### Watervliet City School District Watervliet, New York 12189

### **BOARD OF EDUCATION**

### **REGULAR MEETING**

October 14, 2021 6:00 P.M. Virtual Meeting

AGENDA

I. CALL TO ORDER PRESIDENT, Amanda Cavanaugh

II. ATTENDANCE PRESIDENT, Amanda Cavanaugh

VICE PRESIDENT, Sheri Senecal

Heather Soroka Mary Beth Whited Timothy Delisle

**SUPERINTENDENT** Dr. Lori S. Caplan

#### III. PLEDGE OF ALLEGIANCE

### IV. PUBLIC COMMENT

In accordance with Board Policy Number 1510, the privilege of speaking from the floor will be extended to any person in attendance. Persons desiring to speak shall be required to give their name and address and will be limited to three (3) minutes for their presentation. The time allowed each speaker may be adjusted by the chair. The speaker's privilege may also be terminated by the chair if found to be out of order.

### V. REPORTS/COMMENTS

**Building Project Update** 

**CSArch** 

- A. SUPERINTENDENT'S REPORT
- **B. STUDENT COUNCIL REPORT**
- C. COMMITTEE REPORTS
  - i. Audit Committee
  - ii. Policy Committee

### VI. BOARD OF EDUCATION DISCUSSION

### VII. PERSONNEL ITEMS

- 1. Resolved that the Board accept the **resignation** of **Tina DeFrain-Hebert**, from the position of **Food Service Worker** at the **Watervliet Elementary School**, effective September 22, 2021, as recommended by the Superintendent.
- 2. Resolved that the Board accept the **resignation** of **Emma Eames**, from the position of **Clerk Typist** at the **Watervliet Jr. Sr. High School**, effective September 28, 2021, as recommended by the Superintendent.
- 3. Resolved that the Board accept the **resignation** of **Kristina Gladney**, from the position of **Attendance Officer** at the **Watervliet Jr. Sr. High School**, effective September 30, 2021, as recommended by the Superintendent
- 4. Resolved that the Board approve the **retirement request** of **Erin Manning**, from the position of **Clerk Typist** at the **Watervliet Elementary School**, effective November 30, 2021, as recommended by the Superintendent.
- 5. Resolved that the Board approve the **retirement request** of **Eileen Reinfurt**, from the position of **Attendance Clerk** at the **Watervliet Jr. Sr. High School**, effective December 1, 2021, as recommended by the Superintendent.
- 6. Resolved that the Board modify the appointment of Victoria Mangold to the position of Long-Term Substitute Special Education Teacher at the Watervliet Elementary School, with a new effective date of September 27, 2021, at a Step 1 rate per contract, as recommended by the Superintendent.

- 7. Resolved that the Board approve the **emergency transfer** of **Margaret Bell** from the position of **Part-Time Cafeteria Worker** to the position of **Full-Time Cafeteria Worker**, effective October 1, 2021, at a rate per contract, as recommended by the Superintendent.
- 8. Resolved that the Board approve the **emergency probationary appointment** of **Kimberly Schreck** to the position of **Part-Time Cafeteria Worker**, at the **Watervliet Jr. Sr. High School**, for a probationary period beginning September 22, 2021 and ending September 22, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.
- 9. Resolved that the Board approve the **emergency probationary appointment** of **Arianna Dockstader** to the position of **Lunch Monitor**, at the **Watervliet Elementary School**, for a probationary period beginning September 27, 2021 and ending September 27, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.
- 10. Resolved that the Board approve the **emergency probationary appointment** of **Mary Ann Morris** to the position of **Lunch Monitor**, at the **Watervliet Elementary School**, for a probationary period beginning September 27, 2021 and ending September 27, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.
- 11. Resolved that the Board approve the **emergency probationary appointment** of **Sofia Babar** to the position of **Part-Time Cafeteria Worker**, at the **Watervliet Jr. Sr. High School**, for a probationary period beginning September 29, 2021 and ending September 29, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.
- 12. Resolved that the Board approve the **emergency probationary appointment** of **Sergio Najera Sanchez** to the position of **Part-Time Cafeteria Worker**, at the **Watervliet Jr. Sr. High School**, for a probationary period beginning October 4, 2021 and ending October 4, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent
- 13. Resolved that the Board approve the emergency appointment of Chance Fosmire to the position of Part-Time Night Cleaner for the Watervliet City School District, at a rate of \$15.00 per hour, effective September 20, 2021, as recommended by the Superintendent.
- 14. Resolved that the Board approve the emergency appointment of **Sara Krempecki** to the position of **Part-Time Night Cleaner** for the **Watervliet City School District**, at a rate of \$15.00 per hour, effective **September 20, 2021**, as recommended by the Superintendent.

15. Resolved that the Board appoint the following staff to the position of **After-School APEX Program Teacher**, for the **2021** – **2022** school year, at a prorated rate as per contract, as recommended by the Superintendent:

Ashleigh Fraley Joanna Beams Christa Farruggio Kerry Degnan

16. Resolved that the Board approve the following **ExTRA Program** appointments for the **2021 – 2022** school year, at a prorated rate as per contract, as recommended by the superintendent:

#### **WJSHS:**

Lauryn Lloyd - Homework Help
Dan Ciaramella - Homework Help
Cameka Williams - Homework Help & Book Club Advisor
Joanna Beams - Homework Help
Wendy Ryan – Homework Help
Annemarie Gleason - Art Club
Ashley Dorn - Drama Club Advisor & Chorus Club Advisor
Madeline Rehm - Drama Club Assistant Advisor
Yuriy Berin - MasterMinds Advisor

#### WES:

Kate Choi - Book Buddies (Homework Help) Rosie Sharpe - Book Buddies (Homework Help) & Arts & Crafts Club Advisor Janice Sogoian - Homework Help & Book Club Advisor Michele Deguire - Homework Help

17. WHEREAS, pursuant to the requirement of Education Law Section 3012-c and Part 30-2.9 of the Rules of the Board of Regents, the individuals named below have completed all the necessary training to be **recertified** as lead evaluators of classroom teachers;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby recertifies the following individuals as **lead evaluators of classroom teachers**:

Kirsten DeMento Maria DeNovio Michael Foust Ryan Groat Kelly Webster David Wareing 18. WHEREAS, pursuant to the requirement of Education Law Section 3012-c and Part 30-2.9 of the Rules of the Board of Regents, the individuals named below have completed all the necessary training to be **certified** as lead evaluators of classroom teachers:

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby recertifies the following individuals as **lead evaluators of classroom teachers**:

Carmen Diaz Sarah Horaczek

19. WHEREAS, pursuant to the requirements of Education Law Section 3012-c and Part 30-2.9 of the Rules of the Board of Regents, the individual named below has completed all the necessary training to be **certified** as lead evaluator of building principals;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby certifies the following individual as **lead evaluator of building principals**:

Donald Stevens, Jr.

### VIII. BUSINESS ITEMS

- 20. Resolved that the Board accept the Internal Claims Auditor Report for the month of September 2021, submitted by Michaeleen Backus, as recommended by the Superintendent.
- 21. Resolved that the Board approve the following **Treasurer's Reports** for the months of **June**, **July and August 2021**, submitted by Keith Heid, Business Manager, as recommended by the Superintendent:

Schedule of Warrants & Payrolls Revenue Status Report Cash & Investments Appropriation Status Report

- 22. Resolved that the Board approve one (1) 2021 Summer School Special Education Transportation Contract Extension between Star & Strand and the Watervliet City School District at a cost of \$37,430.00 as recommended by the Superintendent.
- 23. Resolved that the Board approve thirty (30) 2021-2022 Regular School Year Special Education Transportation Contract Extensions between Star & Strand and the Watervliet City School District at a cost of \$1,183,244.00, as recommended by the Superintendent.

- 24. Resolved that the Board approve one (1) 2021-2022 Regular School Year Transportation Contract Extension between Durham Transportation and the Watervliet City School District at a cost of \$265,665.00, as recommended by the Superintendent.
- 25. Resolved that the Board approve the following **payment requests**, submitted by Keith Heid, Business Manager, as recommended by the Superintendent:

#### WATERVLIET 2021 CAPITAL PROJECT – ADDITIONS & ALTERATIONS

Atlantic Testing Lab.	Invoice #234352	\$3,356.00
_	Invoice #234502	\$2,697.50
	Invoice #235039	\$1,122.50
Barton & Loguidice	Invoice #119679	\$1,426.16
	Invoice #120239	\$232.50
CSArch	Invoice #3517	\$12,972.76
	Invoice #3518	\$38,012.88
	Invoice #3596	\$6,481.45
	Invoice #3597	\$17,739.34
DLC Electric, LLC	Payment App #005	\$41,439.00
Gallo Construction	Payment App #005	\$51,306.42
General Roofing Contractors	Payment App #004	\$317,252.50
R.F. Gorgon Mechanical LLC	Payment App #004	\$275,141.60

- 26. Resolved that the Board approve the **Memorandum of Agreement** between the **Watervliet Support Staff** and **The Watervliet City School District**, as outlined in the attached, as recommended by the Superintendent.
- 27. Resolved that the Board approve the **Memorandum of Agreement** between the **Watervliet Teachers' Association** and **The Watervliet City School District**, as outlined in the attached, as recommended by the Superintendent.
- 28. Resolved that the Board approve the request to increase the hourly rate for Non-Aligned Maintenance Staff and Bus Drivers to \$15.00 per hour, effective October 1, 2021, as recommended by the Superintendent.
- 29. Resolved that the Board approve the attached **Data Privacy Agreement** with **Waklet Limited**, as outlined in the attached, as recommended by the Superintendent.
- 30. Resolved that the Board approve the attached **Data Privacy Agreement** with **Upstate Images**, as outlined in the attached, as recommended by the Superintendent.
- 31. Resolved that the Board approve the attached **Data Privacy Agreement** with **Teaching Strategies**, **LLC**, as outlined in the attached, as recommended by the Superintendent.
- 32. Resolved that the Board approve the attached **Data Privacy Agreement** with **The Children's Health Market, Inc.**, as outlined in the attached, as recommended by the Superintendent.

- 33. Resolved that the Board approve the **Memorandum of Understanding** with the **County of Albany**, as outlined in the attached, as recommended by the Superintendent.
- 34. Resolved that the Board approve the **Contract Proposal** between the **Watervliet City School District** and **Thomas McKee**, as outlined in the attached, as recommended by the Superintendent.
- 35. Resolved that the Board approve the Cross Contract Request between the Watervliet City School District and Questar III, as outlined in the attached, as recommended by the Superintendent.

### IX. OTHER ITEMS

- 36. Resolved that the Board approve the **Board of Education Minutes** for the meetings held **September 9, 2021 and September 15, 2021**, submitted by Bernadette L. Boardman, Clerk of the Board, as recommended by the Superintendent.
- 37. Resolved that the Board approve the **Committee on Special Education's** recommendations for the meetings held August 16, August 26, September 2, September 3, September 9, September 10, September 13, September 14, September 24, September 28, and October 1, 2021, submitted by Veronica Bedard and Danielle Tetrault, CSE Chairs, as recommended by the Superintendent.
- 38. Resolved that the Board approve the **Committee on Pre-School Special Education's** recommendations for the meetings held September 14 and September 22, 2021, submitted by Sarah Horaczek, CPSE Chair, as recommended by the Superintendent.
- 39. Resolved that the Board approve the **504 Committee's** recommendations for the meeting held September 28, 2021, submitted by Veronica Bedard and Danielle Tetrault, 504 Chairs, as recommended by the Superintendent.
- 40. Resolved that the Board approve the following **home schooling requests** for the **2021 2022 school year**, as recommended by the Superintendent:

Student	Grade	Parent/Guardian
Jayda Rodgers	6	
Javian Rodgers	4	Samantha Johnson
Jeremiah Tufall	K	
Alexis Mae Zakrzewski	3	Meagan Dayter
Theresa Sawyer	9	Vally Camican
Beige Sawyer	3	Kelly Garrison

41. Resolved that the Board approve the following **Student Teacher** request at the **Watervliet Jr. – Sr. High School**, as outlined below, as recommended by the Superintendent:

Name(s)	Role	Cooperating Teacher(s)	Dates
Brooke Saffle	Student Teacher/Intern	Louisa Boehlert Vaughan	2021-2022 School Year (2 days/week)

42. Resolved that the Board approve the following **Grandparent Program Volunteers** at the **Watervliet Elementary School**, for the 20201 – 2022 school year, as recommended by the Superintendent:

Mary Ann Thayer Laura Allen Frank Dolan

- 43. Resolved that the Board approve the **excision** of one **Obsolete Smartboard**, as outlined in the attached, as recommended by the Superintendent.
- 44. Resolved that the Board accept with thanks the donation of disinfecting wipes, hand sanitizer and other COVID-19 related cleaners/sanitizers from Michael Sawyer & Jesse Ostrowski from the Glenville Lowe's, to the Watervliet City School District, as recommended by the Superintendent.

### X. BOARD DISCUSSION

### XI. ADJOURNMENT

NOTE: All district appointments are subject to fingerprint clearance by the NYS Education Department and verification of Permanent or Pending Certification by NYS.



# RECEIVED



SEP 2 1 2021

9/19/2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

TIMA DEFRAIN-Hebert

Dear mr.

Please accept this letter as a formal notification that I am leaving my position With Wateriliet Elementary School, Kitchen staff on Wednesday, September 22nd will be my last day. Thank you for the opportunities you have provided me during my time with the Kitchen Staff. I just Know my body can no longer do the Job your asking of

Sincerely,

TINA DEFRAIN Hobert

### Emma Eames





SEP 15 2021

9/14/2021

To whom it may concern,

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

I am writing to announce my resignation from Watervliet City School District, effective two weeks from this date.

This was not an easy decision to make. The past three years have been very rewarding. I've enjoyed working for you and managing a very successful Middle School team dedicated to our students.

Thank you for the opportunities for growth that you have provided me. I wish you all the best.

Sincerely

Emma Fames





#### KRISTINA GLADNEY

SEP 2 0 2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

September 20, 2021

Watervliet Jr. Sr. High School 1245 Hillside Dr. Watervliet, NY, 12189

Dear Mr. Groat,

Please accept this letter as my formal resignation from Watervliet Jr. Sr. High School as Attendance Officer. I am giving two weeks notice and my last day of employment will be

October 1, 2021. Sept 30, 2021.

On a more personal note, let me express my gratitude for the wonderful opportunities for professional growth and development you have provided over the years as an employee of the Watervliet City School District.

While I am excited by the new opportunities that I will be pursuing, I will always remember my time at Watervliet Jr. Sr. High School with great fondness.

Please let me know if you need any assistance with the transition as you hire and train my replacement. Again, thank you so much for an excellent 14 years with the Watervliet City School District.

Respectfully yours,

stina Gladrey

Kristina Gladney

KUE

## September 14, 2021

Dr. Lori Caplan Superintendent of Schools Watervliet City School District 1245 Hillside Drive Watervliet, New York 12189



SEP 15 2021

WATERVLIET CITY SCHOOL DISTRICT
SUPERINTENDENT'S OFFICE

Dear Dr. Caplan:

I am writing to inform you that I am planning to retire from my position as Clerk Typist on November 30th of the 2021-2022 school year.

Thank you very much for your time and consideration in this matter.

Thank you again.

Sincerely yours,

Erin Manning



# \* RECEIVED

September 24, 2021

SEP 24 2021

Dr. Lori Caplan Watervliet City School District 1245 Hillside Drive Watervliet, New York 12189

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

Dear Dr. Caplan:

I am writing to inform you that I am planning to retire from my position as Attendance Clerk December 1, 2021

Thank You very much for your time and consideration in this matter.

Thank you again.

Sincerely yours, Eileen Beinfut

BUE

# WATERVLIET CITY SCHOOL DISTRICT

# NEW APPOINTMENT RECOMMENDATION

RECEIVED

TO:

Dr. Lorl Caplan, Superintendent

SEP 2 1 2021

FROM:

Kelly Webster, WES Principal

RE:

New Appointment

DATE:

September 20, 2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

I am recommending the following person be appointed at the Board of Education Meeting to be held October 14, 2021

NAME:

Victoria Mangold

POSITION:

Long-term substitute-Special

Education

TENURE AREA:

NA

LOCATION:

Watervliet Elementary School

**EFFECTIVE DATE:** 

September 27, 2021

**TENURE EFFECTIVE DATE:** 

NA

STEP:

1

**CERTIFICATION AREA:** 

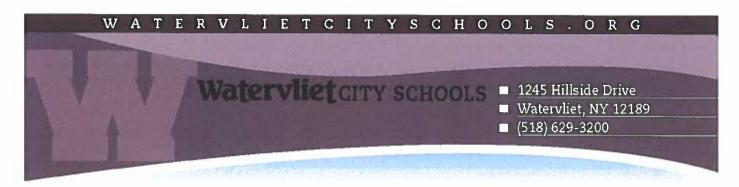
REPLACING/NEW HIRE:

**NEW HIRE** 

Hiring Committee:

Michael Foust, Kelly Webster





Dr. Lori S. Caplan Superintendent of Schools

www.watervlietcityschools.org

■ Watervliet Jr./Sr. High School

1245 Hillside Drive Watervliet, NY 12189 (518) 629-3300

Ryan Groat Principal

■ Watervliet
Elementary School
2557 10th Avenue

2557 10th Avenue Water vliet, NY 12189 (518) 629-3400

Theresa O'Brien Principal

■ Business Office

1245 Hillside Drive Watervliet, NY 12189 (518) 629-3203 Dr. Lori S. Caplan Superintendent

Watervliet City School District 1245 Hillside Drive Watervliet, New York September 22, 2021





SEP 2 2 2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

Dear Dr. Caplan:

I am recommending Margaret Bell be made full time from part time at the JR/SR High school. Beginning October 1,2021

Sincerely,

Darryl G. Whited



Enions Hebt

BOE

# WATERVLIET CITY SCHOOL DISTRICT

### **NEW APPOINTMENT RECOMMENDATION**





TO:

Superintendent

FROM:

**Darryl Whited** 

RE:

**New Appointment** 

DATE:

September 21, 2021

SEP 2 1 2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

I am recommending the following person be appointed at the Board of Education Meeting to be held **October 14, 2021**.

NAME:

**Kimberly Schreck** 

Position:

Cafeteria Worker

LOCATION:

JR/SR High School

**EFFECTIVE DATE:** 

**September 22, 2021** 

**TYPE OF APPOINTMENT:** 

Part time

STEP:

**CERTIFICATION AREA:** 

PRIOR TENURE:

**TENURE EFFECTIVE DATE:** 

REPLACING/NEW HIRE:

**Christine DeMento** 

Hiring Committee:

Darryl Whited	

# WATERVLIET CITY SCHOOL DISTRICT

# New Appointment Recommendation

TO:

Dr. Lori Caplan, Superintendent

FROM:

Mrs. Kelly Webster, WES Principal

RE:

**New Appointment** 

DATE:

9/24/21

I am recommending the following person be appointed at the Board of Education Meeting to be held October 14th, 2021.

NAME:

ARIANNA DOCKSTADER

Position:

**LUNCH MONITOR** 

TENURE AREA:

n/a

LOCATION:

**WES** 

**EFFECTIVE DATE:** 

September 27, 2021

TENURE EFFECTIVE DATE:

n/a

STEP:

n/a

**CERTIFICATION AREA:** 

n/a

REPLACING/NEW HIRE:

additional staffing

**Hirina Committee:** 

Michael Foust

bb 6/15

# WATERVLIET CITY SCHOOL DISTRICT









TO:

Dr. Lori Caplan, Superintendent

FROM:

Mrs. Kelly Webster, WES Principal

RE:

**New Appointment** 

DATE:

9/24/21

SEP 27 2021

WATERVLIET CITY SCHOOL DISTRICT
SUPERINTENDENT'S OFFICE

I am recommending the following person be appointed at the Board of Education Meeting to be held October 14th, 2021.

NAME:

MARY ANN MORRIS

Position:

LUNCH MONITOR

TENURE AREA:

n/a

LOCATION:

**WES** 

**EFFECTIVE DATE:** 

September 27, 2021

TENURE EFFECTIVE DATE:

n/a

STEP:

n/a

**CERTIFICATION AREA:** 

n/a

REPLACING/NEW HIRE:

additional staffing

**Hiring Committee:** 

Michael Foust

Emergency Hopt the

# WATERVLIET CITY SCHOOL DISTRICT

### **NEW APPOINTMENT RECOMMENDATION**



TO:

Superintendent

FROM:

Darryl Whited

RE:

New Appointment

DATE:

September 28, 2021

SEP 28 2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

I am recommending the following person be appointed at the Board of Education Meeting to be held **October 14, 2021**.

NAME:

Sofia Babar

**POSITION:** 

Cafeteria Worker

LOCATION:

JR/SR High School

**EFFECTIVE DATE:** 

**September 29, 2021** 

TYPE OF APPOINTMENT:

Part time

STEP:

**CERTIFICATION AREA:** 

PRIOR TENURE:

**TENURE EFFECTIVE DATE:** 

REPLACING/NEW HIRE:

Janice Fiacco

Hiring Committee:

Darryl Whited	

Emergency Appt

# BOF

# WATERVLIET CITY SCHOOL DISTRICT

### **NEW APPOINTMENT RECOMMENDATION**



RECEIVED



TO:

Superintendent

FROM:

**Darryl Whited** 

OCT 0 1 2021

RE:

**New Appointment** 

DATE:

October 1, 2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

I am recommending the following person be appointed at the Board of Education Meeting to be held **October 14, 2021**.

NAME:

Sergio Najera Sanchez

Position:

Cafeteria Worker

**LOCATION:** 

JR/SR High School

**EFFECTIVE DATE:** 

October 4, 2021

TYPE OF APPOINTMENT:

Part time

STEP:

**CERTIFICATION AREA:** 

PRIOR TENURE:

**TENURE EFFECTIVE DATE:** 

REPLACING/NEW HIRE:

Jancie Fiaco

Hiring Committee:

Darryl Whited	

WATERVLIET CITY SCHOOL DISTRICT

# NEW APPOINTMENT RECOMMENDATION SEP 2 0 2021

TO:

Dr. Caplan, Superintendent

Keith Heid, Business Manager

FROM: RE:

New Appointment

DATE:

September 20, 2021

I am recommending the emergency appointment of the following person at the Board of

Education Meeting to be held Thursday, October 14, 2021:

NAME:

Chance Fosmire

**POSITION:** 

Part-Time Night Cleaner

**LOCATION:** 

Watervliet City School District

WATERVLIET CITY SCHOOL DISTRICT

SUPERINTENDENT'S OFFICE

**EFFECTIVE DATE:** 

Monday, September 20, 2021

TYPE OF APPOINTMENT:

Probationary

RATE:

\$12.50 per hour

REPLACING/NEW HIRE:

Ricardo Domena

Hiring Committee:

Keith Heid, Business Manager

John Szkopiec, Head of Maintenance

WATERVILIET CITY SCHOOL DISPRECEIVED

# NEW APPOINTMENT RECOMMENDATION

SEP 20 2021

TO:

Dr. Caplan, Superintendent

WATERVLIET CITY SCHOOL DISTRICT
SUPERINTENDENT'S OFFICE

FROM:

Keith Heid, Business Manager

RE:

New Appointment

DATE:

September 20, 2021

I am recommending the emergency appointment of the following person at the Board of

Education Meeting to be held Thursday, October 14, 2021:

NAME:

Sara Krempecki

**POSITION:** 

Part-Time Night Cleaner

LOCATION:

Watervliet City School District

**EFFECTIVE DATE:** 

Monday, September 20, 2021

TYPE OF APPOINTMENT:

Probationary

RATE:

\$12.50 per hour

REPLACING/NEW HIRE:

New Hire

Hiring Committee:

Keith Heid, Business Manager

John Szkopiec, Head of Maintenance



Donald Stevens Jr. <a href="mailto:stevens@vlietschools.org">dstevens@vlietschools.org</a>

## Re: APEX & Study Table Positions Open

1 message

Ashleigh Fraley <afraley@vlietschools.org> To: "Donald Stevens Jr." <dstevens@vlietschools.org> Tue, Sep 14, 2021 at 2:58 PM

Mr. Stevens,

Please accept this as my letter of interest for the position of Apex Health/Science Teacher. Please let me know if you require any additional information.

\*Ashleigh Fraley

On Mon, Sep 13, 2021 at 5:07 PM Donald Stevens Jr. <a href="mailto:dstevens@vlietschools.org">dstevens@vlietschools.org</a> wrote: Hello -

Please see the attached positions open at the WJSHS for afterschool instruction opportunities. More to come as we start to plan other after school programming.

Don Stevens **Assistant Superintendent** Watervliet City School District 1245 Hillside Drive Watervliet, NY 12189 518.629.3456 @Stevens\_vliet

"Every Student, Every Day!"



#### Donald Stevens Jr. <dstevens@vlietschools.org>

## Re: APEX & Study Table Positions Open

1 message

Joanna Beams <jbeams@vlietschools.org> To: "Donald Stevens Jr." < dstevens@vlietschools.org> Mon, Sep 13, 2021 at 9:58 PM

Dear Mr. Stevens,

Please accept this as a Letter of Intent for the APEX Social Studies and Arts position for the 2021-2022 school year;

Thank you for your time and consideration,

Joanna Beams Social Studies Teacher

On Mon, Sep 13, 2021 at 5:07 PM Donald Stevens Jr. <a href="mailto:dstevens@vlietschools.org">dstevens@vlietschools.org</a> wrote: Hello -

Please see the attached positions open at the WJSHS for afterschool instruction opportunities. More to come as we start to plan other after school programming.

**Don Stevens** Assistant Superintendent Watervliet City School District 1245 Hillside Drive Watervliet, NY 12189 518.629.3456 @Stevens\_vliet

"Every Student, Every Day!"



Donald Stevens Jr. <a href="mailto:stevens@vlietschools.org">dstevens@vlietschools.org</a>

### **Apex English**

1 message

Christa Farruggio <cfarruggio@vlietschools.org> To: "Donald Stevens Jr." <dstevens@vlietschools.org> Tue, Sep 14, 2021 at 9:28 AM

Hello Mr. Stevens,

I am interested in the Apex English position for the 2021-2022 school year. I enjoyed motivating the students that needed the extra credit and helping them virtually last year.

Sincerely, Christa Farruggio

Christa Farruggio **English Teacher** Watervliet Jr./Sr. High School



Donald Stevens Jr. <dstevens@vlietschools.org>

### Re: APEX Math

Kerry Degnan <kdegnan@vlietschools.org> To: "Donald Stevens Jr." < dstevens@vlietschools.org> Fri, Sep 24, 2021 at 12:25 PM

I am interested in teaching APEX Math. However, I'm not sure I can. I am certified in Elementary Education with a 7-9 math extension. Also I am not in the math department.

Thank you,

# Kerry Degnan

Watervliet City School District 1245 Hillside Drive Watervliet, NY 12189 518-629-3300 **Every Student...Every Day** 

On Fri, Sep 24, 2021 at 11:21 AM Donald Stevens Jr. <a href="delta"></a> dstevens@vlietschools.org</a> wrote: Math team -

I am in need of an APEX Math teacher. It is a self-paced online credit recovery program for students and requires a weekly teacher check-in with a certified math teacher. APEX teachers are paid for up to 2 hours a week at the hourly AIS teacher rate. (one for online grading and one for the weekly afterschool session with students)

Let me know!

Don Stevens Assistant Superintendent Watervliet City School District 1245 Hillside Drive Watervliet, NY 12189 518.629.3456 @Stevens\_vliet

"Every Student, Every Day!"



### **ExTRA Positions**

1 message

**Donald Stevens Jr.** <a href="mailto:stevens@vlietschools.org">dstevens@vlietschools.org</a> To: Bernadette Boardman <a href="mailto:sboardman@vlietschools.org">boardman@vlietschools.org</a>

Mon, Oct 4, 2021 at 7:10 AM

Bernadette -

Can you please add the following ExTRA positions to the October BOE agenda?

WJSHS -

Lauryn Lloyd - Homework Help
Dan Ciaramella - Homework Help
Cameka Williams - Homework Help
Joanna Beams - Homework Help
Cameka Williams - Book Club Advisor
Annemarie Gleason - Art Club
Ashley Dorn - Drama Club Advisor & Chorus Club Advisor
Madeline Rehm - Drama Club Assistant Advisor
Yuriy Berin - MasterMinds Advisor

WES -

Kate Choi - Book Buddies (Homework Help)
Rosie Sharpe - Book Buddies (Homework Help)
Janice Sogoian - Homework Help
Michele Deguire - Homework Help
Rosie Sharpe - Arts & Crafts Club Advisor
Janice Sogoian - Book Club Advisor

I left copies of their letters of interest in the in-box. If anything else comes in, I'll forward it to you. Thank you!

Don Stevens
Assistant Superintendent
Watervliet City School District
1245 Hillside Drive
Watervliet, NY 12189
518.629.3456
@Stevens\_vliet

"Every Student, Every Day!"





### **Fwd: Study Tables**

1 message

**Donald Stevens Jr.** <a href="mailto:color: bernadette Boardman@vlietschools.org">dostevens@vlietschools.org</a> To: Bernadette Boardman <a href="mailto:color: bernadette Boardman@vlietschools.org">bernadette Boardman@vlietschools.org</a>

Wed, Oct 6, 2021 at 3:35 PM

Bern-

Can you add Wendy Ryan to the ExTRA positions on the BOE agenda? It would be high school study tables.

Thank you.

Don Stevens
Assistant Superintendent
Watervliet City School District
1245 Hillside Drive
Watervliet, NY 12189
518.629.3456
@Stevens\_vliet

"Every Student, Every Day!"

Begin forwarded message:

From: Wendy Ryan <wryan@vlietschools.org>
Date: October 6, 2021 at 2:59:55 PM EDT

To: Kate Choi <a href="mailto:kchoi@vlietschools.org">kchoi@vlietschools.org</a>, Ryan Groat <a href="mailto:kchoi@vlietschools.org">kchoi@vlietschools.org</a>, "Donald Stevens Jr."

<dstevens@vlietschools.org>

**Subject: Study Tables** 

Good Afternoon,

I am interested in taking on Study Tables! I'm already recruiting and offering incentives for my 9th graders. I'll get the word out in study halls and lunch as well.

-Ms. Ryan

Mathematics Watervliet HS

### **Internal Claims Auditor Report**

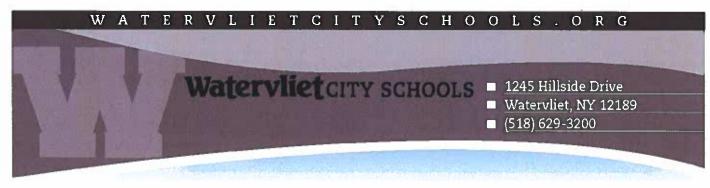
### September 2021

A total of 13 claims were reviewed. No discrepancies found.

General Fund	A total of 46 claims were reviewed. No discrepancies found.
Cafeteria Fund	A total of 17 claims were reviewed. No discrepancies found.
Federal Fund	A total of five claims were reviewed. No discrepancies found.

Submitted by Michaeleen Backus

Capital Fund



Dr. Lori S. Caplan
Superintendent of Schools
www.watervlietcityschools.org

- Watervliet Jr./Sr. High School 1245 Hillside Drive Watervliet, NY 12189 (518) 629-3300
- Watervliet Elementary School 2557 10th Avenue Watervliet, NY 12189 (518) 629-3400
- Business Office 1245 Hillside Drive Watervliet, NY 12189 (518) 629-3203

### **Business Office Resolutions for BOE Meeting Agenda, October 14, 2021:**

 Resolved that the Board approve the following Treasurer's Reports for the months of June, July & August 2021, submitted by Keith Heid, Business Manager, as recommended by the Superintendent:

Schedule of Warrants & Payrolls
Revenue Status Report
Cash & Investments
Appropriation Status Report

- Resolved that the Board approve one (1) 2021 Summer School Special Education
   Transportation Contract Extension between Star & Strand and the Watervliet City
   School District at a cost of \$37,430.00 as recommended by the Superintendent.
- Resolved that the Board approve thirty (30) 2021-2022 Regular School Year Special Education Transportation Contract Extensions between Star & Strand and the Watervliet City School District at a cost of \$1,183,244.00, as recommended by the Superintendent.
- Resolved that the Board approve one (1) 2021-2022 Regular School Year
   Transportation Contract Extension between Durham Transportation and the
   Watervliet City School District at a cost of \$265,665.00, as recommended by the
   Superintendent.
- Resolved that the Board approve the following payment requests, submitted by Keith Heid, Business Manager, as recommended by the Superintendent:

WATERVLIET 2020	CAPITAL PROJECT - ADDITI	ONS & ALTERATIONS
Atlantic Testing Lab.	Invoice #234352	\$3,356.00
	Invoice #234502	\$2,697.50
	Invoice #235039	\$1,122.50
Barton & Loguidice	Invoice #119679	\$1,426.16
CSArch	Invoice #3517	\$12,972.76
	Invoice #3518	\$38,012.88
	Invoice #3596	\$6,481.45
	Invoice #3597	\$17,739.34
DLC Electric, LLC	Payment App #005	\$41,439.00
Gallo Construction	Payment App #005	\$51,306.42
General Roofing Contractors	Payment App #004	\$317,252.50



Dr. Lori S. Caplan Superintendent of Schools www.watervlietcityschools.org

- Watervliet Jr./Sr. High School 1245 Hillside Drive Watervliet, NY 12189 (518) 629-3300
- Watervliet
  Elementary School
  2557 10th Avenue
  Watervliet, NY 12189
  (518) 629-3400
- Business Office 1245 Hillside Drive Watervliet, NY 12189 (518) 629-3203

R.F. Gorgon Mechanical LLC

Payment App #004

\$275,141.60

- Resolved that the Board approve the emergency appointment of Chance Fosmire to the position of Part-Time Night Cleaner for the Watervliet City School District, at a rate of \$12.50 per hour, effective September 20, 2021, as recommended by the Superintendent.
- Resolved that the Board approve the emergency appointment of Sara Krempecki to the position of Part-Time Night Cleaner for the Watervliet City School District, at a rate of \$12.50 per hour, effective September 20, 2021, as recommended by the Superintendent.
- Resolved that the Board accept with thanks the donation of disinfecting wipes, hand sanitizer and other COVID related cleaners/sanitizers from Michael Sawyer & Jesse Ostrowski from the Glenville Lowe's, to the Watervliet City School District, as recommended by the Superintendent.





### Fwd: Barton & Loguidice invoice #120239

1 message

Keith Heid <kheid5@vlietschools.org>

Wed, Oct 6, 2021 at 5:17 PM

To: Bernadette Boardman <bboardman@vlietschools.org>

Cc: Lori Caplan <a href="mailto:Lori Caplan@vlietschools.org">Lori Caplan@vlietschools.org</a>, "Donald Stevens Jr." <a href="mailto:dstevens@vlietschools.org">dstevens@vlietschools.org</a>

Good afternoon Mrs. Boardman,

We just received this invoice at the end of the day today. If it's not too late can you please add Barton & Loguidice Invoice #120239 for \$232.50 to the list of capital project payment requests?

Thank you,

Keith Heid **Business Manager** Watervliet City School District (518) 629-3203 kheid5@vlietschools.org

------- Forwarded message

From: Lori Caplan <a href="mailto:caplan@vlietschools.org">caplan@vlietschools.org</a>

Date: Wed, Oct 6, 2021 at 5:09 PM

Subject: Re: Barton & Loguidice invoice #120239

To: Keith Heid <kheid5@vlietschools.org>

No it's not. Thank you. Lori

On Wed, Oct 6, 2021 at 4:52 PM Keith Heid <kheid5@vlietschools.org> wrote:

Is it too late to add this to the October BOE agenda?

Keith Heid **Business Manager** Watervliet City School District (518) 629-3203 kheid5@vlietschools.org

On Wed, Oct 6, 2021 at 4:48 PM Lori Caplan <a href="caplan@vlietschools.org">caplan@vlietschools.org</a> wrote;

-- Forwarded message -----

From: Lisa M. Hofmann < lhofmann@bartonandloguidice.com>

Date: Wed, Oct 6, 2021 at 1:22 PM

Subject: Barton & Loguidice invoice #120239

To: lcaplan@vlietschools.org <lcaplan@vlietschools.org>

Good afternoon, attached please find our invoice #120239 for professional services thru 9/25/21.

Thank you.

WATERVLET CITY SCHOOL DISTRICT IREASURER'S REPORT Anne, 2021

BANK ACCOUNT	GENERAL - BOA	-	ENER	GENERAL PSB	GENE	JENERAL MM	SPEC	PECIAL AID	SE	CAFETERIA	HEALTH	£ "	Ž.	AYROLL	
BEGINNING BALANCE RECEIPTS DISBURSMENTS ENDING BALANCE	\$ 5,203,840,59 \$ 2,324,128,94 \$ 6,194,394,03 \$ 1,333,575,50	8.94 4.03 5.50	7 7	2,155,695.09	w w w w	148,091.95 1.20 148,093.15	****	411,616.67 351,623.43 743,577.65 19,662.45	~ ~ ~ ~	95,202.11 102,877.65 186,470.08 9,609.68	~~~	\$6,802.39 4,600.00 \$4,202.39	~ ~	0 1,686,639.21 1,686,639.21 0	
END OF MONTH BALANCE ON STATEMENT DEPOSAT IN TRANSIT/BARK ERRORS OUTSTANDING CHECKS ENDING BALANCE	\$ 2,234,963.09 \$ 901,387.59 \$ 1,333,575.50	3.69 2.75 5.50 5.00 5.00 5.00 5.00 5.00 5.00 5	7 7	2,155,695.09	~~~~	148,093.15	~~~~	93,091.64 19,662.45	• •	87,993.50 78,383.82 9,609.68	· ·	54,202.39	***	21,184.07	

\$ 6,566.05 \$ 2,504,341.29 \$ 2,508,580.57 \$ 2,326,77

TRUST & AGENCY

7,499.92 5,173.15 2,326.77

BANK ACCOUNT	읈	CHOLARSHIPS	3 S	HS EXTRA CURRICULAR	
BEGINNING BALANCE RECEIPTS DISBURSMENTS ENDING BALANCE	~~~~	104,199.20 15.18 5,850.00 98,364.38	~ ~ ~ ~	39,583.08	

	•	2000000	•	89.787.65
END OF MONTH BALANCE ON STATEMENT DEPOSIT IN TRANSIT/BANK ERRORS OUTSTANDING CHECKS ENDING BALANCE	w w w w	98,364.38	~ ~ ~ ~	43,917.25
CERTIFICATE OF DEPOSIT SECURITIES TOTAL	w w w	1,230.00		

# WATERVLIET SCHOOL DISTRICT Business Office 1245 Hillside Drive Watervliet, New York

### Treasurer's Report June, 2021

### **WARRANTS**

************				
	6/3/2021	General Fund	\$	821,593.64
	6/19/2021	General Fund	\$	3,149.00
	6/19/2021	General Fund	\$	68,153.23
	6/23/2021	General Fund	\$	9,750.00
	6/25/2021	General Fund	\$	150,768.29
	6/29/2021	General Fund	\$ \$	57,442.47
	6/30/2021	General Fund		322,640.28
	6/30/2021	General Fund	\$ \$	53,575.05
	6/30/2021	General Fund		270.00
	6/30/2021	General Fund	\$	24,828.82
	6/30/2021	General Fund	\$	245,944.02
	6/15/2021	Cafeteria Fund	\$	1,492.21
	6/29/2021	Cafeteria Fund	\$	41,643.37
	6/30/2021	Cafeteria Fund	\$	36,740.45
	6/4/2021	Special Aid Fund	\$	53,900.56
	6/19/2021	Special Aid Fund	\$	74,994.04
	6/24/2021	Special Aid Fund	\$	812.50
	6/30/2021	Special Aid Fund	\$	183,916.96
	6/30/2021	Special Aid Fund	\$	64,009.14
	6/19/2021	Capital Fund	\$	200,347.78
PAYROLLS				
	6/4/2021	General Fund	\$	436,044.67
	Regular	Cafeteria Fund		17,563.84
		Special Aid Fund		33,803,65
	6/11/2021	General Fund	\$	68,676,07
	Extra Curricular	Special Aid Fund		4,195,54
	6/18/2021	General Fund	1	1,644,767.57
	Regular	Cafeteria Fund		17,155.19
		Special Aid Fund		144,483.53
	6/29/2021	General Fund		84,941.23
	Final	Cafeteria Fund		15,464.02

### **WATERVLIET CITY SCHOOLS**





Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
33877	06/03/2021	7339 21ST CENTURY MEDIA-NEW YORK	1025	950.72
33878	06/03/2021	7339 21ST CENTURY MEDIA-NEW YORK	1026	32.32
33879	06/03/2021	7293 ALL LANGUAGE TRANSLATIONS	1023	568.00
33880	06/03/2021	8388 ALLEGRA MARKETING PRINT MAIL	1043	836.50
33881	06/03/2021	7355 BENEFIT RESOURCE, INC.	987	603.50
33882	06/03/2021	7090 BENETECH, INC.	988	163.85
33883	06/03/2021	7163 BLUE SHIELD OF NORTHEASTERN NY	989	718.00
33884	06/03/2021	8493 BOZDEMIR, ESRANUR	969	100.00
33885	06/03/2021	3082 CAPITAL REGION BOCES	1010	373,265.45
33886	06/03/2021	7527 CASELLA WASTE SERVICES	990	1,653.76
33887	06/03/2021	6526 CDPHP	1027	292,196.26
33888	06/03/2021	6526 CDPHP	1028	34,543.70
33889	06/03/2021	4287 CSArch	995	16,517.67
33890	06/03/2021	4287 CSArch	996	11,403.86
33891	06/03/2021	7755 DURHAM SCHOOL SERVICES	994	27,649 50
33892	06/03/2021	8405 EDWARDS, DEBORAH	1012	125.00
33893	06/03/2021	8495 EDWARDS, JAMES J.	1013	125.00
33894	06/03/2021	7856 ETHIER, JUDITH	974	300.00
33895	06/03/2021	4124 GIRVIN & FERLAZZO	999	570.00
33896	06/03/2021	8237 HUDSON VALLEY ORGANIC PEST CONTROL	944	330.00
33897	06/03/2021	8496 KEEFER, SUSAN	1014	125.00
33898	06/03/2021	5395 LEONARD BUS SALES, INC	1001	1,698.24
33899	06/03/2021	7511 LIFETIME BENEFIT SOLUTIONS	1002	75.00
33900	06/03/2021	7418 LINGO	1037	40.43
33901	06/03/2021	3820 MAG SPECIAL SERVICES, INC.	1003	426.67
33902	06/03/2021	6683 NYS EMP HLTH INS PENDING ACCT	997	22,926.10
33903	06/03/2021	1904 NYSASCSD	1004	9,880.00
33904	06/03/2021	8497 PELECH, KAREN A.	1015	125.00
33905	06/03/2021	4568 RAZZANO, MARIA F.	1016	125.00
33906	06/03/2021	8406 SEDGWICK, ELIZABETH	1017	125.00
33907	06/03/2021	4122 SPRINT	946	53.50
33908	06/03/2021	4978 STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	1034	10,674.51
33909	06/03/2021	4978 STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	1035	6,870.36
33910	06/03/2021	4978 STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	1036	4,387.26
33911	06/03/2021	3837 VERIZON	956	720.82
33912	06/03/2021	3837 VERIZON	982	528.03
33913	06/03/2021	3837 VERIZON	983	103.21
33914	06/03/2021	3837 VERIZON	1009	31.87
33915	06/03/2021	8206 VERIZON BUSINESS	984	24.55

### **WATERVLIET CITY SCHOOLS**

### Check Warrant Report For A - 67: Cash Disbursement For Dates 6/3/2021 - 6/3/2021



Check#	Check Date Vendor ID Vendor Name	PO Number	Check Amount
Number of Transactions: 39		Warrant Total:	821,593.64
		Vendor Portion:	821,593,64

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 39 in number, in the total amount of \$821,593.64. 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.

6/3/21 Keich Heid Business Manager

Date Signature Tribe





Check Amount	PO Number	Vendor ID Vendor Name	Check Date	Check#
-104.00	· · · · · · · · · · · · · · · · · · ·	6455 "VOID" TESSIER, RYAN M.	06/19/2021	32455
98.00		4272 BARRETT, KEVIN	06/19/2021	33916
98.00		754 DEVINE, JIM	06/19/2021	33917
196.00		937 FAZZONE, JAMES J.	06/19/2021	33918
98.00		7840 FINN, RYAN	06/19/2021	33919
98.00		6410 FRYER, MATTHEW	06/19/2021	33920
67.50		8501 FURDON, WILLIAM	06/19/2021	33921
98.00		3363 GRIMM, DANIEL R.	06/19/2021	33922
98.00		8295 HANLEY, MICHAEL	06/19/2021	33923
294.00		4142 HARDT, MICHAEL	06/19/2021	33924
98.00		8301 HARTNAGLE, ERIC	06/19/2021	33925
98.00		4780 MAFRICI, STEVEN A.	06/19/2021	33926
98.00		8502 MASSALONI, JOHN	06/19/2021	33927
98.00		3371 OPANOWSKI SR., GERALD L.	06/19/2021	33928
98.00		7646 PATNAUDE, MICHAEL	06/19/2021	33929
67.50		7244 PINTO, JOSEPH W.	06/19/2021	33930
196.00		4562 PLOTZKER, MICHAEL	06/19/2021	33931
263.50		7056 POPPLETON, KEVIN	06/19/2021	33932
67.50		8500 SHELDON, WILLIAM J.	06/19/2021	33933
98.00		4336 SQUAZZO, MARGARET	06/19/2021	33934
98.00		7848 TERRY, MATTHEW	06/19/2021	33935
104.00		6455 TESSIER, RYAN M.	06/19/2021	33936
98.00		4784 TESTO, WILLIAM T	06/19/2021	33937
263 50		3875 THOMPSON, KRIS	06/19/2021	33938
98.00		2675 UMHOLTZ, ROBERT	06/19/2021	33939
98.00		5803 WATERS JR, STEVE	06/19/2021	33940
98.00		7277 WHITE, JOSH	06/19/2021	33941
67.50		7823 WOJTASZEK, CRAIG	06/19/2021	33942
3,149.00	Warrant Total:		Transactions: 28	Number of
3,149.00	Vendor Portion:			

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 28 in number, in the total amount of \$3,149.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6/19/21 Weich Heid Business Manager
Date Signature Title

## Check Warrant Report For A - 72: Cash Disbursement For Dates 6/19/2021 - 6/19/2021



Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
32435	06/19/2021	3798 **VOID** DURRANT, AILEEN		-71,50
32478	06/19/2021	7755 **VOID** DURHAM SCHOOL SERVICES, LP		-886.90
32855	06/19/2021	5103 **VOID** MULLANEY, VIRGINIA		-406.50
32988	06/19/2021	7755 **VOID** DURHAM SCHOOL SERVICES, LP		-25,387.00
33063	06/19/2021	8342 **VOID** CANYON CREEK SOFTWARE	263	-404.00
33417	06/19/2021	5098 ""VOID" HART, ESTATE OF JUDITH		-406.50
33444	06/19/2021	4858 **VOID** PALIWODZINSKI, FRANCES		-562.50
33943	06/19/2021	7339 21ST CENTURY MEDIA-NEW YORK	1066	15.39
33944	06/19/2021	6626 ALBANY LEADERSHIP CHARTER	950	5,238.99
33945	06/19/2021	7355 BENEFIT RESOURCE, INC.	1087	603.50
33946	06/19/2021	7090 BENETECH, INC.	1068	163.85
33947	06/19/2021	4808 BRIGHTER CHOICE CHARTER SCHOOL	951	6,025.00
33948	06/19/2021	7962 BROCHU, HILLARY	970	102.38
33949	06/19/2021	6586 CAPITULA, DAVID	971	240.00
33950	06/19/2021	5113 CAPLAN, LORI S	1069	280.00
33951	06/19/2021	7527 CASELLA WASTE SERVICES	1070	1,653.76
33952	06/19/2021	518 CITY OF WATERVLIET	993	2,389.97
33953	06/19/2021	5341 CRYSTAL ROCK	1045	14.00
33954	06/19/2021	4287 CSArch	1072	6,335.48
33955	06/19/2021	7755 DURHAM SCHOOL SERVICES	1073	33,131.55
33956	06/19/2021	7632 FERRIS, GERALDINE	952	84.62
33957	06/19/2021	7839 FORT ORANGE PRESS	1074	259.08
33958	06/19/2021	1002 FOUR WINDS HOSPITAL	998	285.00
33959	06/19/2021	7042 GROAT, RYAN	975	76.89
33960	06/19/2021	3995 HOME DEPOT CREDIT SERVICES	1011	349.00
33961	06/19/2021	8237 HUDSON VALLEY ORGANIC PEST CONTROL	1060	330.00
33962	06/19/2021	4771 JONES, DANIELLE	976	180.00
33963	06/19/2021	7511 LIFETIME BENEFIT SOLUTIONS	1077	75.00
33964	06/19/2021	3820 MAG SPECIAL SERVICES, INC.	1078	853.34
33965	06/19/2021	7621 MOUNTAIN TOP PORTABLE TOILETS	1047	392.00
33966	06/19/2021	8081 PIONEER BANK CARD SERVICES	1062	206.00
33967	06/19/2021	6664 RUTNIK TESSITORE, CARRON	1081	1,000.00
33968	06/19/2021	3328 SOUTH COLONIE CSD	1082	4,200.00
33969	06/19/2021	4122 SPRINT	1054	53.50
33970	06/19/2021	5218 STEVENS JR, DONALD	1021	8,478.00
33971	06/19/2021	7819 SUPERIOR PRINTING, INC.	981	132.71
33972	06/19/2021	6336 TROY PREPARATORY CHARTER	955	21,720.13
33973	06/19/2021	3837 VERIZON	1064	720.82
3974	06/19/2021	3837 VERIZON	1102	540.71
33975	06/19/2021	3837 VERIZON	1103	102.78
3976	06/19/2021	8206 VERIZON BUSINESS	1104	44.68

### Check Warrant Report For A - 72: Cash Disbursement For Dates 6/19/2021 - 6/19/2021



Check #	Check Date Vendor ID Vendor Name	PO Number	Check Amount
Number o	of Transactions: 41	Warrant Total:	68,153.23
		Vendor Portion:	68.153.23

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 41 in number, in the total amount of \$68,153.23. 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.

6/19/21 Keich Heid Business Manager
Title





heck#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
3977	06/23/2021	8523 Amia J. Maktonado	· · · · · · · · · · · · · · · · · · ·	2,500.00
3978	06/23/2021	8527 Braden J. Blodgett		500.00
3979	06/23/2021	8522 Chance M. Fosmire		100.00
3980	06/23/2021	8518 Elle Garci		250.00
3981	06/23/2021	8524 Hajra N. Akhtar		250.00
3982	06/23/2021	8519 Jacob J. Matthews		250.00
3983	06/23/2021	8521 Jah'nye L. Griffin		1,000.00
3984	06/23/2021	8526 Kaylyn M. Billetts		1,000.00
3985	06/23/2021	8353 Kyle J. Daniels		250.00
3986	06/23/2021	8514 Lacie M. Whitman		250.00
3987	06/23/2021	8514 Lacie M. Whitman		100.00
3988	06/23/2021	8513 Marina R. Barsoum		500.00
3989	06/23/2021	8515 Michael J. Griffin		100.00
3990	06/23/2021	8515 Michael J. Griffin		100.00
3991	06/23/2021	8517 Morgan R. Delsignore		100.00
3992	06/23/2021	8517 Morgan R. Delsignore		250.00
3993	06/23/2021	8517 Morgan R. Delsignore		250.00
3994	06/23/2021	8516 Nathaniel P. Conlen		100.00
3995	06/23/2021	7863 Samad Abdul		500.00
3996	06/23/2021	8528 Savannah M. Ploof		500.00
3997	06/23/2021	8530 Shania S. Alvarenga		300.00
3998	06/23/2021	8520 Steffanie A. Mammoser		250.00
3999	06/23/2021	8525 Syeda S. Hussain		250.00
4000	06/23/2021	8529 Victoria A. Bell		100.00
Number of	Transactions: 24	1	Warrant Total:	9,750.00
			Vendor Portion:	9,750.00

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 24 in number, in the total amount of \$9,750.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6/23/21 Keith Heid Business Manager
Date Signature Business Manager





Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
34001	06/25/2021	3490 CENTRAL PROGRAMS, INC.	831	995.30
34002	06/25/2021	738 DeLOLLO HARDWARE	1057	371.97
34003	06/25/2021	7756 ESCO, INC	1058	280.00
34004	06/25/2021	7450 GMES	1059	878.95
34005	06/25/2021	2498 STADIUM SYSTEM	863	2,986.10
34006	06/25/2021	2503 STAR & STRAND TRANSPORTATION	1086	143,472.78
34007	06/25/2021	4338 SYNCB/AMAZON	913	763.19
34008	06/25/2021	7176 WICKED SMART, LLC	957	1,020.00
Number of Transactions: 8		Warrant Total:	150,768.29	
			Vendor Portion:	150,768.29

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 8 in number, in the total amount of \$150,768.29. 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.

6/25/21	Keich Heid	Business Manager
Date	Signature	Title





Chack #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
34009	06/29/2021	5440 ADAMS BOOK CO.	912	1,427.70
34010	06/29/2021	197 AWARDS BY WALSH'S & CREATIVE	1055	395.00
34011	06/29/2021	7882 BACKYARD SOLUTIONS	1056	132.50
34012	06/29/2021	7879 DePAULA CHEVROLET, INC.	972	5,347.28
34013	06/29/2021	1124 GRASSLAND EQUIPMENT & IRRIGATION CORP.	943	1,637.79
34014	06/29/2021	7059 JOSTEN	977	12.45
34015	06/29/2021	4681 KINNICUTT, G. LAURIE	1075	350.00
34016	06/29/2021	5395 LEONARD BUS SALES, INC.	1076	1,698.24
34017	06/29/2021	4425 NASSP/NJHS	1079	865.00
34018	06/29/2021	6069 NYSMEC	1080	39,542.51
34019	06/29/2021	2018 PASSONNO PAINTS	979	308.40
34020	06/29/2021	2068 PITNEY BOWES GFS LLC	1053	435.00
34021	06/29/2021	7973 PRO INSTITUTIONAL	980	76.19
34022	06/29/2021	3792 SCHINDLER ELEVATOR CORPORATION	945	857.64
34023	06/29/2021	7805 SITEONE LANDSCAPE SUPPLY, LLC	862	1,324.64
34024	06/29/2021	2887 STRIPES	1022	1,472.34
34025	06/29/2021	8470 SWISH WHITE RIVER LTD	1063	1,054.20
34026	06/29/2021	4816 W.B. MASON COMPANY, INC.	902	301.59
34027	06/29/2021	7176 WICKED SMART, LLC	1048	204.00
Number of	f Transactions: 19	9	Warrant Total:	57,442.47
			<b>Vendor Portion:</b>	57,442.47

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 19 in number, in the total amount of \$57,442.47. 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.

6/29/21	Keich Heid	Business Manager
Date	Signature	Title





Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
34028	06/30/2021	7090 BENETECH, INC.		36,000.00
34029	06/30/2021	7090 BENETECH, INC.		36,000.00
34030	06/30/2021	7090 BENETECH, INC.		3,000.00
34031	06/30/2021	4153 BETHLEHEM CENTRAL SD	1158	954.00
34032	06/30/2021	477 CENTER FOR DISABILITY SERVICES	992	2,221.10
34033	06/30/2021	477 CENTER FOR DISABILITY SERVICES	1152	15,069.30
34034	06/30/2021	6049 CROSSROADS CENTER FOR CHILDREN	1153	22,787.84
34035	06/30/2021	3463 HILLCREST EDUCATIONAL CENTERS, INC.	1154	20,145.60
34036	06/30/2021	3393 LANSINGBURGH CSD	1159	10,350.88
34037	06/30/2021	3394 NORTH COLONIE CSD	1160	21,703.89
34038	06/30/2021	3386 NORTH GREENBUSH COMMON S.D.	1161	224.46
34039	06/30/2021	4426 NORTHERN RIVERS	1155	16,788.80
34040	06/30/2021	4426 NORTHERN RIVERS	1030	6,211.08
34041	06/30/2021	2013 PARSONS CHILD & FAMILY CENTER	1156	33,563.20
34042	06/30/2021	3328 SOUTH COLONIE CSD	1162	3,895.45
34043	06/30/2021	3465 ST. CATHERINE'S CENTER	1095	1,316.00
34044	06/30/2021	3465 ST. CATHERINE'S CENTER	1083	21,269.40
34045	06/30/2021	2495 St. Colman's Home	1157	10,404.60
34046	06/30/2021	3301 VANDERHEYDEN HALL, INC	1096	1,686.40
34047	06/30/2021	3301 VANDERHEYDEN HALL, INC.	1087	9,075.00
34048	06/30/2021	3825 WATERFORD-HALFMOON UFSD	1163	3,875.64
34049	06/30/2021	2813 WILDWOOD PROGRAMS, INC.	1088	44,870.40
34050	06/30/2021	6964 WYNANTSKILL UFSD	1164	1,227.24
Number o	f Transactions: 23	3	Warrant Total:	322,640.28
			<b>Vendor Portion:</b>	322,640.28

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 23 in number, in the total amount of \$322,640.28. 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.

6-30-21	Kirch Heid	Business Manager
Date	Signature	Title



Check Warrant Report For A - 73: Medicare reimbursements April - June 2021 For Dates 6/1/2021 - 6/30/2021

Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
34051	08/30/2021	8150 ANDERSON, GEORGEANN M	<u> </u>	891.00
34052	06/30/2021	4755 ARMSTRONG, JUDITH A.		445.50
34053	06/30/2021	5315 ASHLINE, CAROLE L		445.50
34054	06/30/2021	6871 AUMAND, MAUREEN A		445.50
34055	06/30/2021	191 AUSSICKER, CAROL A		445.50
34056	06/30/2021	5202 BARRON, MARILYN		445.50
34057	06/30/2021	6869 BEARD, ANNE		891.00
34058	06/30/2021	4221 BELOKOPITSKY, DONNA M		891.00
34059	06/30/2021	6178 BISCEGLIA, KATHLEEN		433.80
34060	06/30/2021	298 BOEHNING, JEANNETTE		654.00
34061	06/30/2021	8389 BONVILLE JR , JOSEPH R.		445.50
34062	06/30/2021	6256 BOWDEN, WILLIAM		891.00
34063	06/30/2021	4282 BUCHANAN, THERESA C.		385.89
34064	06/30/2021	6759 BULMER, CHRISTINE M.		445.50
34065	06/30/2021	375 BUSTIN, RONALD		891.00
34066	06/30/2021	439 CARLSON, CAROL A.		623.70
34067	06/30/2021	5900 CARROLL, KATHY J.		891.00
34068	06/30/2021	513 CHRISTIANSEN, ROBERT E.		891.00
34069	06/30/2021	5280 CONROY, JOANANN		891.00
34070	06/30/2021	5324 COOK, CATHLEEN		891.00
34071	06/30/2021	5220 COREY, KAREN A.		445.50
34072	06/30/2021	5206 CUSACK, DONNA M.		891.00
34073	06/30/2021	7333 CUSHING, ELIZABETH		330.00
34074	06/30/2021	4943 DINUZZO, CONSTANCE		891.00
34075	06/30/2021	761 DIPOFI, BARBARA J		891.00
34076	06/30/2021	802 DOWLING, JEAN		445.50
34077	06/30/2021	3313 ERDOES, RICHARD M.		891.00
34078	06/30/2021	5210 FAY, DAVIS J		445.50
34079	06/30/2021	4350 FERA, KRISTIN A		445.50
34080	08/30/2021	7926 FIET, SUSAN L.		445.50
34081	06/30/2021	3598 FRUSCIO, PAMELA		445.50
34082	06/30/2021	3133 GENT, BRIAN		
34083	06/30/2021	3774 GINGERESKY, ANNE		406.50
34084	06/30/2021	4161 GOODHINES, CAROLYN		445.50
34085	06/30/2021	3984 HACKER, BECKY L.		327.00
34086	06/30/2021	6254 HAITA, GUS J.		891.00
34087	06/30/2021	3011 HEID, JOHN P.		1,158.30
34088	06/30/2021			445.50
34089	06/30/2021	3341 HEID, SUSAN E.		445.50
34090	06/30/2021	1231 HENDERSON, LEONA 5641 HENRY, PENNY T.		445.50
34090 34091	06/30/2021			891.00
34092		4000 HOGAN, JOSEPH M		445.50
	06/30/2021	1266 HOLMES, CATHERINE E.		445.50
34093 34094	06/30/2021	5213 HOLMES, RICHARD M.		445.50
	06/30/2021	1291 HOXIE, LINDA M.		445.50
34095	06/30/2021	3828 JULIAN, LILLIAN		445.50



Check Warrant Report For A - 73: Medicare reimbursements April - June 2021 For Dates 6/1/2021 - 6/30/2021

Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
34096	06/30/2021	5100 KILCULLEN, MADELINE E	· · ·	445.50
34097	06/30/2021	3028 KILIAN, CATHERINE B		445.50
34098	06/30/2021	5123 KING, JULIA A.		445.50
34099	06/30/2021	5124 KULKA, NATALIE T.		445.50
34100	06/30/2021	3104 LAPE, ELLEN F.		891.00
34101	06/30/2021	4630 BEVERLY LAVICK		385.89
34102	08/30/2021	4285 LINENDOLL, STEWART D.		891.00
34103	06/30/2021	1632 MARDIGAN, GEORGE		891.00
34104	06/30/2021	7430 McCAFFERY, SANDRA M		891.00
34105	06/30/2021	5314 McKEE-DeCRESCENZO, FRANCES R.		771.78
34106	06/30/2021	5147 McLAUGHLIN, JANET N.		445.50
34107	06/30/2021	6656 MINBIOLE, THERESA A.		891.00
34108	06/30/2021	4185 MORREALE, CHARLES V.		891.00
34109	06/30/2021	5103 MULLANEY, VIRGINIA H.		445.50
34110	06/30/2021	5131 O'CONNELL, SHARON A.		321.00
34125	06/30/2021	4858 PALIWODZINSKI, FRANCES		562.50
34126	06/30/2021	2005 PARISI, FRANK		402.00
34127	06/30/2021	3983 PERRY, GEORGE A.		891.00
34128	06/30/2021	4357 POZNANSKI, MONICA P		445.50
34129	06/30/2021	4691 RANDALL, STEPHANIE E.		385.89
34130	06/30/2021	6182 RINGS, MARIANNE		445.50
34131	06/30/2021	3264 ROONEY, JANE C.		445.50
34132	06/30/2021	2303 SANDS, THOMAS		891.00
34133	06/30/2021	5403 SAUTER, VIRGINIA H.		445.50
34134	06/30/2021	6172 SHEVY, DEBORAH C		445.50
34135	06/30/2021	6022 SICKO, BONNIE		891.00
34136	06/30/2021	4513 MARJORIE F. SLICHKO		406.50
34137	06/30/2021	5106 SOSLER, ANNE M		891.00
34138	06/30/2021	5136 SOUCY, ADELA		891 00
34139	06/30/2021	5265 TALLMAN, DONNA		445.50
34140	06/30/2021	3910 TEITSCH, DEBORAH		445.50
34141	06/30/2021	4758 TERPENING, KATHY		445.50
14142	06/30/2021	4635 THOMAS, JOHN R.		445.50
14143	06/30/2021	7283 TORRISI, PHYLLIS		891.00
14144	06/30/2021	3788 TRELA, SIGRID L.		891.00
4145	06/30/2021	5904 VINCENT, TRUDIE R.		445.50
4146	06/30/2021	6778 VOGEL, MARY H.		445.50
4147	06/30/2021	4802 WALSH, CHRISTOPHER		490.20
4148	06/30/2021	5141 WALUKAS, EILEEN M		980.10
4149	06/30/2021	2778 WEAVER, JOHN C.		445.50
4150	06/30/2021	5104 JOHN W. WEBB		445.50
4151	06/30/2021	2799 WESTFALL, GLENN J		445.50
4152	08/30/2021	2864 YANNI, KATHRYN		891.00

Check Warrant Report For A - 73: Medicare reimbursements April - June 2021 For Dates 6/1/2021 - 6/30/2021



Check # Check Date Vendor ID Vendor Name PO Number Check Amount

Number of Transactions: 88 Warrant Total: 53,575.05

Vendor Portion: 53,575.05

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 88 in number, in the total amount of \$53,575.05. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date Signature Business Manager Title





Check #	Check Date V	/endor ID Vendor Name	PO Number	Check Amount
34153	06/30/2021	8301 HARTNAGLE, ERIC	<del></del>	67.50
34154	06/30/2021	8512 LAW, BRIAN		135.00
34155	06/30/2021	3895 WILLETTS, DAVID		67.50
Number of Transactions: 3			Warrant Total:	270.00
			Vendor Portion:	270.00

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$270.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6-30-21	Keal Heid	Business Manager
Date	Signature	Title





Check Amount	PO Number	Vendor ID Vendor Name	Check Date	Check#
243.00	1132	7293 ALL LANGUAGE TRANSLATIONS	06/30/2021	34156
24 74	1100	4338 AMAZON CAPITAL SERVICES	06/30/2021	34157
764.65	1044	197 AWARDS BY WALSH'S & CREATIVE	06/30/2021	34158
95.00	1169	197 AWARDS BY WALSH'S & CREATIVE	06/30/2021	34159
10 50	1185	3495 BEARCOM	06/30/2021	34160
315.00	1106	8506 CASALE RENT-ALL LLC - COLONIE	06/30/2021	34161
1,705.00	98	8341 CONVERGEONE, INC.	06/30/2021	34162
817.96	1171	4255 CRISAFULLI BROS	06/30/2021	34163
57.75	1133	5341 CRYSTAL ROCK	06/30/2021	34164
444.64	1172	738 DeLOLLO HARDWARE	06/30/2021	34165
1,986.00	1186	7756 ESCO, INC	06/30/2021	34166
157.50	1165	4124 GIRVIN & FERLAZZO	06/30/2021	34167
90 82	1176	6310 GOLUB CORPORATION	06/30/2021	34168
467 94	1135	3995 HOME DEPOT CREDIT SERVICES	06/30/2021	34169
747.18	1136	7346 J MCBAIN ELECTRIC	06/30/2021	34170
28.50	1137	1391 JOSEPH P. MANGIONE, INC	06/30/2021	34171
1,153.84	861	7059 JOSTEN	06/30/2021	34172
29.88	1151	5318 KOWALEWSKI, CHRISTOPHER	06/30/2021	34173
75 00	1166	7511 LIFETIME BENEFIT SOLUTIONS	06/30/2021	34174
41.09	1138	7418 LINGO	06/30/2021	34175
169.19	949	8218 MACMILLAN HOLDINGS LLC	06/30/2021	34176
1.552.50	1050	4250 MODERN CARPET CO	06/30/2021	34177
196.00	1139	7621 MOUNTAIN TOP PORTABLE TOILETS	06/30/2021	34178
1,155 82	1140	8453 PACIFIC PACKAGING PRODUCTS, INC	06/30/2021	34179
580 00	1061	6309 PARKITECTS, INC	06/30/2021	34180
348 25	954	4518 PLAQUES AND SUCH	06/30/2021	34181
355 68	1141	7973 PRO INSTITUTIONAL	06/30/2021	34182
1,000.00	1167	6664 RUTNIK TESSITORE, CARRON	06/30/2021	34183
53 50	1174	4122 SPRINT	06/30/2021	34184
643 41	1187	4978 STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	06/30/2021	4185
31 87	1143	3837 VERIZON	06/30/2021	4186
717.61	1188	3837 VERIZON	06/30/2021	4187
8.769.00	1144	4816 W B MASON COMPANY, INC.	06/30/2021	4188
24,828.82	Warrant Total:		Number of Transactions: 33	
24,828.82	Vendor Portion:			

#### **Certification of Warrant**

To The District Treasurer. I hereby certify that I have verified the above claims. 33 in number, in the total amount of \$24,828.82. 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.

6-30-21 Keich Heid Business Manager
Date Signature Title





Check Amount	PO Number	Vendor IO Vendor Name	Check Date	Check #	
586.37	1212	7887 ALBANY COUNTY BOARD OF ELECTIONS	06/30/2021	34189	
607.75	1208	7355 BENEFIT RESOURCE, INC.	06/30/2021	34190	
1,653.76	1209	7527 CASELLA WASTE SERVICES	06/30/2021	34191	
11,393.92	1193	6049 CROSSROADS CENTER FOR CHILDREN	06/30/2021	34192	
3,002 00	1194	6049 CROSSROADS CENTER FOR CHILDREN	06/30/2021	34193	
4,230 00	1195	6049 CROSSROADS CENTER FOR CHILDREN	06/30/2021	34194	
12,663.05	1219	4287 CSArch	06/30/2021	34195	
7,602.58	1220	4287 CSArch	06/30/2021	34196	
158.78	1206	5485 DeMENTO, KIRSTEN	06/30/2021	34197	
400.00	1107	5682 FACILITIES EQUIPMENT & SERVICE, INC.	06/30/2021	34198	
1,471.50	1196	4453 FERRARA FIORENZA P.C.	06/30/2021	34199	
1,795 00	1211	1002 FOUR WINDS HOSPITAL	06/30/2021	34200	
262.50	1207	4124 GIRVIN & FERLAZZO	06/30/2021	34201	
7,834.40	1199	3463 HILLCREST EDUCATIONAL CENTERS, INC.	06/30/2021	34202	
400 00	1213	8449 MCKEE MS, TOM	06/30/2021	34203	
30,663.69	1197	3394 NORTH COLONIE CSD	06/30/2021	34204	
8,394 40	1200	4426 NORTHERN RIVERS	06/30/2021	34205	
16,781.60	1201	2013 PARSONS CHILD & FAMILY CENTER	06/30/2021	34206	
379.46	1198	6769 SMITH, REBECCA	06/30/2021	34207	
1,440.00	1210	3328 SOUTH COLONIE CSD	06/30/2021	34208	
10,569 00	1202	3465 ST. CATHERINE'S CENTER	06/30/2021	34209	
10,569 00	1221	3465 ST. CATHERINE'S CENTER	06/30/2021	34210	
6,942.00	1216	2498 STADIUM SYSTEM	06/30/2021	34211	
68,574.17	1217	2503 STAR & STRAND TRANSPORTATION	06/30/2021	34212	
330.00	1142	2887 STRIPES	06/30/2021	34213	
4,642.90	1203	3301 VANDERHEYDEN HALL, INC	06/30/2021	34214	
10,568.59	1218	7810 WATERVLIET CIVIC CHEST, INC.	06/30/2021	14215	
22,027.60	1204	2813 WILDWOOD PROGRAMS, INC.	06/30/2021	14216	
245,944.02	Warrant Total:		Number of Transactions: 28		
245,944.02	Vendor Portion:				

#### Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 28 in number, in the total amount of \$245,944.02. 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.

6/30/21	Keich Heid	Business Manager
Date	Signature	Title

### Check Warrant Report For C - 15: Cash Disbursement For Dates 6/15/2021 - 6/15/2021



Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
2828	06/15/2021	8280 KS STATEBANK	12	1,492.21
Number of Transactions: 1			Warrant Total:	1,492.21
			Vendor Portion:	1,492,21

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$1,492.21. 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.

6/15/21 Keish Heid Business Manager
Date Signature Title





Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
2829	06/29/2021	3182 BIMBO BAKERIES USA	1112	480.80
2830	06/29/2021	823 DZEMBO'S DAIRY INC.	1113	6,912.60
2831	06/29/2021	3557 GILLETTE CREAMERY	1114	357.06
2832	06/29/2021	1077 Ginsberg's Institutional Foods	1115	4,305.94
2833	06/29/2021	6310 GOLUB CORPORATION	1117	57.28
2834	06/29/2021	4652 MORGAN LINEN SERVICE, INC.	1116	731.00
2835	06/29/2021	8470 SWISH WHITE RIVER LTD	1118	5,244.44
2836	06/29/2021	7435 US FOODS, INC.	1119	23,554.25
Number o	of Transactions: 8		Warrant Total:	41,643.37
			Vendor Portion:	41,643.37

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 8 in number, in the total amount of \$41,643.37. 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.

6/29/21	Keich Heid	Business Manager
Date	Signature	Title

## Check Warrant Report For C - 17: Cash Disbursement For Dates 6/30/2021 - 6/30/2021



Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
2837	06/30/2021	3182 BIMBO BAKERIES USA	1178	1,287 24
2838	06/30/2021	823 DZEMBO'S DAIRY INC.	1179	5,639,55
2839	06/30/2021	8487 FOODPLAY PRODUCTIONS	866	797.50
2840	06/30/2021	3557 GILLETTE CREAMERY	1180	300.90
2841	06/30/2021	7351 HILL & MARKES INC	1181	670.53
2842	06/30/2021	4652 MORGAN LINEN SERVICE, INC.	1182	790 62
2843	06/30/2021	8470 SWISH WHITE RIVER LTD	1183	2.663.70
2844	06/30/2021	7435 US FOODS, INC.	1184	24,590.41
Number of Transactions: 8			Warrant Total:	36,740.45
			Vendor Portion:	36,740.45

#### **Certification of Warrant**

To The District Treasurer, I hereby certify that I have verified the above claims, 8 in number, in the total amount of \$36,740.45. 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.

6 30 21	Keich Heid	Business Manager
Date	Signature	Title

## Check Warrant Report For F - 10: Cash Disbursement For Dates 6/4/2021 - 6/4/2021



Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
1445	06/04/2021	3082 CAPITAL REGION BOCES	1018	48,572.15
1446	06/04/2021	551 COCCA'S APPLIANCES	966	1,450 00
1447	06/04/2021	7945 MUSIC THEATRE INTERNATIONAL	562	810 00
1448	06/04/2021	2178 RAY AUDIO VIDEO	868	823.75
1449	06/04/2021	2903 SCHOOL SPECIALTY, LLC	826	1,273 51
1450	06/04/2021	4338 SYNCB/AMAZON	870	971.15
Number of Transactions: 6			Warrant Total:	53,900.56
			Vendor Portion:	53,900.56

#### **Certification of Warrant**

To The District Treasurer. I hereby certify that I have verified the above claims, 6 in number. In the total amount of \$53,900,56. 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.

6/4/21	Keich Heid	Business Monager
Date	Signature	Title

#### Check Warrant Report For F - 11: Cash Disbursement For Dates 6/19/2021 - 6/19/2021



Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
1451	06/19/2021	4547 ACHIEVEMENTS, PLLC	1089	10.150 00
1452	06/19/2021	7978 APTER & O'CONNOR	1090	3.020 00
1453	06/19/2021	8462 BOYS AND GIRLS CLUBS OF THE CAPITAL AREA	1091	25,250.00
1454	06/19/2021	8451 CAPITAL REGION CHAMBER	1092	35,755.00
1455	06/19/2021	3465 ST CATHERINE'S CENTER	1093	468 00
1456	06/19/2021	3301 VANDERHEYDEN HALL, INC	1094	351.04
Number	of Transactions: 6		Warrant Total:	74,994.04
			Vendor Portion:	74,994.04

#### **Certification of Warrant**

To The District Treasurer, I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$74,994.04. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6/19/21 Keith Heid Business Manager
Date Signature Title

#### Check Warrant Report For F - 12: Cash Disbursement For Dates 6/24/2021 - 6/24/2021



Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
1457	06/24/2021	8531 UPSTATE COOKIE SHACK	1131	812 50
Number o	of Transactions: 1		Warrant Total:	812.50
			Vendor Portion:	812.50

#### **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 \$812.50. 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.

6/24/21 Keith Heid Business Manager

Date Signature Business Manager





Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
1458	06/30/2021	4547 ACHIEVEMENTS, PLLC	1189	10,150 00
1459	06/30/2021	4338 "CONTINUED" AMAZON CAPITAL SERVICES		0.00
1460	06/30/2021	4338 AMAZON CAPITAL SERVICES	1146	7,465 86
1461	06/30/2021	8507 BARKAMIAN, KIMBERLEIGH	1123	100 00
1462	06/30/2021	283 BLICK ART MATERIALS	1147	317 57
1463	06/30/2021	8462 BOYS AND GIRLS CLUBS OF THE CAPITAL AREA	1168	25,250 00
1464	06/30/2021	8499 CUSTOM INK	1051	316 02
1465	06/30/2021	8498 ISLAND SCHOOL & ART SUPPLY, INC	1042	2,018 98
1466	06/30/2021	8508 KUSSLER, MELISSA	1124	200 00
1467	06/30/2021	8344 LEXIKEET LLC	1149	2,500 00
1468	06/30/2021	6702 MENANDS UFSD	1190	26,820 39
1469	06/30/2021	8509 MOORE, LYNDSAY	1125	100 00
1470	06/30/2021	8510 MULTI-HEALTH SYSTEMS INC	1126	1 387 50
1471	06/30/2021	8081 PIONEER BANK CARD SERVICES	1177	480 00
1472	06/30/2021	8304 QnA TECH	1049	58,272 30
1473	06/30/2021	8343 READING HORIZONS	1128	19,999 40
1474	06/30/2021	4879 ROTTERDAM-MOHONASEN CENTRAL	1191	26 591 06
1475	06/30/2021	2339 SCHOLASTIC INC	857	468.23
1476	06/30/2021	2903 SCHOOL SPECIALTY, LLC	1110	232 65
1477	06/30/2021	5511 STAGNO-BRODHEAD, MARIALUIGIA	1150	100.00
1478	06/30/2021	8532 THE COMPREHENSIBLE CLASSROOM	1148	1,147.00
Number of	f Transactions: 21		Warrant Total:	183,916.96
			<b>Vendor Portion:</b>	183,916.96

#### Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 21 in number, in the total amount of \$183,916.96. 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.

6.30.21 Keich Heid Business Manager
Date Signature Title

## Check Warrant Report For F - 14: Cash Disbursement For Dates 6/30/2021 - 6/30/2021



Check #	Check Date V	Vendor ID Vendor Name	PO Number	Check Amount
1479	06/30/2021	3082 CAPITAL REGION BOCES	1222	63 929 14
1480	06/30/2021	2013 PARSONS CHILD & FAMILY CENTER	859	80.00
Number o	of Transactions: 2		Warrant Total:	64,009.14
			Vendor Portion:	64,009.14

#### **Certification of Warrant**

To The District Treasurer I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$64,009.14. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6/30/21	Neich Heid	Business Manager
Date	Signature	Title

1/1





Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
1004	06/19/2021	8504 DLC ELECTRIC, LLC	1097	41,049.50
1005	06/19/2021	7883 GALLO CONSTRUCTION	1098	40,548.28
1006	06/19/2021	8505 GENERAL ROOFING CONTRACTORS	1099	118,750.00
Number o	of Transactions: 3		Warrant Total:	200,347.78
			Vendor Portion:	200,347.78

#### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$200,347.78. 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.

6/19/21	Keich Heid	Business Manager
Date	Signature	Title



Payroll Tax Expense Breakdown For Checks Dated 6/4/2021 - 6/4/2021

Account	Gross Pay	FICA Wages	FICA Exp	MEDI Wages	MEDI Exp	FICAMEDI Exp	TRS W/H	Total Expense
Fund A Totals:	405,768.50	395,767.36	24,537.59	395,767.36	5,738.58	30,276.17	2,957.40	436,044.67
Fund C Totals:	16,332.66	16,093.66	997.81	16,093.66	233.37	1,231.18	0.00	17,563.84
Fund FA21 Totals:	13,445.52	13,196.22	818.17	13,196.22	191.34	1,009.61	0.00	14,456.03
Fund FC21 Totals:	12,475.34	12,173.46	754.75	12,173.46	176.52	931.27	149.12	13,406.61
Fund FE21 Totals:	3,061.97	3,027.47	187.70	3,027.47	43.90	231.60	0.00	3,293.57
Fund FX21 Totals:	2,463.39	2,418.93	149.97	2,418.93	35.08	185.05	10.38	2,648.44
Grand Totals:	463,547.38	442,677.10	27,445.99	442,677.10	6,418.79	33,864.78	3,116.90	487,412.16

EICA / MEDICARE	
Gross Pay	453,547.38
FICA Wages	442,677.10
Employer FICA	27,446.99
Employee FICA	27,445.99
MEDI Wages	442,677.10
Employer MEDI	6,418.79
Employee MEDI	6,418.79
*Portion From Additional Withholding	0.00
TRS Withholding	3,116.90

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.

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Payroli Tax Expense Breakdown For Checks Dated 6/11/2021 - 6/11/2021

Account	Gross Pay	FICA Wages	FICA Exp	MED! Wages	MEDI Exp	MEDI Exp FICA/MEDI Exp	TRS W/H	TRS W/H Total Expense
Fund A Totals:	63,795.63	63,795.63	3,956.33	63,795.63	925.11	4,680.44	241.76	68,676.07
Fund FX21 Totals:	3,897.40	3,897.40	241.63	3,897.40	56.51	298.14	90.72	4,195.54
Grand Totals:	67,693.03	67,693.03	4,196.96	67,693.03	981.62	6,178.68	332.48	72,871.61

FICA / MEDICARE	
Gross Pay	67,693.03
FICA Wages	67,693.03
Employer FICA	4,196.96
Employee FICA	4,196.96
MEDI Wages	67,693.03
Employer MEDI	981.62
Employee MED!	981.62
*Portion From Additional Withholding	0.00
TRS Withholding	332.48

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.



Payroll Tax Expense Breakdown For Checks Dated 6/18/2021 - 6/18/2021

Account	Gross Pay	FICA Wages	FICA Exp	MEDI Wages	MEDI Exp	FICAMEDI Exp	TRS W/H	Total Expense
Fund A Totals:	1,627,930.49	1,527,281.36	94,691.51	1,527,281.36	22,145.57	116,837.08	12,028.58	1,644,767.57
Fund C Totals:	15,952.98	15,715.09	974.34	15,715.09	227.89	1,202.23	0.00	17,155.19
Fund FA21 Totals:	67,227.31	67,227.31	4,168.10	67,227.31	97.4.79	5,142.89	0.00	72,370.20
Fund FC21 Totals:	62,376.74	62,376.74	3,867.36	62,376.74	904.46	4,771.81	745.60	67,148.55
Fund FE21 Totals:	3,061.75	3,028.19	187.75	3,028.19	43.91	231.66	0.00	3,293.41
Fund FX21 Totals:	1,552.60	1,552.60	96.26	1,552.60	22.51	118.77	0.00	1,671.37
Grand Totals:	1,678,101.85	1,677,181.29	103,985.31	1,677,181.29	24,319.13	128,304.44	12,774.18	1,806,406.29

FICA / MEDICARE		1,077,101,29 Oyer FICA 103,985,31		Wages 1,677,181.29	Oyer MED) 24,319.13	oyee MEDI 24,319.13	*Portion From Additional Withholding 0.00	TRS Withholding 12,774.18
	Gross Pay	Employer FICA	Employee FICA	MED! Wages	<b>Employer MEDI</b>	Employee MEDI	*Portion F	TRS Withho

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.



Payroll Tax Expense Breakdown For Checks Dated 6/29/2021 - 6/29/2021

Account	Gross Pay	FICA Wages	FICA Exp	MED! Wages	MEDI Exp	MEDI Exp FICA/MEDI Exp	TRS W/H	TRS W/H Total Expense
Fund A Totals:	78,904.97	78,904.97	4,892.14	78,904.97	1,144.12	6,036,26	75.60	84,941.23
Fund C Totals:	14,365.08	14,365.08	890.65	14,365.08	208.29	1,098.94	0.00	15,464.02
Grand Totale:	93,270.05	93,270.05	5,782.79	93,270.05	1,352.41	7,136.20	75.60	100,405.25

EICA / MEDICARE	
Gross Pay	93,270.05
FICA Wages	93,270.05
Employer FICA	5,782.79
Employee FICA	5,782.79
MEDI Wages	93,270.05
Employer MED!	1,352.41
Employee MEDI	1,352.41
*Portion From Additional Withholding	0.00
TRS Withholding	75.60

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.

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

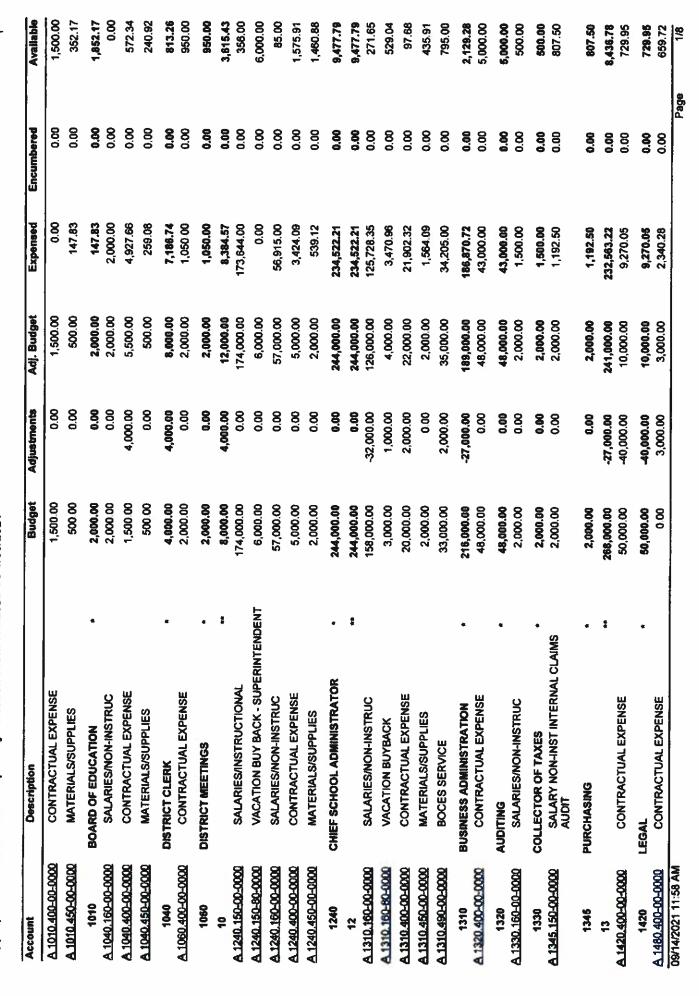


A 1001						
1001	PROPERTY TAX	6,504,000.00	42,000.00	6,546,000.00	6,546,650.98	-650.98
A 1081	PAYMENTS IN LIEU OF TAXES	205,000.00	-4,000.00	201,000.00	201,487.55	-487 55
A 1085	STAR	735,000.00	-45,000.00	690,000.00	690,153.57	-153.57
A 1090	INTEREST AND PENALTIES	31,000.00	-2,000.00	29,000.00	29,041.62	-41.62
A1111	CONSUMER UTILITY TAX	335,000.00	0.00	335,000.00	358,073.06	-23,073.06
A.1410	ADMISSIONS	12,000.00	-12,000.00	0.00	00:00	00.00
A 2230	DAY SCHOOL TUITION	20,000.00	4,000.00	24,000.00	24,428.00	-428.00
A 2401	INTEREST & EARNINGS	00:0	0.00	0.00	14.60	-14.60
A 2410	BUILDING USE	10,000.00	-6,000.00	4,000.00	4,025.00	-25.00
A 2701	REFUND OF PRIOR YEARS EXPENSES	160,000.00	00.00	160,000.00	225,544.25	-65,544.25
A 2770	OTHER UNCLASSIFIED	30,000.00	00.0	30,000.00	37,251.93	-7,251.93
A2770A	APPAREL SALES	0.00	00.0	0.00	210.00	-210.00
A3101	BASIC FORMULA	12,265,000.00	-331,000.00	11,934,000.00	11,934,318.38	-318.38
A3101.A	EXCESS COST	3,900,000.00	475,000.00	4,375,000.00	4,377,769.00	-2,769.00
A 3102	LOTTERY AID	1,987,000.00	-81,000.00	1,906,000.00	1,906,029.28	-29.28
A 3102 A	VLT LOTTERY	688,000.00	00:00	688,000.00	720,218.23	-32,218.23
A 3102.6	COMMERCIAL GAMING	79,000.00	00:0	79,000.00	117,827.11	-38,827.11
A 3103	BOCES	834,000.00	25,000.00	859,000.00	988,874.00	-129,874.00
A 3260	TEXTBOOKS	25,000.00	-2,000.00	23,000 00	23,128.00	-128.00
A 3262	SOFTWARE	9,000.00	-1,000.00	8,000.00	8,896.00	-896.00
A 3262.A	HARDWARE	12,000.00	2,000.00	14,000.00	14,585.00	-585.00
A.3263	LIBRARY MATERIALS	12,000.00	4,000.00	8,000.00	8,362.00	-362.00
A 3289.A	CSBT	57,000.00	0.00	57,000.00	84,820.00	-27,820.00
A 4107	IMPACT AID	15,000.00	00:00	15,000.00	22,115.00	-7,115.00
A 4289	INTEREST SUBSIDY FOR QSCB	164,000.00	00 0	164,000.00	164,696.60	-696.60
A 4601	MEDICAID REIMBURSEMENT	125,000.00	-64,000.00	61,000.00	61,983.89	-983.89
A 5031	INTERFUND TRANSFERS, SPECIFY	0.00	4,000.00	4,000.00	4,963.25	-963.25
	A Totals:	28,214,000.00	0.00	28,214,000.00	28,555,466.30	-341,466.30
	Grand Totals:	28,214,000.00	0.00	28,214,000.00	28,555,466.30	-341,466.30

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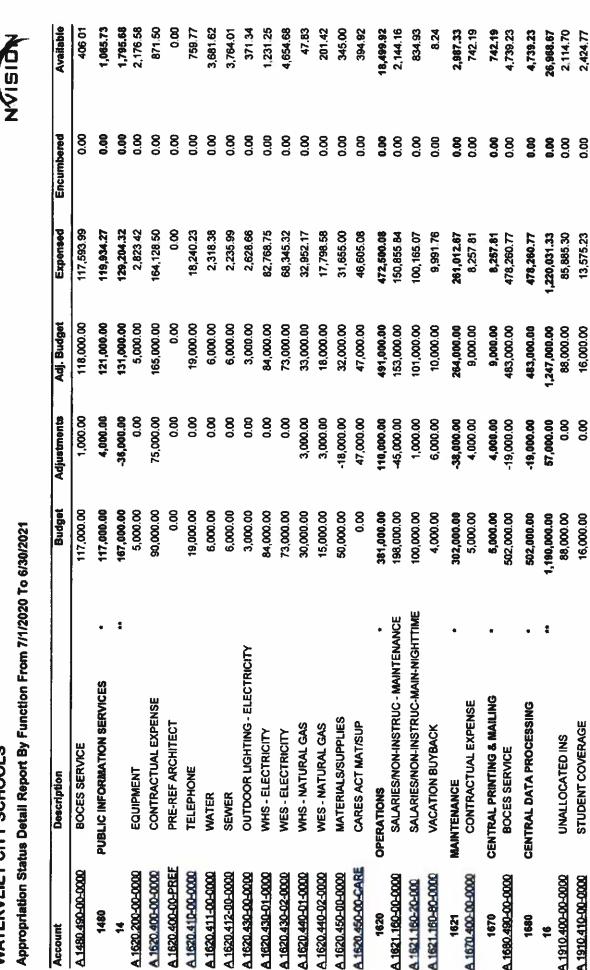


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Account



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**REFUND ON REAL PROPERTY TAXES** 

SCHOOL ASSOCIATION DUES REFUND REAL PROP TAX

UNALLOCATED INSURANCE

SCHOOL ASSOC DUES

A 1920.400-00-0000

1910

A 1964.400-00-0000

1964

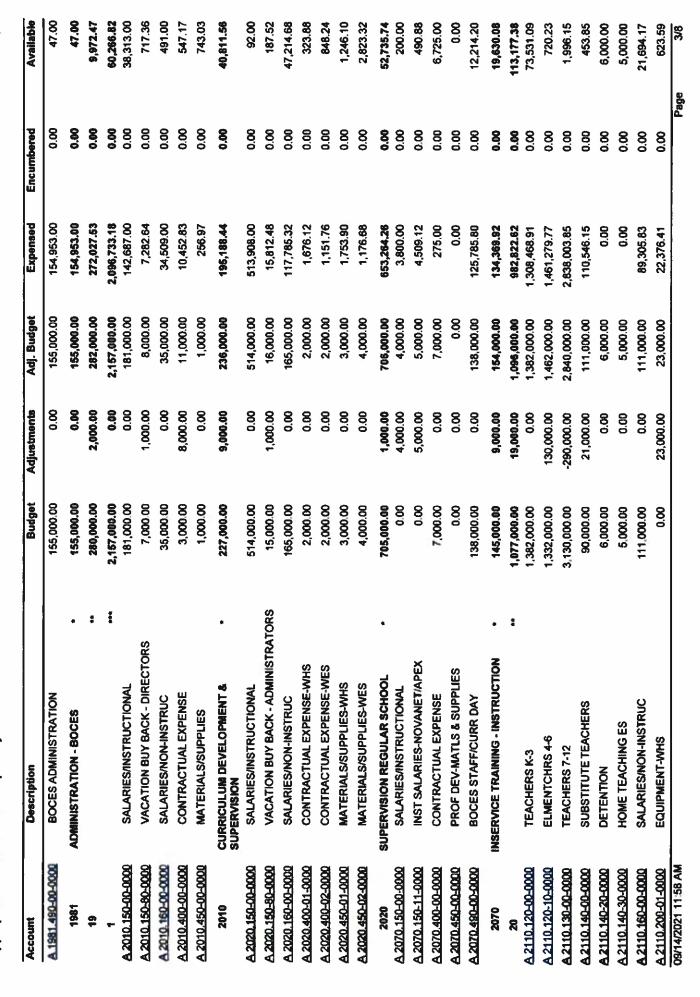
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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.400-01-0000	CONTRACTUAL EXPENSE-WHS	7,000.00	0.00	7,000.00	2,641.00	0.00	4,359.00
A 2110,400-02-0000	CONTRACTUAL EXPENSE-WES	9,000 00	2,000.00	11,000.00	10,743.59	0.00	256.41
A 2110.450-01-0000	MATERIALS/SUPPLIES-WHS	25,000.00	0.00	25,000.00	7,749.98	0.00	17,250.02
A 2110.450-01-4000	M/S WHS MATH	0.00	1,000.00	1,000.00	489.80	0.00	510.20
A 2110 450-01-9000	M/S WHS TECHNOLOGY	0.00	1,000.00	1,000.00	619.07	0.00	380.93
A 2110.450-01-9300	M/S WHS HOME/CAREERS	0.00	1,000.00	1,000.00	124.83	0.00	875.17
A 2110.450-02-0000	MATERIALS/SUPPLIES-WES	3,000.00	10,000.00	13,000.00	12,113.18	0.00	886.82
A 2110.450-02-1000	M/S WES KINDERGARTEN	2,000.00	0.00	2,000.00	1,081.60	0:00	918.40
A 2110.450-02-2000	M/S WES 1ST GRADE	2,000.00	0.00	2,000.00	1,305.08	0.00	694.92
A 2110.450-02-3000	M/S W/ES 2ND GRADE	2,000.00	0.00	2,000.00	1,157.23	0.00	842.77
A 2110.450-02-4000	M/S WES 3RD GRADE	2,000.00	00.00	2,000.00	905.85	00.00	1,094.15
A 2110 450-02-5000	M/S WES 4TH GRADE	2.000.00	000	2,000.00	922.31	0.00	1,077.69
A 2110.450-02-5000	M/S WES 5TH GRADE	2,000 00	00.00	2,000.00	1,439.44	0.00	560.56
A 2110,450-02-7000	M/S WES 6TH GRADE	2,000.00	00.00	2,000.00	810.86	0.00	1,189.14
A 2110.450-02-8000	M/S WES PHYS ED	1,000.00	0.00	1,000.00	459.13	00.00	540.87
A 2110.450-02-9000	M/S WES MUSIC	1,000.00	0.00	1,000.00	206.33	0.00	793.67
A 2110.450-02-9100	M/S WES ART	1,000.00	1,000.00	2,000.00	1,783.99	00:00	216.01
A 2110.450-02-CARE	CARES ACT MATERIALS/SUPPLIES-WES	0.00	1,000.00	1,000.00	83.90	00:00	916.10
A 2110.471-00-0000	TUITION-OTHER DISTRICTS	20,000 00	126,000.00	176,000.00	175,916.66	00.00	83.34
A 2110.473-00-0000	HENRY JOHNSON CHARTER SCHOOL	22,000.00	50,000.00	72,000.00	71,774.30	0.00	225.70
A 2110.473-00-ACCS	ALBANY COMMUNITY CHARTER SCHOOL	51,000.00	-51,000.00	0.00	0.00	00:00	0.00
A 2110,473-00-BOYS	BRIGHTER CHOICE FOR BOYS	43.000.00	4,000.00	47,000.00	46,365.15	0.00	634.85
A 2110.473-00-GIRL	BRIGHTER CHOICE FOR GIRLS	92,000,00	-50,000.00	42,000.00	41,912.00	0.00	88.00
A2110.473-00-GREN	GREEN TECH HIGH CHARTER SCHOOL	48,000.00	26,000.00	74,000.00	73,346.00	0.00	654.00
A2110473-00-KIPP	KIPP CHARTER SCHOOL - PRIMARY	170,000.00	32,000.00	202,000.00	201,282.39	0.00	717.61
A 2110-473-00-LEAD	ALBANY LEADERSHIP CHARTER GIRLS	92,000.00	-26,000.00	29,000.00	28,551.54	0.00	448.46
A 2110.473-00-TROY	TROY PREP CHARTER SCHOOL	235,000.00	0.00	235,000.00	231,060.86	0.00	3,939.14
A 2110.473-01-KIPP	KIPP CHARTER SCHOOL - MIDDLE	106,000.00	38,000.00	144,000.00	143,024.45	0.00	975.55
A 2110.473-02-KIPP	KIPP ACCS ELEMENTARY SCHOOL	00'0	11,000.00	11,000.00	10,477.99	0:00	522.01
A 2110.473-03-KIPP	KIPP ACCS MIDDLE SCHOOL	00.00	21,000.00	21,000.00	20,956.01	0.00	43.99
A 2110.480-01-0000	TEXTBOOKS-WHS	5,000.00	000	5,000.00	3,053.87	0.00	1,946.13
A 2110 480-02-0000	TEXTBOOKS-WES	5,000.00	2,000.00	7,000.00	6,600.65	00:00	399.35
A 2110 480-02-1000	TEXTBOOKS-WES-KINDERGARTEN	0.00	1,000.00	1,000.00	954.30	0.00	45.70

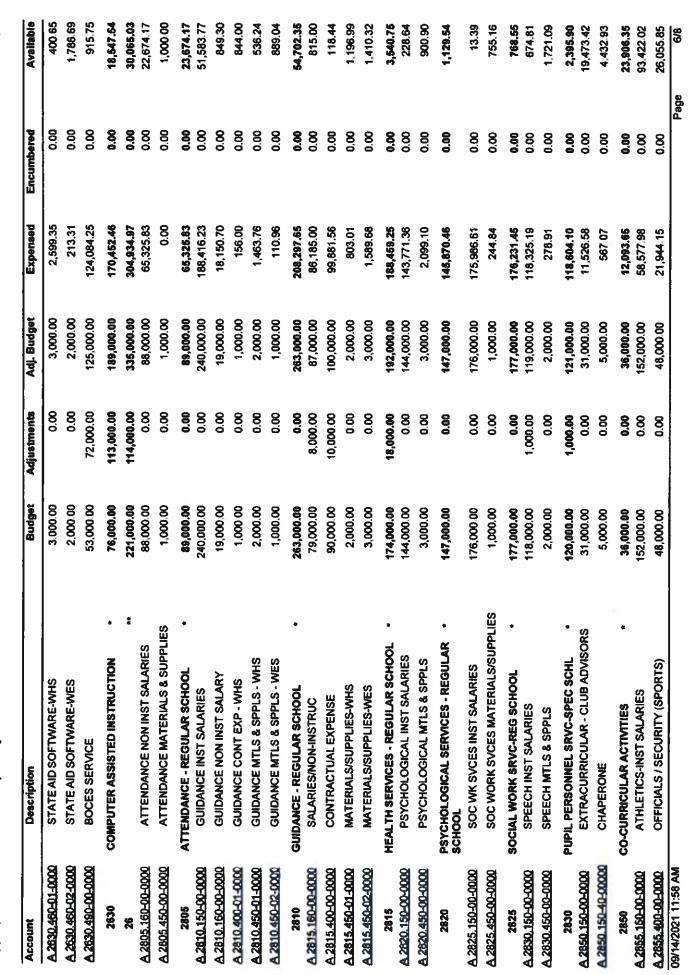
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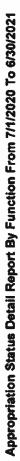


Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110 480-02-2000	TEXTBOOKS-WES-1ST GRADE	00:0	1,000.00	1,000.00	872.61	00:0	127.39
A 2110 480-02-3000	TEXTBOOKS-WES-2ND GRADE	00:0	1,000 00	1,000.00	818.15	0.00	181.85
A 2110.480-02-5000	TEXTBOOKS-WES-4TH GRADE	0.00	0.00	0.00	0.00	0.00	00.0
A 2110.490-00-0000	BOCES SERVICE	76,000.00	9,000.00	85,000.00	84,726.00	0.00	274.00
2110	TEACHING	7,075,000.00	96,000.00	7,171,000.00	7,016,311.02	0.00	154,688.98
21		7,075,000.00	98,000.00	7,171,006.00	7,016,311.02	0.00	154,688.98
A 2250.150-00-0000	SALARIES/INSTRUCTIONAL	786,000.00	-24,000.00	762,000.00	761,773.82	00.00	226.18
A 2250.150-01-0000	SALARIES/ADMINISTRATION	191,000.00	-59,000.00	132,000.00	131,598.10	00:00	401.90
A 2250, 150-10-0000	SALARIES/TEACHING ASSISTANTS	473,000.00	-20,000.00	453,000.00	452,351.38	0.00	648.62
A 2250,160-00-0000	SALARIES/NON-INSTRUC	34,000.00	0.00	34,000.00	25,178.00	00:0	8,822.00
A 2250.400-01-0000	CONTRACTUAL EXPENSE-WHS	38,000.00	21,000.00	59,000.00	58,358.69	0.00	641.31
A 2250.400-02-0000	CONTRACTUAL EXPENSE-WES	12,000.00	00:00	12,000.00	9,820.04	00:0	2,179.96
A 2250 450-01-0000	MATERIALS/SUPPLIES-WHS	1,000.00	00:00	1,000.00	681.67	00:00	318.33
A 2250 450-02-0000	MATERIALS/SUPPLIES-WES	2,000.00	00.00	2,000.00	1,480.03	0.00	519.97
A 2250.470-00-0000	NOITION	953,000.00	21,000.00	974,000.00	973,049.56	00:0	950.44
A 2250.473-00-0000	PAYMENTS TO CHARTER SCHOOLS	31,000.00	00.0	31,000.00	27,745.13	00:00	3,254.87
A 2250.490-00-0000	BOCES SERVICE	2,475,000.00	-200,000.00	2,275,000.00	2,273,263.20	0.00	1,736.80
2250	PROGRAMS FOR HANDICAPPED CHILDREN	4,996,000.00	-261,000.00	4,735,000.00	4,715,299.62	0.00	19,700.38
A 2280.490-00-0000	BOCES SERVICE	529,000 00	-160,000.00	369,000.00	368,010.00	0.00	990.00
2280	OCCUPATIONAL EDUCATION	\$ 529,000.00	-160,000.00	369,000.00	368,010.00	0.00	990.00
22		5,525,000.00	-421,000.00	5,104,000.00	5,083,309.62	0.00	20,690.38
A 2610,150-00-0000	MEDIA CENTER INST SALARY	82,000.00	0.00	82,000.00	81,601.23	0.00	398.77
A 2610,160-00-0000	MEDIA CENTER NON INST SALARY	19,000.00	00:0	19,000.00	18,711.06	0.00	288.94
A 2610.450-01-0000	MATERIALS/SUPPLIES-WHS	900.00	0.00	200.00	155.50	0.00	344.50
A 2610,450-02-0000	MATERIALS/SUPPLIES-WES	200.00	0.00	200:00	273.05	00:0	226.95
A 2610.460-01-0000	LIBRARY MATERIALS - WHS	6,000.00	0.00	6,000.00	3,478.92	0.00	2,521.08
A 2610.460-02-0000	LIBRARY MATERIALS - WES	2,000.00	1.000.00	6,000.00	5,908.47	00:00	91.53
A 2610.490-00-0000	BOCES SERVICE	32,000.00	0.00	32,000.00	24,354.28	0.00	7,645.72
2610	SCHOOL LIBRARY & AUDIO VISUAL	145,000.00	1,000.00	146,000.00	134,482.51	0.00	11,617.49
A 2630,150-00-0000	SALARIESANSTRUCTIONAL	0000	40,000.00	40,000.00	40,000.00	0.00	0.00
A 2630, 220-00-0000	STATE AID HARDWARE	10,000.00	0.00	10,000.00	1,815.55	00.00	8,184.45
A 2630.450-01-0000	MATERIALS/SUPPLIES-WHS	8,000.00	0.00	8,000.00	1,265.00	00.0	6,735.00
A 2630.450-02-0000	MATERIALS/SUPPLIES-WES	00'0	1,000.00	1,000.00	475.00	0.00	525.00
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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumpered	Available
A 2855.450-00-0000	MATERIALS/SUPPLIES	22,000.00	00:00	22,000.00	21,978.68	00:00	21.32
A 2855,450-00-CARE	MATERIALS/SUPPLIES-COVID	0.00	3,000.00	3,000.00	2,178.50	00:0	821.50
2855	INTERSCHOLASTIC ATHLETICS	222,000.00	3,000.00	225,000.00	104,679.31	0.00	120,320.69
28	£	1,228,000.00	22,000.00	1,250,000.00	1,019,561.70	0.00	230,438.30
8	***	15,126,000.00	-170,000.00	14,956,000.00	14,406,939.93	0.00	549,060.07
A 5510.150-00-0000	INSTRUCTIONAL SALARIES	00:0	169,000.00	169,000.00	169,000.00	00.00	0.00
A 5510,160-00-0000	SALARIES/NON-INSTRUC	130,000,00	00:0	130,000.00	116,863.87	00.00	13,136.13
A 5510 160-20-00000	BUS DRIVER - OT	22,000.00	3,000.00	25,000.00	24,833.62	0.00	166.38
A 5510.160-60-00000	BUS DRIVER - EXTRA	00 000'9	000	6,000.00	836.96	00:0	5,163.04
A 5510,160-80-0000	VACATION BUYBACK	0.00	8,000.00	8,000.00	7,920.76	0.00	79.24
A 5510.400-00-0000	CONTRACTUAL EXPENSE	80,000.00	9,000.00	85,000.00	84,439.10	00:0	260.90
A 5510.450-00-0000	MATERIALS/SUPPLIES	25,000.00	00.00	25,000.00	13,296.04	00:0	11,703.96
5510	DISTRICT TRANSPORTATION SERVICES .	263,000.00	185,000.00	448,000.00	417,190.35	0.00	30,809.65
A 5530,400-00-0000	<b>BUS GARAGE CONTRACTUAL EXPENSE</b>	15,000.00	00.0	15,000.00	14,902.82	0.00	97.18
A 5530,450-00-0000	BUS GARAGE MATERIALS AND SUPPLIES	3,000.00	4,000.00	7,000.00	6,005.79	0.00	994.21
6530	BUS GARAGE	18,000.00	4,000.00	22,000.00	20,908.61	0.00	1,091.39
A 5540,400-00-0000	CONTRACT TRANSPORTATION	1,081,000.00	00.00	1,081,000.00	979,660.57	0.00	101,339.43
5540 A 5550.400-00-0000	CONTRACT TRANSPORTATION PUBLIC TRANSPORTATION	1,081,000.00 4,000.00	<b>0.00</b> 0.00	<b>1,081,000.00</b> 4,000.00	<b>979,660.57</b> 0.00	<b>00.0</b>	101,339.43
5550	PUBLIC TRANSPORTATION *	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
52	1	1,366,000.00	189,000.00	1,555,000.00	1,417,759.53	0.00	137,240.47
5 0010 800-00-0000	ANA CTATE DETIDEMENT	1,366,000.00	189,000.00	1,555,000.00	1,417,759.53	0.00	137,240.47
NAME OF THE PARTY	OLATE RETINEMENT	(83,000.00	2,000.00	183,000.00	104, 162.00	8.0	9.90
A 9020-300-00-0000	SIAIC NEINEMEN I	925,000.00	<b>2,000.00</b> 0.00	925,000.00	184,182.00 867,030.44	0.00	57,969.56
9020 A 9030.800-00-0000	TEACHERS' RETIREMENT SOCIAL SECURITY	<b>925,000.00</b> 818,000.00	0.00-46,000.00	<b>925,000.00</b> 772,000.00	867,030.44 759,363.84	<b>0.0</b> 0.00	<b>57,969.56</b> 12,636.16
9030 A 9040 800-00-0000	SOCIAL SECURITY WORKERS'COMPENSATION	<b>818,000.00</b> 124,000.00	<b>46,000.00</b>	<b>772,000.00</b> 124,000.00	<b>759,363.84</b> 117,927.00	0.00	<b>12,636.16</b> 6,073.00
9040 A 9050 800-00-0000	WORKERS' COMPENSATION UNEMPLOYMENT INSURANCE	<b>124,000.00</b> 50,000.00	<b>0.00</b> -50,000.00	<b>124,000.00</b> 0.00	117,927.00	<b>0.0</b> 0.00	<b>6,073.00</b> 0.00
9050 A 9060.150-00-0000	UNEMPLOYMENT INSURANCE BUY-OUT SALARIES	<b>60,000.00</b> 57,000.00	<b>-50,000.00</b>	<b>0.00</b> 57,000.00	0.00 53,869.25	0.00	0.00 3,130.75
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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 9060,800-00-0000	MEDICARE REIMBURSEMENTS	196,000 00	8,000.00	204,000.00	203,562.27	0.00	437.73
A 9060,800-00-0PHP	CDPHP - HEALTH INSURANCE - ACTIVE	2,820,000 00	-50,000.00	2,770,000.00	2,764,514.54	00:0	5,485.46
A 9060,800-00-BLUE	BLUE SHIELD	17,000.00	00.00	17,000.00	9,005.00	0.00	7,995.00
A 9060, 900-00-DENT	DENTAL INSURANCE - ACTIVE	116,000.00	14,000.00	130,000.00	129,704.76	0.00	295.24
A 9060,800-00-EMPR	EMPIRE - HEALTH INSURANCE - ACTIVE	24,000.00	00.0	24,000.00	22,039.91	000	1,960 09
A 9060, 800-01-0PHP	CDPHP - HEALTH RETIREES	800,000.00	11,000.00	811,000.00	810,758.45	0.00	241.55
A 9060.800-01-DENT	DENTAL INSURANCE - RETIREES	92,000.00	6,000.00	63,000.00	62,584.20	0.00	415.80
A 9060,800-01-EMPR	EMPIRE - HEALTH RETIREES	257,000.00	0.00	257,000.00	240,702.17	0.00	16,297.83
A 9060,800-02-0000	COPAY REIMBURSEMENT	20'000 00	0.00	20,000.00	47,625.00	0.00	2,375.00
A 9060, 800-03-0000	ADMIN FEES	13,000.00	0.00	13,000.00	12,649.75	0000	350.25
9060 A 9089.800-00-0000	HOSPITAL AND MEDICAL INSURANCE NON-ELECTIVE 403B CONTRIBUTIONS	4,407,000.00	<b>-11,000.00</b> 83,000.00	<b>4,396,000.00</b> 83,000 00	4,357,015.30	<b>0.00</b>	38,984.70
6806	• отнея	0.00	83,000.00	83,000.00	83,000.00	0.00	0.00
26	***************************************	6.507.000.00	-22.000.00	6.485.000.00	6 368 548 58	90	118 481 42
A 9711,600-00-0000	SERIAL BONDS-SCH CONST	2,340,000.00	00:0	2,340,000.00	2,340,000.00	000	000
A 9711.700-00-0000	SERIAL BONDS-SCH CONST	00.000,666	1,000.00	1,000,000.00	999,200.26	00.00	799.74
9711	TOTAL SERIAL BONDS - SCHOOL CONSTRUCTION	3,339,000.00	1,000.00	3,340,000.00	3,339,200.26	0.00	799.74
A 9750,700-00-0000	TAX ANTICIPATION NOTE INTEREST	9,000.00	00.00	9,000.00	0.00	0.00	9,000.00
9760	DEBT SERVICE-TAX ANTICIP NOT	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
97	*	3,348,000.00	1,000.00	3,349,000.00	3,339,200.26	0.00	9.799.74
A 8901 950-00-0000	TRANSFER TO SPECIAL AID FUND	26,000.00	2,000.00	58,000.00	57,921.00	00.0	79.00
9801	TRANSFER CAPITAL FUND	56,000.00	2,000.00	58,000.00	57,921.00	0.00	79.00
66	*	56,000.00	2,000.00	58,000.00	67,921.00	0.00	79.00
<b>G</b>	***	9,911,000.00	-19,000.00	9,892,000.00	9,765,639.84	0.00	126,360.16
	Fund ATotais:	28,560,000.00	0.00	28,560,000.00	27,687,072.48	0.00	872,927.52
10	Grand Totals:	28,560,000.00	0.00	28,560,000.00	27,687,072.48	0.00	872,927.52

WATERVLIET CITY SCHOOL DISTRICT TREASURER'S REPORT 14th, 2021

BANK ACCOUNT	GENERAL - BOA	BOA	GENER	GENERAL PSB	SE SE	GENERAL MM	*	SPECIAL AID	CAFETERIA	FERIA	HEALTH	<b>=</b>	PAYROLL	70	TRUST & AGENCY	57. <b>8</b> .	
BEGINNING BALANCE RECEIPTS DISBURSMENTS ENDING BALANCE	\$ 1,333 \$ 391 \$ 1,300	,333,575.50 391,550.08 424,767.00 ,300,358.58	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	\$ 2,155,695.09 \$ \$ \$ 2,155,695.09	~~~~	148,093.15 1,24  148,094.39	w w w w	19,662.45 152,062.00 120,014.97 51,709.48	***	9,609.68 35,660.40 20,541.62 24,728.46	***	\$4,202.39 \$,375.00 48,827.39	w w	0 210,043.97 210,043.97 0	***	2,326,77 311,306,78 312,155,59 1,477,96	
END OF MONTH BALANCE ON STATEMENT DEPOSIT IN TRANSIT/DANK ENGORS QUITSTANDING CHECKS ENDING BALANCE	\$ 1,556 \$ 256 \$ 1,300	1,556,693.09 256,334.51 1,300,358.58	2	\$ 2,155,695.09 \$ \$ 2,155,695.09	***	148,094,39	***	144,801.12 93,091.64 51,709.48	w w	24,728.46	w w	48,827.39	~ ~ ~	33,899.22 33,899.22 0	***	6,045.94 4,567.95 1,477.99	
вамк ассоинт	SCHOLARSHIPS	SEE	HS EXTRA CURRICULAR	U.AR	CAPITAL	ž											
BEGINNING BALANCE RECEPTS DISBUSSMENTS ENDING BALANCE	****	98,364.38 15.04 + 98,379.42	w w w w	36,640.97 36,640.97	***	9,242,016.04 156.44 110,752.55 9,131,419.93											
END OF MONTH BALANCE ON STATEMENT DEPOSIT IN TRANSITIBANK ERRORS OUTSTANDING CHECKS ENDING BALANCE	~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~	98,379.42	~~~	38,458.74 1,817.77 36,640.97	~~~	9,131,419.93											
SECURITIES TOTAL	- 66 - 66	1,230.00															

### WATERVLIET SCHOOL DISTRICT Business Office 1245 Hiliside Drive Watervliet, New York

### Treasurers' Report July, 2021

### **WARRANTS**

	7/14/2021	Cafeteria	\$ 1,492.21
PAYROLLS			
	7/2/2021 Regular	General Fund Cafeteria Fund Special Aid Fund	\$ 63,671.48 2,844.43 3,411.70
	7/16/2021 Regular	General Fund Cafeteria Fund Special Aid Fund	78,341.84 6,417.10 20,469.87
	7/30/2021 Regular	General Fund Cafeteria Fund Special Aid Fund	79,828.67 9,787.88 47,653.22

### Check Warrant Report For C - 1: Cash Disbursement For Dates 7/14/2021 - 7/14/2021



Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
2845	07/14/2021	8280 KS STATEBANK	1	1,492 21
Number	of Transactions: 1		Warrant Total:	1,492.21
			Vendor Portion:	1,492,21

### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$1,492.21. 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

7-14-21	Keich Heid	Business Manager
Date	Signature	Title



Payroll Tax Expense Breakdown For Checks Dated 7/2/2021 - 7/2/2021

Account	Gross Pay	FICA Wages	FICA Exp	MEDI Wages	MEDI Exp	MEDI Exp FICA/MEDI Exp	TRS W/H	TRS W/H Total Expense
Fund A Totals:	59,201.73	58,427.90	3,622.53	58,427.90	847.22	4,469.75	0.00	63,671.48
Fund C Totals:	2,658.38	2,432.02	150.79	2,432.02	35.26	186.05	0.00	2,844.43
Fund FE22 Totals:	3,171.77	3,136.33	194.46	3,136.33	45.47	239.93	0.00	3,411.70
Grand Totals:	65,031.88	63,996.25	3,967.78	63,996.25	927.95	4,895.73	0.00	69,927.61

Gross Pay	65,031.88
FICA Wages	63,996.25
Employer FICA	3,967.78
Employee FICA	3,967.78
MEDI Wages	63,996.25
Employer MEDI	927.95
Employee MED!	927.95
*Portion From Additional Withholding	0.00
TRS Withholding	0.00

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.



Payroll Tax Expense Breakdown For Checks Dated 7/16/2021 - 7/16/2021

Account	Gross Pay	FICA Wages	FICA Exp	MEDI Wages	MEDI Exp	FICA/MEDI Exp	TRS W/H	Total Expense
Fund A Totals:	72,829.58	72,055.75	4,467.45	72,055.75	1,044.81	5,512.28	25.19	78,341.84
Fund C Totals:	5,977.14	5,750.78	356.55	5,750.78	83.41	439.96	0.00	6,417.10
Fund FE22 Totals:	3,171.77	3,136.33	194.46	3,136.33	45.47	239.93	0.00	3,411.70
Fund FG13 Totals:	5,720.43	5,720.43	354.67	5,720.43	82.96	437.63	94.87	6,158.06
Fund FX22 Totals:	10,125.51	10,125.51	627.77	10,125.51	146.83	774.60	206.59	10,900.11
Grand Totals:	97,824.43	96,788.80	6,000.90	96,788.80	1,403.48	7,404.38	326.65	105,228.81

EICA / MEDICARE	
Groes Pay	97,824.43
FICA Wages	96,788.80
Employer FICA	06'000'9
Employee FICA	6,000.90
MEDI Wages	96,788.80
Employer MEDI	1,403.48
Employee MED!	1,403.48
*Portion From Additional Withholding	0.00
TRS Withholding	326.65

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.

1



Payroll Tax Expense Breakdown For Checks Dated 7/30/2021 - 7/30/2021

Account	Gross Pay	FICA Wages	FICA Exp	MEDI Wages	MEDI Exp	FICA/MEDI Exp	TRS W/H	Total Expense
Fund A Totals:	74,210.73	73,436.90	4,553.09	73,436.90	1,064.85	5,617.94	37.79	79,828.67
Fund C Totals:	9,108.38	8,882.02	550.71	8,882.02	128.79	679.50	0.00	9,787.88
Fund FA21A Totals:	2,418,44	2,418.44	149.93	2,418.44	35.06	184.99	10.59	2,603.43
Fund FE22 Totals:	3,171,77	3,136.33	194.46	3,136.33	45.47	239.93	0.00	3,411.70
Fund FG13 Totals:	12,777.31	12,777.31	792.19	12,777.31	185.27	977.46	231.12	13,754.77
Fund FX22 Totals:	25,901.82	25,901.82	1,605.92	25,901.82	375.58	1,981.50	513.26	27,883.32
Grand Totals:	127,588.45	126,552.82	7,846.30	126,552.82	1,835.02	9,681.32	792.76	137,269.77

CARE	127,588.45	126,552.82	7,846.30	7,846.30	126,552.82	1,835.02	1,835.02	0.00	792.76
EICA / MEDICARE	Gross Pay	FICA Wages	Employer FICA	Employee FICA	MEDI Wages	Employer MED!	Employee MEDI	*Portion From Additional Withholding	TRS Withholding

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.





Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	PROPERTY TAX	7,275,000.00	0.00	7,275,000.00	00.0	7,275,000.00
A 1081	PAYMENTS IN LIEU OF TAXES	205,000.00	0.00	205,000.00	0.00	205,000 00
A 1090	INTEREST AND PENALTIES	31,000.00	0.00	31,000.00	00:00	31,000.00
A1111	CONSUMER UTILITY TAX	335,000.00	0.00	335,000.00	00:00	335,000.00
A 1410	ADMISSIONS	12,000.00	0.00	12,000.00	0.00	12,000.00
A 2230	DAY SCHOOL TUITION	20,000.00	0.00	20,000.00	00:00	20,000.00
A 2401	INTEREST & EARNINGS	00:00	0.00	0.00	1.24	-1.24
A 2410	BUILDING USE	5,000.00	0.00	5,000.00	00:0	2,000 00
A 2701	REFUND OF PRIOR YEARS EXPENSES	150,000.00	00'0	150,000.00	00:0	150,000.00
A2770	OTHER UNCLASSIFIED	30,000.00	0.00	30,000.00	134.00	29,866.00
A3101	BASIC FORMULA	14,430,000.00	0.00	14,430,000.00	0.00	14,430,000.00
A.3101.A	EXCESS COST	3,900,000.00	00.0	3,900,000.00	0.00	3,900,000.00
A 3102	LOTTERY AID	1,987,000.00	00:0	1,987,000.00	00:0	1,987,000.00
A 3102 A	VLTLOTTERY	688,000.00	00:00	688,000.00	000	688,000.00
A 3102 B	COMMERCIAL GAMING	79,000.00	00:00	79,000.00	00.0	79,000.00
A 3103	BOCES	935,000.00	00.00	935,000.00	00.0	935,000.00
A 3260	TEXTBOOKS	10,000.00	00:0	10,000.00	0.00	10,000.00
A 3282	SOFTWARE	9,000.00	00:0	5,000.00	00.0	9,000.00
A 3262.A	HARDWARE	11,000.00	0.00	11,000.00	00:0	11,000.00
A 3263	LIBRARY MATERIALS	12,000.00	00:00	12,000.00	00:0	12,000.00
A 4107	IMPACTAID	15,000.00	00:00	15,000.00	0.00	15,000.00
A 4289	INTEREST SUBSIDY FOR QSCB	153,000.00	0.00	153,000.00	0.00	153,000.00
A 4601	MEDICAID REIMBURSEMENT	75,000.00	0.00	75,000.00	0.00	75,000.00
	A Totals:	30,363,000.00	0.00	30,363,000.00	135.24	30,362,864.76
	Grand Totals:	30,363,000.00	0.00	30,363,000.00	135.24	30,362,864.76

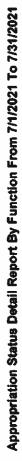
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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.400-00-0000	CONTRACTUAL EXPENSE	1,500 00	00:0	1,500.00	0.00	00:0	1,500.00
A 1010 450-00-0000	MATERIALS/SUPPLIES	900:00	0.00	900:00	0.00	0.00	500.00
1010	BOARD OF EDUCATION	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 1040,160-00-0000	SALARIES/NON-INSTRUC	2,000.00	0.00	2,000.00	230.76	00:0	1,769.24
A 1040.400-00-0000	CONTRACTUAL EXPENSE	1,500.00	0.00	1,500.00	0.00	00:0	1,500.00
A 1040,450-00-0000	MATERIALS/SUPPLIES	900:00	00:0	200.00	0.00	0.00	500.00
1040	DISTRICT CLERK	4,000.00	0.00	4,000.00	230.76	0.00	3,769.24
A 1060.400-00-0000	CONTRACTUAL EXPENSE	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
1060	DISTRICT MEETINGS	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
10		8,000.00	0.00	8,000.00	230.76	0.00	7,769.24
A 1240, 150-00-0000	SALARIES/INSTRUCTIONAL	227,000.00	0.00	227,000.00	21,037.62	0.00	205,962.38
A 1240.160-00-0000	SALARIES/NON-INSTRUC	29,000.00	0.00	29,000.00	6,804.93	0.00	52,195.07
A 1240.400-00-0000	CONTRACTUAL EXPENSE	5,000.00	0.00	5,000.00	0.00	14.00	4,986.00
A 1240.450-00-0000	MATERIALS/SUPPLIES	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
1240	CHIEF SCHOOL ADMINISTRATOR	293,000.00	0.00	293,000.00	27,842.55	14.00	265,143.45
12		293,000.00	0.00	293,000.00	27,842.55	14.00	265,143.45
A 1310,160-00-0000	SALARIES/NON-INSTRUC	194,000,00	00.00	194,000.00	19,133.04	0.00	174,866.96
A 1310.160-80-0000	VACATION BUYBACK	4,000.00	0.00	4,000.00	0.00	0.00	4,000 00
A 1310.400-00-0000	CONTRACTUAL EXPENSE	20,000.00	0.00	20,000.00	6,027.95	0.00	13,972 05
A 1310.450-00-0000	MATERIALS/SUPPLIES	2,000.00	0.00	2,000.00	0.00	0:00	2,000.00
A 1310,490-00-0000	BOCES SERVICE	27,000.00	0.00	27,000.00	00'0	00.0	27,000.00
1310	BUSINESS ADMINISTRATION	247,000.00	0.00	247,000.00	25,160.99	0.00	221,839.01
A 1320.400-00-0000	CONTRACTUAL EXPENSE	48,000.00	0.00	48,000.00	0.00	0.00	48,000.00
1320	AUDITING	48,000.00	0.00	48,000.00	0.00	0.00	48,000.00
A 1330 160-00-0000	SALARIES/NON-INSTRUC	2,000.00	0.00	2,000.00	00.00	0.00	2,000.00
1330	COLLECTOR OF TAXES	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 1345, 150-00-0000	SALARY NON-INST INTERNAL CLAIMS AUDIT	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
1345	PURCHASING	2,000.00	0.00	2,000.00	0.00	00.0	2,000.00
<b>t</b>		299,000,00	000	299,000.00	25,160.99	0.00	273,839.01
A 1420,400-00-0000	CONTRACTUAL EXPENSE	90'000'00	0.00	50,000.00	0.00	0.00	20,000.00
1420	LEGAL	\$0,000.00	0.00	50,000.00	0.00	0.00	50,000.00
A 1480 490-00-0000	BOCES SERVICE	121,000.00	0.00	121,000.00	0.00	0.00	121,000.00

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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1480	PUBLIC INFORMATION SERVICES	121,000.00	0.00	121,000.00	0.00	0.00	121,000.00
4	1	171,000.00	0.00	171,000.00	0.00	0.00	171,000.00
A 1620,200-00-0000	EQUIPMENT	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
A 1620.400-00-0000	CONTRACTUAL EXPENSE	120,000.00	0.00	120,000.00	0.00	4,570.00	115,430.00
A 1620.410-00-0000	TELEPHONE	19,000.00	0.00	19,000.00	0.00	662.26	18,337.74
A 1620,411-00-0000	WATER	6,000.00	00:00	6,000.00	0.00	0.00	00'000'9
A 1620.412-00-0000	SEWER	6,000.00	0.00	6,000.00	00.00	00:00	00'000'9
A 1620.430-00-0000	OUTDOOR LIGHTING - ELECTRICITY	3,000.00	0.00	3,000.00	0.00	00:00	3,000.00
A 1620.430-01-0000	WHS - ELECTRICITY	95,000.00	0.00	95,000.00	0.00	0.00	95,000.00
A 1620,430-02-0000	WES-ELECTRICITY	82,000.00	0.00	82,000.00	0.00	00.00	82,000.00
A 1620,440-01-0000	WHS - NATURAL GAS	37,000.00	0.00	37,000.00	0.00	0.00	37,000.00
A 1620 440-02-0000	WES-NATURAL GAS	21,000.00	0.00	21,000.00	00:00	00:0	21,000.00
A 1620,450-00-0000	MATERIALS/SUPPLIES	70,000.00	000	70,000.00	00:00	9,571.33	60,428.67
A 1620 450-00-CARE	CARES ACT MAT/SUP	0.00	0.00	00.00	0.00	185.00	-185.00
1620	OPERATIONS	464,000.00	0.00	464,000.00	0.00	14,988.59	449,011.41
A 1621.160-00-0000	SALARIES/NON-INSTRUC - MAINTENANCE	278,000.00	0.00	278,000.00	21,861.79	0.00	256,138.21
A 1621.160-20-000	SALARIES/NON-INSTRUC-MAIN-NIGHTTIME	124,000.00	0.00	124,000.00	0.00	0.00	124,000.00
A 1621, 160-20-0000	SALARIES/NON-INSTRUC-MAIN-NIGHTTIME	00.0	00:00	0.00	9,227.14	0.00	-9,227.14
A 1621.160-80-0000	VACATION BUYBACK	5,000.00	0.00	5,000.00	0.00	00.00	5,000.00
1621	MAINTENANCE	407,000.00	0.00	407,000.00	31,088.93	0.00	375,911.07
A 1670.400-00-0000	CONTRACTUAL EXPENSE	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
1670	CENTRAL PRINTING & MAILING	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 1680.490-00-0000	BOCES SERVICE	559,000.00	0.00	559,000.00	0.00	0.00	559,000.00
1680	CENTRAL DATA PROCESSING	659,000.00	0.00	659,000.00	0.00	0.00	559,000.00
16	*	1,440,000.00	00.0	1,440,000.00	31,088.93	14,988.59	1,393,922.48
A 1910 400-00-0000	UNALLOCATED INS	88,000.00	0.00	88,000.00	0.00	0.0	88,000.00
A 1910.410-00-0000	STUDENT COVERAGE	16,000.00	0.00	16,000.00	0.00	0.00	16,000.00
1910	UNALLOCATED INSURANCE	104,000.00	0.00	104,000.00	0.00	0.00	104,000.00
A 1920,400-00-0000	SCHOOL ASSOC DUES	18,000.00	0.00	18,000.00	0.00	0.00	18,000.00
1920	SCHOOL ASSOCIATION DUES	18,000.00	0.00	18,000.00	0.00	0.00	18,000.00
A 1964.400-00-0000	REFUND REAL PROP TAX	2,000.00	0.00	5,000.00	0.00	0.00	5,000.00
1964	REFUND ON REAL PROPERTY TAXES	5,000.00	0.00	5,000.00	0.00	00.00	5,000.00
A 1981.490-00-0000	BOCES ADMINISTRATION	162 000.00	0.00	162,000.00	0.00	0.00	162,000.00

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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1981	ADMINISTRATION - BOCES	162,600.00	0.00	162,000.00	0.00	0.00	162,000.00
19	*	289,000.00	0.00	289,000.00	0.00	0.00	289,000.00
-	•	2,500,000.00	0.00	2,500,000.00	84,323.23	15,002.59	2,400,674.18
A 2010 150-00-0000	SALARIES/INSTRUCTIONAL	248,000.00	0.00	248,000.00	28,552.50	00:0	219,447.50
A 2010, 150-80-0000	<b>VACATION BUY BACK - DIRECTORS</b>	7,000.00	0.00	7,000.00	00.0	0.00	7,000.00
A 2010, 160-00-0000	SALARIES/NON-INSTRUC	36,000.00	0.00	36,000.00	4,129.02	0.00	31,870.98
A 2010,400-00-0000	CONTRACTUAL EXPENSE	3,000 00	0.00	3,000.00	0.00	0.00	3,000.00
A 2010.450-00-0000	MATERIALS/SUPPLIES	1,000.00	00:0	1,000.00	0.00	0.00	1,000.00
2010	CURRICULUM DEVELOPMENT & SUPERVISION	295,000.00	0.00	295,000.00	32,681.52	0.00	262,318.48
A 2020, 150-00-0000	SALARIES/INSTRUCTIONAL	541,000.00	0.00	541,000.00	60,807.00	0.00	480,193.00
A 2020, 150-80-0000	VACATION BUY BACK - ADMINISTRATORS	16,000.00	0.00	16,000.00	0.00	0.00	16,000.00
A 2020, 160-00-0000	SALARIES/NON-INSTRUC	167,000.00	0.00	167,000.00	10,298.34	00.00	156,701.66
A 2020-400-01-0000	CONTRACTUAL EXPENSE-WHS	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2020-400-02-0000	CONTRACTUAL EXPENSE-WES	2,000.00	0.00	2,000.00	00:0	00:00	2,000.00
A 2020,450-01-0000	MATERIALS/SUPPLIES-WHS	4,000.00	0.00	4,000.00	0.00	00:00	4,000.00
A 2020.450-02-0000	MATERIALS/SUPPLIES-WES	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
2020	SUPERVISION REGULAR SCHOOL	735,000.00	0.00	735,000.00	71,105.34	0.00	663,894,66
A 2070.150-00-0000	SALARIES/INSTRUCTIONAL	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
A 2070.400-00-0000	CONTRACTUAL EXPENSE	7,000.00	0.00	7,000.00	0.00	405.00	6,595.00
A 2070, 490-00-0000	BOCES STAFF/CURR DAY	133,000.00	0.00	133,000.00	0.00	0.00	133,000.00
2070	INSERVICE TRAINING - INSTRUCTION *	145,000.00	0.00	145,000.00	0.00	405.00	144,595.00
20	•	1,175,000.00	0.00	1,175,000.00	103,786.86	405.00	1,070,808.14
A 2110 120-00-0000	TEACHERS K-3	1,426,000.00	0.00	1,426,000.00	00:0	00:0	1,426,000.00
A2110.120-10-0000	ELMENTCHRS 4-6	1,602,000.00	0.00	1,602,000.00	0.00	0.00	1,602,000.00
A 2110.130-00-0000	TEACHERS 7-12	2,976,000.00	0.00	2,976,000.00	0.00	0.00	2,976,000.00
A 2110.140-00-0000	SUBSTITUTE TEACHERS	105,000.00	00:0	105,000.00	0.00	0.00	105,000.00
A 2110 140-20-0000	DETENTION	00.000.9	0.00	6,000.00	0.00	00:0	6,000.00
A 2110 140-30-0000	HOME TEACHING ES	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
A 2110, 160-00-0000	SALARIES/NON-INSTRUC	109,000.00	0.00	109,000.00	0.00	0.00	109,000.00
A 2110,400-01-0000	CONTRACTUAL EXPENSE-WHS	2,000.00	0.00	7,000.00	0.00	0.00	7,000.00
A 2110.400-02-0000	CONTRACTUAL EXPENSE-WES	9,000.00	0.00	9,000.00	0.00	00:00	00'000'6
A 2110.450-01-0000	MATERIALS/SUPPLIES-WHS	45,000.00	0.00	45,000.00	0.00	0.00	45,000.00
A 2110.450-02-0000	MATERIALS/SUPPLIES-WES	26,000.00	0.00	26,000.00	0.00	0.00	26,000.00
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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.450-02-1000	M/S WES KINDERGARTEN	3,000.00	0.00	3,000.00	0:00	1,670.71	1,329.29
A 2110.450-02-2000	M/S WES 1ST GRADE	2,000 00	0.00	2,000.00	0.00	1,726.97	273.03
A 2110.450-02-3000	M/S WES 2ND GRADE	2,000 00	0.00	2,000.00	0.00	1,525.11	474.89
A 2110.450-02-4000	M/S WES 3RD GRADE	2,000.00	0.00	2,000.00	0.00	1,768.88	231.12
A 2110-460-02-5000	M/S WES 4TH GRADE	2,000.00	0.00	2,000.00	0.00	752.78	1,247.22
A 2110.450-02-6000	M/S WES 5TH GRADE	2,000.00	0.00	2,000.00	0.00	1,220.78	779.22
A 2110.450-02-7000	M/S WES 6TH GRADE	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2110.450-02-8000	M/S WES PHYS ED	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2110.450-02-9000	M/S WES MUSIC	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2110.450-02-9100	M/S WES ART	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2110 471-00-0000	TUITION-OTHER DISTRICTS	125,000.00	0.00	125,000.00	0.00	0.00	125,000.00
A 2110 473-00-0000	HENRY JOHNSON CHARTER SCHOOL	78,000.00	0:00	78,000.00	0.00	00:0	78,000.00
A2110.473-00-BOYS	BRIGHTER CHOICE FOR BOYS	46,000.00	0.00	46,000.00	0.00	00:0	46,000.00
A 2110,473-00-GIRL	BRIGHTER CHOICE FOR GIRLS	42,000.00	0.00	42,000.00	0.00	0:00	42,000.00
A 2110.473-00-GREN	GREEN TECH HIGH CHARTER SCHOOL	71,000.00	00:00	71,000.00	0.00	00:0	71,000.00
A2110.473-00-KIPP	KIPP CHARTER SCHOOL - PRIMARY	201,000.00	0.00	201,000.00	0.00	0.00	201,000.00
A2110473-00-LEAD	ALBANY LEADERSHIP CHARTER GIRLS	29,000.00	0.00	29,000.00	0.00	0.00	29,000.00
A2110.473-00-TROY	TROY PREP CHARTER SCHOOL	231,000.00	0.00	231,000.00	00.00	0.00	231,000.00
A 2110 473-01-KIPP	KIPP CHARTER SCHOOL - MIDDLE	141,000.00	00:00	141,000.00	00.00	0.00	141,000.00
A 2110 473-02-KIPP	KIPP ACCS ELEMENTARY SCHOOL	10,000.00	00:00	10,000.00	0.00	0.00	10,000.00
A 2110.473-03-KIPP	KIPP ACCS MIDDLE SCHOOL	21,000.00	00.00	21,000.00	00:00	00:0	21,000.00
A 2110.480-01-0000	TEXTBOOKS-WHS	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
A 2110.480-02-0000	TEXTBOOKS-WES	5,000.00	00.0	5,000.00	0.00	0.00	5,000.00
A 2110.490-00-0000	BOCES SERVICE	66,000.00	0.00	00'000'99	0.00	0.00	96,000.00
2110	TEACHING	7,406,000.00	0.00	7,406,000.00	0.00	8,665.23	7,397,334.77
¥	Į	7,406,000.00	0.00	7,406,000.00	0.00	8,665.23	7,397,334.77
A 2250, 150-00-0000	SALARIES/INSTRUCTIONAL	857,000.00	0.00	857,000.00	00.00	0.00	857,000.00
A 2250.150-01-0000	SALARIES/ADMINISTRATION	86,000.00	000	86,000.00	3,234.62	0.00	82,765.38
A 2250.150-10-0000	SALARIES/TEACHING ASSISTANTS	487,000.00	00:00	487,000.00	0.00	0.00	487,000.00
A 2250,160-00-0000	SALARIES/NON-INSTRUC	35,000.00	0.00	35,000.00	4,081.62	00:0	30,918.38
A 2250 200-01-0000	EQUIPMENT-WHS	0.00	0.00	00.00	0.00	793.74	-793.74
A 2250.400-01-0000	CONTRACTUAL EXPENSE-WHS	38,000.00	00:0	38,000.00	0.00	000	38,000.00
A 2250 400-02-0000	CONTRACTUAL EXPENSE-WES	12,000.00	0.00	12,000.00	0.00	0.00	12,000.00

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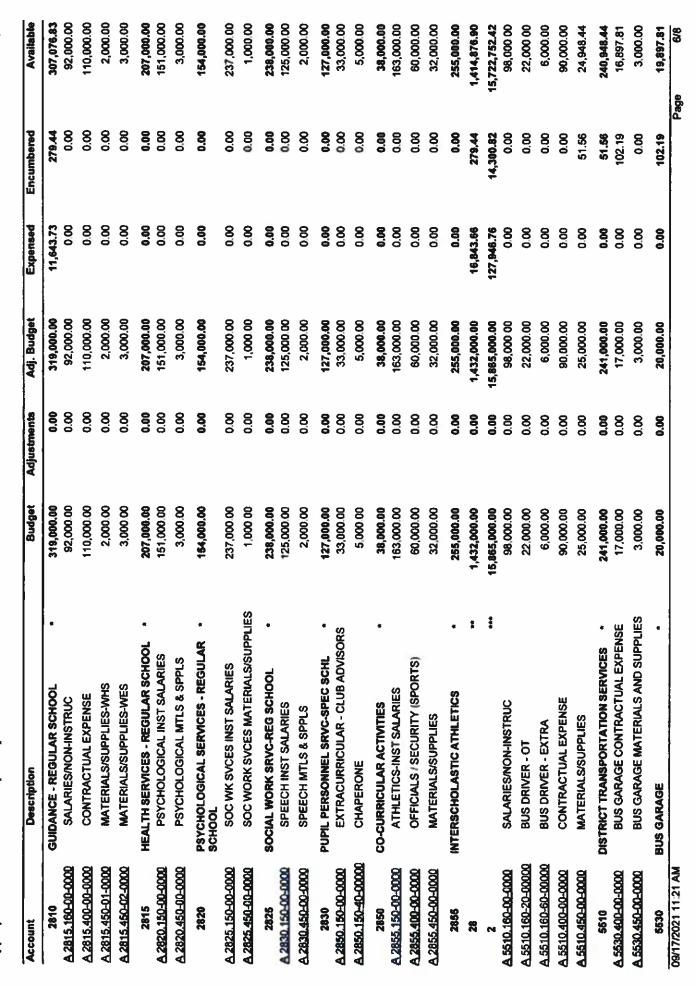


Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
4 0000 400 0400 04	Canal Off Control Andrews						
0000-10-000-00-000	MATERIALS/SUPPLIES-WHS	1,000.00	00:0	1,000 00	00:0	109.99	890.01
A 2250.450-02-0000	MATERIALS/SUPPLIES-WES	2,000.00	00.00	2,000.00	0.00	4,047.42	-2,047.42
A 2250.470-00-0000	NOILION	971,000.00	0.00	971,000.00	00:00	0.00	971,000.00
A 2250.473-00-0000	PAYMENTS TO CHARTER SCHOOLS	31,000.00	0.00	31,000 00	00:0	0.00	31,000.00
A 2250.490-00-0000	BOCES SERVICE	2,727,000.00	00.00	2,727,000.00	0.00	00.00	2,727,000.00
2250	PROGRAMS FOR HANDICAPPED CHILDREN	5,247,000.00	0.00	5,247,000.00	7,316.24	4,951.15	5,234,732.61
A 2280.490-00-0000	BOCES SERVICE	351,000.00	0.00	351,000.00	0.00	0.00	351,000.00
2280	OCCUPATIONAL EDUCATION	351,000.00	0.00	351,000.00	0.00	0.00	351,000.00
22	*	5,598,000.00	0.00	5,598,000.00	7,316.24	4,951.15	5,585,732.61
A 2610, 150-00-0000	MEDIA CENTER INST SALARY	86,000.00	0.00	86,000.00	000	0.00	86,000.00
A 2610, 160-00-0000	MEDIA CENTER NON INST SALARY	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 2610,450-01-0000	MATERIALS/SUPPLIES-WHS	200.00	0.00	200.00	0.00	0.00	200.00
A 2610.450-02-0000	MATERIALS/SUPPLIES-WES	200.00	0.00	200.00	0.00	0.00	900.00
A 2610.460-01-0000	LIBRARY MATERIALS - WHS	6,000.00	0.00	6,000.00	0.00	00:00	6,000.00
A 2610.460-02-0000	LIBRARY MATERIALS - WES	6,000.00	0.00	6,000.00	000	00:0	00'000'9
A 2610,490-00-0000	BOCES SERVICE	32,000.00	00.0	32,000.00	00.00	0.00	32,000.00
2610	SCHOOL LIBRARY & AUDIO VISUAL	151,000.00	0.00	151,000.00	0.00	0.00	151,000.00
A 2630,220-00-0000	STATE AID HARDWARE	32,000.00	000	32,000.00	0.00	0.00	32,000.00
A 2630,450-01-0000	MATERIALS/SUPPLIES-WHS	8,000.00	00'0	8,000.00	0.00	00:0	8,000.00
A 2630,460-01-0000	STATE AID SOFTWARE-WHS	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 2630 460-02-0000	STATE AID SOFTWARE-WES	2,000.00	0.00	2,000.00	00.00	0.00	2,000.00
A 2630.490-00-0000	BOCES SERVICE	58,000.00	0.00	58,000.00	0000	0.00	58,000.00
2630	COMPUTER ASSISTED INSTRUCTION	103,000.00	0.00	103,000.00	0.00	0.00	103,000.00
23	*	254,000.00	0.00	254,000.00	0.00	0.00	254,000.00
A 2805.150-00-0000	ATTENDANCE NON INST SALARIES	93,000.00	0.00	93,000.00	5,199.93	0.00	87,800.07
A 2805.450-00-0000	ATTENDANCE MATERIALS & SUPPLIES	1,000.00	0.00	1,000.00	0.00	00.0	1,000.00
2805	ATTENDANCE - REGULAR SCHOOL	94,000.00	0.00	94,000.00	5,199.93	0.00	88,800.07
A 2810,150-00-0000	GUIDANCE INST SALARIES	293,000.00	0.00	293,000.00	9,894.99	00:00	283,105.01
A 2810 160-00-0000	GUIDANCE NON INST SALARY	19,000.00	00.00	19,000.00	1,748.74	000	17,251.26
A 2810.400-01-0000	GUIDANCE CONT EXP - WHS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2810.450-01-0000	GUIDANCE MTLS & SPPLS - WHS	5,000.00	0.00	5,000.00	00:0	279.44	4,720.56
A 2810.450-02-0000	GUIDANCE MTLS & SPPLS - WES	1,000.00	000	1,000.00	000	0.00	1,000 00

04/17/2021 11:21 AM



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		n n					
A 5540,400-00-0000	CONTRACT TRANSPORTATION	1,128,000.00	00.00	1,128,000.00	0:00	0.00	1,128,000.00
5540	CONTRACT TRANSPORTATION	1,128,000.00	0.00	1,128,000.00	0.00	0.00	1,128,000.00
A 5550 400-00-0000	PUBLIC TRANSPORTATION	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
5550	PUBLIC TRANSPORTATION .	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
55	*	1,393,000.00	0.00	1,393,000.00	0.00	153.75	1,392,846.25
8	I	1,393,000.00	0.00	1,393,060.00	00.0	153.75	1,392,846.25
A 9010.800-00-0000	STATERETIREMENT	201,000.00	0.00	201,000.00	0.00	0.00	201,000.00
9010	STATE RETIREMENT	201,000.00	0.00	201,000.00	0.00	0.00	201,000.00
A 9020.800-00-0000	TEACHER RETIREMENT	1,029,000.00	0.00	1,029,000.00	00'0	0.00	1,029,000.00
9020	TEACHERS' RETIREMENT	1,029,000.00	0.00	1,029,000.00	0.00	0.00	1,029,000.00
A 9030,800-00-0000	SOCIAL SECURITY	858,000.00	0.0	858,000.00	15,599.95	0.00	842,400.05
9030	SOCIAL SECURITY	858,000.00	0.00	858,000.00	15,599.95	0.00	842,400.05
A 9040,800-00-0000	WORKERS' COMPENSATION	124,000.00	0.00	124,000.00	0.00	0.00	124,000.00
9040	WORKERS' COMPENSATION .	124,000.00	0.00	124,000.00	0.00	0.00	124,000.00
A 9050.800-00-0000	UNEMPLOYMENT INSURANCE	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
9050	UNEMPLOYMENT INSURANCE	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
A 9060, 150-00-0000	BUY-OUT SALARIES	58,000.00	00.0	58,000.00	0.00	00.0	58,000.00
A 9050,800-00-0000	MEDICARE REIMBURSEMENTS	216,000.00	0.00	216,000.00	000	0.00	216,000.00
A 9060,800-00-0PHP	CDPHP - HEALTH INSURANCE - ACTIVE	3,625,000.00	0.00	3,625,000.00	-2,278.98	00.0	3,627,278.98
A.9060.800-00-BLUE	BLUE SHIELD	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
A 9060.800-00-DENT	DENTAL INSURANCE - ACTIVE	125,000.00	0.00	125,000.00	0.00	00:0	125,000.00
A 9060,800-00-EMPR	EMPIRE - HEALTH INSURANCE - ACTIVE	4,000 00	0.00	4,000.00	-827.91	00:00	4,827.91
A 9050.800-01-0PHP	CDPHP - HEALTH RETIREES	446,000.00	0.00	446,000.00	-292.19	0.00	446,292.19
A 9060,800-01-DENT	DENTAL INSURANCE - RETIREES	68,000.00	0.00	68,000.00	0.00	00.0	68,000.00
A 9060 800-01-EMPR	EMPIRE - HEALTH RETIREES	242,000 00	000	242,000.00	-795.12	00:0	242,795.12
A 9060, 800-02-0000	COPAY REIMBURSEMENT	48,000.00	0:00	48,000.00	5,375.00	0.00	42,625.00
A 9060,800-03-0000	ADMIN FEES	12,000.00	00:0	12,000.00	0.00	0.00	12,000.00
0906	HOSPITAL AND MEDICAL INSURANCE	4,863,000.00	0.00	4,853,000.00	1,180.80	0.00	4,851,819.20
A 9069,800-00-0000	NON-ELECTIVE 403B CONTRIBUTIONS	72,000.00	0.00	72,000.00	00'0	00.0	72,000.00
6806	OTHER .	72,000.00	0.00	72,000.00	00'0	0.00	72,000.00
8	44	7,187,000.00	0.00	7,187,000.00	16,780.75	0.00	7,170,219.25
A 9711,600-00-0000	SERIAL BONDS-SCH CONST	2,420,000.00	0.00	2,420,000.00	0.00	0.00	2,420,000.00
0000 00 000 4120 4	FORCE BORRES COLLOS	004 000 00	000	00.000			





Account	Description	•	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9711	TOTAL SERIAL BONDS - SCHOOL CONSTRUCTION		3,324,000.00	0.00	3,324,000.00	0.00	0:00	3,324,000.00
A 9760, 700-00-0000	TAX ANTICIPATION NOTE INTEREST		134,000.00	00:0	134,000.00	0.00	000	134,000.00
9760	DEBT SERVICE-TAX ANTICIP NOT	•	134,000.00	0.00	134,000.00	0.00	0.00	134,000.00
26		1	3,458,000.00	0.00	3,458,000.00	0.00	0.00	3,458,000.00
A 9901.950-00-0000	TRANSFER TO SPECIAL AID FUND		60,000 00	0.00	60,000.00	0.00	0.00	00'000'09
9901	TRANSFER CAPITAL FUND	•	60,000.00	0.00	60,000.00	0.00	0.00	60,000.00
86		:	60,000.00	0.00	60,000.00	0.00	0.00	60,000.00
<b>o</b> n		ī	10,705,000.00	0.00	10,705,000.00	16,780.75	0.00	10,688,219.25
	Fund ATotals:		30,463,000.00	0.00	30,463,000.00	229,050.74	29,457.16	30,204,492.10

30,204,492.10

29,457.16

229,050.74

30,463,000.00

8

Grand Totals:

WATERVLIET CITY SCHOOL DISTRICT	TREASURER'S REPORT	August, 2021
3	Ħ	3

BANK ACCOUNT	3	SENERAL - BOA		GENERAL - PSB	GENE	SENERAL MM	55 E	PECIAL AID	Ş	CAFETERIA	HEALTH	E.	PAYROLI	70	TRUST & AGENCY	결정
BEGWNING BALANCE RECEIPTS OISBURSMENTS ENDING BALANCE	***	1,300,358.58 813,193.30 1,663,447.64 450,104.24	***	2,155,695.09	w w w w	148,094,39 1,24 1,48,095,63	***	51,709.48 221,749.28 207,137.98 66,320.78	***	24,728.46 50,000.00 20,448.51 54,279.95	***	48,627.39 3,020.00 45,807.39	••	0 193,149.18 193,149.18 0	***	7,47 287,77 288,21 1,03
END OF MONTH BALANCE ON STATEMENT DEPOSTIN TRANSTIBANK ERRORS OUTSTANDING CHECKS ENDING BALANCE	****	458,789.60 8,685.36 450,104.24	w w	2,155,695,09	***	148,095.63	***	53,411.45 66,320.78	<b>پ</b> ب	54,859.95 580.00 54,279.95	v v	45,807.39	***	33,899.22 33,899.22 0	***	96,9

9,991,70 1,036,15

1,477.99 287,774.17 288,214.01 1,038.15

BANK ACCOUNT	SONOS	SCHOLARSHIPS	5 S	HS EXTRA CURRICULAR	CAPITAL		
SEGINNING BALANCE	**	98,379.42	•	36,640.97	1,6 \$	5 9,131,419.93	
RECEIPTS	•	15.04	w	9	Š	154.38	
DISBURSMENTS	•5		~	6	2	6,874.07	

SECURITIES \$ 1,230.00 TOTAL \$ 99,624.46

### WATERVLIET SCHOOL DISTRICT Business Office 1245 Hillside Drive Watervliet, New York

### Treasurers' Report August, 2021

### **WARRANTS**

WARRANTS			
	8/5/2021	General Fund	\$ 766,516.95
	8/26/2021	General Fund	\$ 456,680.99
	8/6/2021	Cafeteria	\$ 2,299.15
	8/24/2021	Cafeteria	\$ 1,063.00
	8/30/2021	Capital Fund	\$ 666,874.07
PAYROLLS			
	8/13/2021	General Fund	\$ 80,978.83
	Regular	Cafeteria Fund	8,623.92
		Special Aid Fund	56,598.74
	8/27/2021	General Fund	119,176.43
	Regular	Cafeteria Fund	8,462.44
	· · · · · · · · · · · · · · · · · · ·	Special Aid Fund	15,102.46





Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
34217	08/05/2021	8413 ABOVE & BEYOND FIRE SAFETY SECURITY	25	420 00
34218	08/05/2021	7163 BLUE SHIELD OF NORTHEASTERN NY	70	1,436.00
34219	08/05/2021	6526 CDPHP	71	595,617.46
34220	08/05/2021	6526 CDPHP	72	70,338.80
34221	08/05/2021	5341 CRYSTAL ROCK	8	14.00
34222	08/05/2021	3995 HOME DEPOT CREDIT SERVICES	26	163.12
34223	08/05/2021	7418 LINGO	34	41 64
34224	08/05/2021	6683 NYS EMP HLTH INS PENDING ACCT	73	49,547.12
34225	08/05/2021	8056 SANTANDER LEASING LLC	76	48,216 00
34226	08/05/2021	4122 SPRINT	35	53.47
34227	08/05/2021	3837 VERIZON	9	102.19
34228	08/05/2021	3837 VERIZON	10	509.95
34229	08/05/2021	3837 VERIZON	11	31.87
34230	08/05/2021	8206 VERIZON BUSINESS	12	25 33
Number o	f Transactions: 14	l .	Warrant Total:	766,516.95
			<b>Vendor Portion:</b>	766,516.95

### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 14 in number, in the total amount of \$766,516.95. 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.

8/5/21	Keich Heid	Business Manager
Date	Signature	Title

Check Warrant Report For A - 82: Cash Disbursement For Dates 6/30/2021 - 6/30/2021



Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
34231	06/30/2021	3082 CAPITAL REGION BOCES	1223	441,836.46
34232	06/30/2021	3082 CAPITAL REGION BOCES	1224	13,344.53
34233	06/30/2021	8534 CHELSEA PLACE PSYCHOLOGICAL SERVICES, PLLC	1192	1,500.00
Number o	of Transactions: 3		Warrant Total:	456,680.99
			<b>Vendor Portion:</b>	456,680.99

### **Certification of Warrant**

To The District Treasurer. I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$456,680.99. 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.

6/30/21 Keith Heid Business Manager
Date Signature Title





Check#	Check Date V	endor ID Vendor Name	PO Number	Check Amount
2846	08/06/2021	8280 KS STATEBANK	2	1,492 21
2847	08/06/2021	3854 WHITED, DARRYL	83	806 94
Number (	of Transactions: 2		Warrant Total:	2,299.15
			Vendor Portion:	2,299,15

### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$2,299.15. 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.

8/6/21	Keich Heid	Business Manager
Date	Signature	Title





Check#	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
2848	08/24/2021	5452 ALBANY COUNTY DEPT. OF HEALTH	194	580.00
2849	08/24/2021	3995 HOME DEPOT CREDIT SERVICES	30	358.00
2850	08/24/2021	2887 STRIPES	29	125.00
Number o	of Transactions: 3		Warrant Total:	1,063.00
			<b>Vendor Portion:</b>	1,063.00

### **Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$1,063.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8-24-21	Keich Heid	Business Manager
Date	Signature	Title





Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
1010	08/30/2021	8504 DLC ELECTRIC, LLC	196	97,664 70
1011	08/30/2021	7883 GALLO CONSTRUCTION	197	234,011.36
1012	08/30/2021	8505 GENERAL ROOFING CONTRACTORS	198	174,776.25
1013	08/30/2021	8533 R.F. GORDON MECHANICAL LLC	199	160,421.76
Number o	of Transactions: 4		Warrant Total:	666,874.07
			Vendor Portion:	666.874.07

### **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 \$666,874.07. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund

8-30-21	Keich Heid	Business Manager
Date	Signature	Title



Payroll Tax Expense Breakdown For Checks Dated 8/13/2021 - 8/13/2021

Account	Gross Pay	FICA Wages	FICA Exp	MEDI Wages	MEDI Exp	FICA/MEDI Exp	TRS W/H	Total Expense
Fund A Totals:	75,279.17	74,505.34	4,619.33	74,505.34	1,080.33	5,699.66	113.37	80,978.83
Fund C Totals:	8,027.13	7,800.77	483.68	7,800.77	113.11	596.79	0.00	8,623.92
Fund FA21A Totals:	10,008.34	10,008.34	620.50	10,008.34	145.16	765.66	144.74	10,774.00
Fund FE22 Totals:	3,171.77	3,136.33	194.46	3,136.33	45.47	239.93	0.00	3,411.70
Fund FG13 Totats:	12,635.38	12,635.38	783.39	12,635.38	183.21	966.60	221.68	13,601.98
Fund FX22 Totals:	26,763.65	26,763.65	1,659.35	26,763.65	388.06	2,047.41	545.74	28,841.06
Grand Totals:	135,885.44	134,849.81	8,360.71	134,849.81	1,955.34	10,316.05	1,025.53	146,201.49

FICA / MEDICARE	
Gross Pay	135,885.44
FICA Wages	134,849.81
Employer FICA	8,360.71
Employee FICA	8,360.71
MEDI Wages	134,849.81
Employer MEDI	1,955.34
Employee MEDI	1,955.34
*Portion From Additional Withholding	0.00
TRS Withholding	1,025.53

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.

Page



Payroli Tax Expense Breakdown For Checks Dated 8/27/2021 - 8/27/2021

Account	Gross Pay	FICA Wages	FICA Exp	MEDI Wages	MEDI Exp	FICA/MEDI Exp	TRS W/H	Total Expense
Fund A Totals:	110,762.31	109,988.48	6,819.28	109,988.48	1,594.84	8,414.12	18.90	119,176.43
Fund C Totals:	7,877.13	7,650.77	474.37	7,650.77	110.94	585.31	0.00	8,462.44
Fund FA21A Totals:	1,712.52	1,712.52	108.17	1,712.52	24.84	131.01	3.40	1,843.53
Fund FE22 Totals:	3,171,77	3,136.33	194.46	3,136.33	45.47	239.93	0.00	3,411.70
Fund FG13 Totals:	7,518.85	7,518.85	466.17	7,518.85	109.00	575,17	120.82	8,094.02
Fund Fi22 Totals:	418.08	418.08	25.92	418.08	6.06	31.98	0.00	450.06
Fund FX22 Totals:	1,210.55	1,210.55	75.05	1,210.55	17.55	92.60	00:0	1,303.15
Grand Totals:	132,671.21	131,635.58	8,161.42	131,635.58	1,908.70	10,070.12	143.12	142,741.33

Gross Pay	132,671.21
FICA Wages	131,635.58
Employer FICA	8,161.42
Employee FICA	8,161.42
MED! Wages	131,635.58
Employer MED!	1,908.70
Employee MEDI	1,908.70
*Portion From Additional Withholding	0.00
TRS Withholding	143.12

The breakdown by fund is calculated in proportion to the employee's account code breakdown for the selected payroll(s). This breakdown does not include Unassigned amounts charged to NON CASH, which may cause a difference between the Total Gross Amount and the Gross Account Totals.





A1921         PROPERTY TAX         7,275,000,00         0.00         7,275,000,00         0.00         7,275,000,00         0.00         7,275,000,00         0.00         7,275,000,00         0.00         205,000,00         0.00         7,275,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00         205,000,00         0.00 <th>Account</th> <th>Description</th> <th>Budget</th> <th>Adjustments</th> <th>Revised Budget</th> <th>Revenue Earned</th> <th>Unearned Revenue</th>	Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
INTEREST NU LEU OF TAXES	A 1001	PROPERTY TAX	7,275,000.00	00:0	7,275,000.00	0.00	7,275,000.00
INTEREST AND PENALTIES 31,000,00 0.00 31,000,00 0.00 31,000,00 0.00 0.00 0.00 0.00 0.00 0.00 0	A 1081	PAYMENTS IN LIEU OF TAXES	205,000.00	0.00	205,000.00	00:00	205,000.00
CONSUMER UTILITY TAX 335,000.00 0.00 335,000.00 25,224.41 3093 74 ADMISSIONS 12,000.00 0.00 0.00 0.00 0.00 0.00 0.00 0	A 1090	INTEREST AND PENALTIES	31,000.00	0.00	31,000.00	0.00	31,000.00
ADMISSIONS   12,000.00   0.00   12,000.00   0.00	A1111	CONSUMER UTILITY TAX	335,000.00	0.00	335,000.00	25,224.41	309,775.59
INTEREST'S EARNINGS	A 1410	ADMISSIONS	12,000.00	0.00	12,000.00	00:00	12,000.00
NITEREST & EARNINGS   0.00   0.00   0.00   0.00   0.42	A 2230	DAY SCHOOL TUITION	20,000.00	0.00	20,000.00	0.00	20,000.00
BUILDING USE   5,000.00   0.00   5,000.00   800.00   144.	A 2401	INTEREST & EARNINGS	0.00	0.00	00:00	2.48	-2.48
REFUND OF PRICA YEARS EXPENSES   150,000,00   0.00   150,000.00   24,445.86   1	A 2410	BUILDING USE	5,000.00	0.00	5,000.00	800.00	4,200.00
Contribution	A 2701	REFUND OF PRIOR YEARS EXPENSES	150,000.00	0.00	150,000.00	34,445.86	115,554.14
BASIC FORMULA	A 2770	OTHER UNCLASSIFIED	30,000.00	0.00	30,000 00	299.00	29,701.00
EXCESS COST 3,900,000.00 0.00 3,900,000.00 0.00 0.00 0.00 0.00 0.00 0.0	A 3101	BASIC FORMULA	14,430,000.00	0.00	14,430,000 00	0.00	14,430,000.00
LOTTERY AID 1,987,000.00 0.00 1,987,000.00 0.00 0.00 0.00 0.00 0.00 0.00 0	A3101.A	EXCESS COST	3,900,000.00	0.00	3,900,000.00	00:00	3,900,000.00
A         VLT LOTTERY         688,000.00         0.00         688,000.00         0.00         688,000.00         0.00 <th< td=""><td>A3102</td><td>LOTTERY AID</td><td>1,987,000.00</td><td>0.00</td><td>1,987,000.00</td><td>00:0</td><td>1,987,000.00</td></th<>	A3102	LOTTERY AID	1,987,000.00	0.00	1,987,000.00	00:0	1,987,000.00
BOCES         79,000.00         0.00         79,000.00         0.00         95,000.00         0.00         90.00         0.00         90.00         0.00         90.00         0.00         90.00         0.00         90.00         0.00	A3102A	VLT LOTTERY	688,000.00	0.00	688,000.00	0.00	688,000.00
## BOCES  ## BOCES  ## PARDONKS  ## PARDONCO  ## PARDONCO	A 3102.B	COMMERCIAL GAMING	79,000.00	0.00	79,000.00	0.00	79,000.00
TEXTBOOKS SOFTWARE SOFTWARE SOFTWARE HARDWARE HARDWARE LIBRARY MATERIALS 12,000.00 0.00 11,000.00 0.00 11,000.00 0.00	A 3103	BOCES	935,000.00	0.00	935,000.00	0.00	935,000.00
A         HARDWARE         5,000.00         0.00         5,000.00         0.00           LIBRARY MATERIALS         12,000.00         0.00         12,000.00         0.00         12,000.00         0.00           IMPACT AID         15,000.00         0.00         15,000.00         0.00         15,000.00         0.00           INTEREST SUBSIDY FOR QSCB         153,000.00         0.00         153,000.00         0.00         18,116.15         30,20           MEDICAID REIMBURSEMENT         A Totals:         30,363,000.00         0.00         75,000.00         78,887.80         30,28           Grand Totals:         30,363,000.00         0.00         30,363,000.00         78,887.90         30,28	A3260	TEXTBOOKS	10,000.00	0.00	10,000.00	0.00	10,000.00
HARDWARE LIBRARY MATERIALS LIB	A 3262	SOFTWARE	5,000.00	000	5,000.00	0.00	9,000.00
LIBRARY MATERIALS         12,000.00         0.00         12,000.00         0.00           IMPACT AID         15,000.00         0.00         15,000.00         0.00           INTEREST SUBSIDY FOR QSCB         153,000.00         0.00         75,000.00         18,116.15           MEDICAID REIMBURSEMENT         75,000.00         0.00         75,000.00         18,116.15         30,21           A Totals:         30,363,000.00         0.00         30,363,000.00         78,887.90         30,28	A 3262 A	HARDWARE	11,000.00	0.00	11,000.00	00:0	11,000.00
IMPACT AID         15,000.00         0.00         15,000.00         0.00           INTEREST SUBSIDY FOR QSCB         153,000.00         0.00         153,000.00         0.00           MEDICAID REIMBURSEMENT         75,000.00         0.00         75,000.00         18,116.15           A Totals:         30,363,000.00         0.00         30,363,000.00         78,887.90         30,2           Grand Totals:         30,363,000.00         0.00         30,363,000.00         78,887.90         30,2	A 3263	LIBRARY MATERIALS	12,000.00	0.00	12,000.00	0.00	12,000.00
INTEREST SUBSIDY FOR QSCB	A 4107	IMPACT AID	15,000.00	0.00	15,000.00	00:00	15,000.00
MEDICAID REIMBURSEMENT         75,000.00         0.00         75,000.00         18,116.15           A Totals:         30,363,000.00         0.00         30,363,000.00         78,887.90         30,263,000.00	A-4289	INTEREST SUBSIDY FOR QSCB	153,000.00	00.00	153,000.00	00.0	153,000.00
30,363,000.00 0.00 30,363,000.00 78,887.90 30,363,000.00 78,887.90 30,363,000.00 78,887.90 30,363,000.00 30,363,00	A 4601	MEDICAID REIMBURSEMENT	75,000.00	0.00	75,000.00	18,116.15	56,883.85
30,363,000.00 0.00 30,363,000.00 78,887.90		A Totals:	30,363,000.00	0.00	30,363,000.00	78,887.90	30,284,112.10
		Grand Totals:	30,363,000.00	00.0	30,363,000.00	78,887.90	30,284,112.10

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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010-400-00-0000	CONTRACTUAL EXPENSE	1,500.00	00:0	1,500.00	0.00	0.00	1,500.00
A 1010,450-00-0000	MATERIALS/SUPPLIES	200.00	00:00	200.00	0.00	00:00	200:00
1010	BOARD OF EDUCATION	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 1040,160-00-0000	SALARIES/NON-INSTRUC	2,000.00	0.00	2,000.00	384.60	0.00	1,615.40
A 1040-400-00-0000	CONTRACTUAL EXPENSE	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 1040,450-00-0000	MATERIALS/SUPPLIES	200.00	0.00	500.00	0.00	00.0	500.00
1040	DISTRICT CLERK	4,000.00	0.00	4,000.00	384.60	0.00	3,615.40
A 1060,400-00-0000	CONTRACTUAL EXPENSE	2,000.00	000	2,000.00	000	0.00	2,000.00
1060	DISTRICT MEETINGS	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
2		8,000.00	0.00	8,000.00	384.60	0.00	7,615.40
A 1240.150-00-0000	SALARIES/INSTRUCTIONAL	227,000.00	00'0	227,000.00	35,062.70	0.00	191,937.30
A 1240.160-00-0000	SALARIES/NON-INSTRUC	29,000.00	0.00	59,000.00	11,341.55	0.00	47,658.45
A 1240,400-00-0000	CONTRACTUAL EXPENSE	5,000.00	0.00	5,000.00	14.00	42.93	4,943.07
A 1240.450-00-0000	MATERIALS/SUPPLIES	2,000.00	0.00	2.000.00	0.00	142.40	1,857.60
1240	CHIEF SCHOOL ADMINISTRATOR	293,000.00	0.00	293,000.00	46,418.25	185.33	246,396.42
12		293,000.00	0.00	293,000.00	46,418.25	185.33	246,396.42
A 1310, 160-00-0000	SALARIES/NON-INSTRUC	194,000.00	00:00	194,000.00	31,888.40	00.00	162,111.60
A 1310,160-80-0000	VACATION BUYBACK	4,000.00	000	4,000.00	0.00	0.00	4,000.00
A 1310.400-00-0000	CONTRACTUAL EXPENSE	20,000.00	00.00	20,000.00	6,027.95	00:00	13,972.05
A 1310.450-00-0000	MATERIALS/SUPPLIES	2,000.00	00.0	2,000.00	0.00	0.00	2,000.00
A 1310.490-00-0000	BOCES SERVICE	27,000.00	0.00	27,000.00	0.00	2,560.67	24,439.33
1310	BUSINESS ADMINISTRATION	247,000.00	0.00	247,000.00	37,916.35	2,560.67	206,522.98
ממחק-מת-מת-ימפר ש	CONTRACTOREENSE	40,000,00	8.0	46,000.00	3	9.0 9.0	46,000.00
1320 A 1330,160-00-0000	AUDITING SALARIESMON-INSTRUC	48,000.00 2,000.00	<b>9 00</b> 0 00	<b>48,000.00</b> 2,000.00	<b>0:0</b> 0:00	<b>0.0</b> 0.0	<b>48,000,00</b> 2,000.00
1330	COLLECTOR OF TAXES	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 1345,150-00-0000	SALARY NON-INST INTERNAL CLAIMS AUDIT		0.00	2,000.00	0.00	0.00	2,000.00
1345	PURCHASING	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
13		299,000.00	0.00	299,000.00	37,916.35	2,560.67	258,522.98
A 1420,400-00-0000	CONTRACTUAL EXPENSE	20,000.00	000	50,000.00	0.00	0.00	50,000.00
1420	LEGAL	* 50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
A 1480.490-00-0000	BOCES SERVICE	121,000.00	0.00	121,000.00	0.00	9,076.58	111,923.42

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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1480	PUBLIC INFORMATION SERVICES .	121,000.00	0.00	121,000.00	0.00	9,076.58	111,923.42
7	9 9	171,000.00	0.00	171,000.00	0.00	9,076.58	161,923.42
A 1620,200-00-0000	EQUIPMENT	5,000.00	0.00	5,000.00	0.00	00.0	2,000 00
A 1820,400-00-0000	CONTRACTUAL EXPENSE	120,000.00	0.00	120,000.00	420.00	41,443.55	78,136.45
A 1620,410-00-0000	TELEPHONE	19,000.00	0.00	19,000.00	662.26	1,267.93	17,069.81
A 1620,411-00-0000	WATER	6,000.00	0.00	6,000.00	0.00	00.0	00:000'9
A 1620.412-00-0000	SEWER	6,000.00	0.00	6,000.00	0.00	00:00	00:000'9
A 1620.430-00-0000	<b>OUTDOOR LIGHTING - ELECTRICITY</b>	3,000.00	0.00	3,000.00	0.00	00:00	3,000.00
A 1620,430-01-0000	WHS - ELECTRICITY	95,000.00	0.00	95,000.00	0.00	00:0	95,000.00
A 1620,430-02-0000	WES - ELECTRICITY	82,000.00	0.00	82,000.00	00:00	00:00	82,000.00
A 1620.440-01-0000	WHS - NATURAL GAS	37,000.00	0.00	37,000.00	0.00	00:00	37,000.00
A 1620.440-02-0000	WES - NATURAL GAS	21,000.00	0.00	21,000.00	0.00	00:00	21,000.00
A 1620.450-00-0000	MATERIALS/SUPPLIES	70,000.00	0.00	70,000.00	163.12	33,059.23	36,777.65
A 1620.450-00-CARE	CARES ACT MAT/SUP	00.00	00.00	0.00	0.00	185.00	-185.00
1620	OPERATIONS	464,000.00	0.00	464,000.00	1,245.38	75,955.71	386,798.91
A 1621.160-00-0000	SALARIES/NON-INSTRUC - MAINTENANCE	278,000.00	00:00	278,000.00	38,167.73	00:0	239,832.27
A 1621,160-20-000	SALARIES/NON-INSTRUC-MAIN-NIGHTTIME	124,000.00	0.00	124,000.00	0.00	0.00	124,000.00
A 1621 160-20-0000	SALARIES/NON-INSTRUC-MAIN-NIGHTTIME	0.00	00.00	0.00	19,986.40	0.00	-19,986.40
A 1621 160-80-0000	VACATION BUYBACK	9,000.00	00.0	5,000.00	0.00	0.00	5,000.00
1621	MAINTENANCE	407,000.00	0.00	407,000.00	58,154.13	0.00	348,845.87
A 1670.400-00-0000	CONTRACTUAL EXPENSE	10,000.00	000	10,000.00	0.00	30.00	9,970.00
1670	CENTRAL PRINTING & MAILING	10,000.00	0.00	10,000.00	0.00	30.00	9,970.00
A 1680.490-00-0000	BOCES SERVICE	559,000.00	0.00	559,000.00	0.00	177,884.49	381,115.51
1680	CENTRAL DATA PROCESSING	559,000.00	0.00	559,000.00	0.00	177,884.49	381,115.51
16	**	1,440,000.00	0.00	1,440,000.00	59,399.51	253,870.20	1,126,730.29
A 1010 410 010 00 0000		98,000.00	8 8	96,000,00	8 8	800	96,000.00
A 18 IV-4 IV-AV-VAVA	STODEN! COVERAGE	10,000.00	9.0	16,000.00	8.6	9.0	10,000,00
1910	UNALLOCATED INSURANCE CHICAL ASSOCIATION	104,000.00	0.00	104,000.00	<b>6.0</b>	0.00	104,000.00
		20.000	3	00.000.00	3	3	2000
<b>1920</b> A 1964.400-00-0000	SCHOOL ASSOCIATION DUES REFUND REAL PROP TAX	<b>18,000.00</b> 5,000.00	<b>0.0</b> 0.00	<b>18,000.00</b> 5,000.00	<b>0.0</b> 0.0	<b>0.0</b> 0.0	<b>18,000.00</b> 5,000.00
		1 1					
1964 A 1981.490-00-0000	REFUND ON REAL PROPERTY TAXES • BOCES ADMINISTRATION	<b>5,000.00</b> 162.000.00	<b>0.0</b> 0.0	<b>5,000.00</b> 162,000.00	<b>90.0</b> 0.00	<b>0.00</b> 161,567.00	<b>5,000.00</b> 433.00

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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1981	ADMINISTRATION - BOCES	162,000.00	0.00	162,000.00	0.00	161,567.00	433.00
19	#	289,000.00	0.00	289,000.00	0.00	181,567.00	127,433.00
-	444	2,500,000.00	0.00	2,500,000.00	144,118.71	427,259.78	1,928,621.51
A 2010, 150-00-0000	SALARIES/INSTRUCTIONAL	248,000.00	0.00	248,000.00	47,587.50	0.00	200,412.50
A 2010,150-80-0000	<b>VACATION BUY BACK - DIRECTORS</b>	7,000 00	0.00	7,000.00	0.00	0.00	7,000.00
A 2010,160-00-0000	SALARIES/NON-INSTRUC	36,000,00	0.00	36,000.00	6,881.70	0.00	29,118.30
A 2010.400-00-0000	CONTRACTUAL EXPENSE	3,000 00	0.00	3,000.00	00.00	750.00	2,250.00
A 2010.450-00-0000	MATERIALS/SUPPLIES	1,000 00	0.00	1,000.00	0.00	0.00	1,000.00
2010	CURRICULUM DEVELOPMENT & . SUPERVISION	295,000.00	0.00	295,000.00	54,469.20	750.00	239,780.80
A 2020, 150-00-0000	SALARIESANSTRUCTIONAL	541,000.00	0.00	541,000.00	101,345.00	0.00	439,655.00
A 2020,150-80-0000	<b>VACATION BUY BACK - ADMINISTRATORS</b>	16,000.00	0.00	16,000.00	0.00	0.00	16,000.00
A 2020 160-00-0000	SALARIES/NON-INSTRUC	167,000.00	0.00	167,000.00	17,770.37	00.0	149,229.63
A 2020.400-01-0000	CONTRACTUAL EXPENSE-WHS	2,000.00	0.00	2,000.00	0.00	00:00	2,000.00
A 2020,400-02-0000	CONTRACTUAL EXPENSE-WES	2,000.00	0.00	2,000.00	0.00	00:00	2,000.00
A 2020.450-01-0000	MATERIALS/SUPPLIES-WHS	4,000.00	0.00	4,000.00	00.00	111.84	3,888.16
A 2020,450-02-0000	MATERIALS/SUPPLIES-WES	3,000.00	0.00	3,000.00	0.00	3,490.50	-490.50
2020	SUPERVISION REGULAR SCHOOL	735,000.00	0.00	735,000.00	119,115.37	3,602.34	612,282.29
A 2070.150-00-0000	SALARIES/INSTRUCTIONAL	5,000.00	0.00	5,000.00	0.00	00:00	5,000.00
A 2070,400-00-0000	CONTRACTUAL EXPENSE	7,000.00	0.00	7,000.00	00.00	685.00	6,315.00
A 2070 490-00-0000	BOCES STAFF/CURR DAY	133,000.00	0.00	133,000.00	0.00	6,486.50	126,513.50
2070	INSERVICE TRAINING - INSTRUCTION .	145,000.00	0.00	145,000.00	0.00	7,171.50	137,828.50
20	*	1,175,000.00	0.00	1,175,000.00	173,584.57	11,523.84	989,891.59
A 2110 120-00-0000	TEACHERS K-3	1,426,000.00	0.00	1,426,000.00	0.00	0.00	1,426,000.00
A2110.120-10-0000	ELMENTCHRS 4-6	1,602,000.00	0.00	1,602,000.00	0.00	0.00	1,602,000.00
A 2110 130-00-0000	TEACHERS 7-12	2,976,000.00	0.00	2,976,000.00	0.00	0.00	2,976,000.00
A2110.140-00-0000	SUBSTITUTE TEACHERS	105,000.00	0.00	105,000.00	0.00	0.00	105,000.00
A2110.140-20-0000	DETENTION	6,000.00	0.00	6,000.00	0.00	0.00	6,000.00
A2110.140-30-0000	HOME TEACHING ES	5,000.00	00.0	5,000.00	0.00	00:0	5,000.00
A2110.160-00-0000	SALARIES/NON-INSTRUC	109,000.00	00:00	109,000.00	00:00	00:0	109,000.00
A 2110-400-01-0000	CONTRACTUAL EXPENSE-WHS	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00
A 2110,400-02-0000	CONTRACTUAL EXPENSE-WES	9,000.00	00:00	9,000.00	00:0	0.00	00.000,6
A 2110.450-01-0000	MATERIALS/SUPPLIES-WHS	45,000.00	0.00	45,000.00	00:0	6,218.91	38,781.09
A 2110,450-01-1000	M/S W/HS ART	0.00	00:0	0.00	00:0	3,747.44	-3,747.44
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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.450-01-5000	M/S WHS MUSIC	00 0	0.00	00:0	00:00	1,730.39	-1,730.39
A 2110.450-01-6000	M/S WHS SCIENCE	00.0	0.00	0.00	00.00	1,430.92	-1,430.92
A 2110,450-01-8000	M/S WHS PHYS ED	00.00	0.00	0.00	00.00	2,033.93	-2,033.93
A 2110.450-02-0000	MATERIALS/SUPPLIES-WES	26,000.00	00.0	26,000.00	00.00	7,009.43	18,990.57
A 2110 450-02-1000	M/S WES KINDERGARTEN	3,000.00	0.00	3,000.00	0.00	1,670.71	1,329.29
A 2110.450-02-2000	M/S WES 1ST GRADE	2,000 00	00:00	2,000.00	00:00	1,726.97	273.03
A 2110,450-02-3000	M/S WES 2ND GRADE	2,000.00	0.00	2,000.00	00:00	1,525.11	474.89
A 2110,450-02-4000	M/S WES 3RD GRADE	2,000.00	00:0	2,000.00	00:00	1,768.88	231.12
A 2110.450-02-5000	M/S WES 4TH GRADE	2,000.00	0.00	2,000.00	0.00	752.78	1,247.22
A 2110.450-02-6000	M/S WES 5TH GRADE	2,000.00	0.00	2,000.00	0.00	1,301.26	698.74
A 2110.450-02-7000	M/S WES 6TH GRADE	2,000.00	0.00	2,000.00	0.00	317.65	1,682.35
A 2110.450-02-8000	M/S WES PHYS ED	1,000.00	0.00	1,000.00	0.00	732.49	267.51
A 2110.450-02-9000	M/S WES MUSIC	1,000.00	0.00	1,000.00	0.00	168.44	831.56
A 2110,450-02-9100	M/S WES ART	2,000.00	0.00	2,000.00	0.00	1,452.57	547.43
A 2110.471-00-0000	TUITION-OTHER DISTRICTS	125,000.00	0.00	125,000.00	0.00	0.00	125,000.00
A 2110 473-00-0000	HENRY JOHNSON CHARTER SCHOOL	78,000.00	0.00	78,000.00	0.00	0.00	78,000.00
A2110.473-00-BOYS	BRIGHTER CHOICE FOR BOYS	46,000.00	0.00	46,000.00	0.00	0.00	46,000.00
A2110.473-00-GIRL	BRIGHTER CHOICE FOR GIRLS	42,000.00	0.00	42,000.00	0.00	0.00	42,000.00
A2110.473-00-GREN	GREEN TECH HIGH CHARTER SCHOOL	71,000.00	0.00	71,000.00	0.00	0.00	71,000.00
A2110.473-00-KIPP	KIPP CHARTER SCHOOL - PRIMARY	201,000.00	00:0	201,000.00	0.00	0.00	201,000 00
A2110.473-00-LEAD	ALBANY LEADERSHIP CHARTER GIRLS	29,000.00	00:00	29,000.00	0.00	0.00	29,000.00
A 2110, 473-00-TROY	TROY PREP CHARTER SCHOOL	231,000.00	0.00	231,000.00	0.00	0.00	231,000.00
A 2110.473-01-IGPP	KIPP CHARTER SCHOOL - MIDDLE	141,000.00	0.00	141,000.00	0.00	0.00	141,000.00
A 2110.473-02-KIPP	KIPP ACCS ELEMENTARY SCHOOL	10,000.00	00.0	10,000.00	0.00	0.00	10,000.00
A 2110.473-03-KIPP	KIPP ACCS MIDDLE SCHOOL	21,000.00	00:0	21,000.00	0.00	0.00	21,000.00
A 2110.480-01-0000	TEXTBOOKS-WHS	5,000.00	0.00	9,000.00	00.00	797.93	4,202.07
A 2110,480-02-0000	TEXTBOOKS-WES	5,000.00	0.00	5,000.00	0.00	6,611.25	-1,611.25
A 2110.480-02-1000	TEXTBOOKS-WES-KINDERGARTEN	0.00	0.00	0.00	0.00	877.96	-877.96
A 2110.480-02-2000	TEXTBOOKS-WES-1ST GRADE	00.00	0.00	00:0	0.00	954.30	-954.30
A 2110,480-02-3000	TEXTBOOKS-WES-2ND GRADE	0.00	0.00	0.00	0.00	763.44	-763.44
A 2110,480-02-5000	TEXTBOOKS-WES-4TH GRADE	0.00	00:00	00:0	00.0	381.72	-381.72
A 2110.490-00-0000	BOCES SERVICE	66,000.00	0.00	66,000.00	0.00	7,042.16	58,957.84
2110	TEACHING .	7,406,000.00	0.00	7,406,000.00	0.00	51,016.64	7,354,983.36
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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumpered	Available
77	*	7,406,000.00	0.00	7,406,000.00	0.00	51,016.64	7,354,983.36
A 2250 150-00-0000	SALARIESANSTRUCTIONAL	857,000.00	0.00	857,000.00	0.00	0.00	857,000.00
A 2250 150-01-0000	SALARIES/ADMINISTRATION	86,000.00	0.00	86,000.00	10,926.93	0.00	75,073.07
A 2250,150-10-0000	SALARIES/TEACHING ASSISTANTS	487,000.00	0.00	487,000.00	0.00	00:00	487,000.00
A 2250, 180-00-0000	SALARIES/NON-INSTRUC	35,000.00	0.00	35,000.00	6,802.70	00:0	28,197.30
A 2250 200-01-0000	EQUIPMENT-WHS	00:00	00.00	00:00	00:00	793.74	-793.74
A 2250.400-01-0000	CONTRACTUAL EXPENSE-WHS	38,000.00	0.00	38,000.00	0.00	0.00	38,000 00
A 2250.400-02-0000	CONTRACTUAL EXPENSE-WES	12,000.00	0.00	12,000.00	00.0	0.00	12,000.00
A 2250.450-01-0000	MATERIALS/SUPPLIES-WHS	1,000.00	0.00	1,000.00	00.00	109.99	890.01
A 2250,450-02-0000	MATERIALS/SUPPLIES-WES	2,000.00	0.00	2,000.00	00.00	7,438.88	-5,438.88
A 2250 470-00-0000	NOITION	971,000.00	0.00	971,000.00	0.00	0.00	971,000.00
A 2250, 473-00-0000	PAYMENTS TO CHARTER SCHOOLS	31,000.00	0.00	31,000.00	00.00	00.0	31,000.00
A 2250 490-00-0000	BOCES SERVICE	2,727,000.00	0.00	2,727,000.00	0.00	000	2,727,000.00
2250	PROGRAMS FOR HANDICAPPED . CHILDREN	5,247,000.00	0.00	5,247,000.00	17,729.63	8,342.61	5,220,927.76
A 2280,480-00-0000	BOCES SERVICE	351,000.00	0.00	351,000.00	000	00.0	351,000.00
2280	OCCUPATIONAL EDUCATION	351,000.00	0.00	351,000.00	0.00	0.00	351,000.00
22	*	6,598,000.00	0.00	5,598,000.00	17,729.63	8,342.61	5,571,927.76
A 2610.150-00-0000	MEDIA CENTER INST SALARY	86,000.00	0.00	86,000 00	00:0	0.00	86,000.00
A 2610, 160-00-0000	MEDIA CENTER NON INST SALARY	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 2610.450-01-0000	MATERIALS/SUPPLIES-WHS	200.00	0.00	200.00	0.00	153.26	346.74
A 2610.450-02-0000	MATERIALS/SUPPLIES-WES	200.00	0.00	200:00	0.00	291.08	208.92
A 2610.460-01-0000	LIBRARY MATERIALS - WHS	6,000.00	0.00	6,000.00	0.00	1,271.13	4,728.87
A 2610.460-02-0000	LIBRARY MATERIALS - WES	00:000'9	000	6,000.00	0.00	8,746.42	-2,746.42
A 2610.490-00-0000	BOCES SERVICE	32,000.00	0.00	32,000.00	0.00	2,250,00	29,750.00
2610	SCHOOL LIBRARY & AUDIO VISUAL	151,000.00	0.00	151,000.00	0.00	12,711.89	138,288.11
A 2630,220-00-0000	STATE AID HARDWARE	32,000.00	0.00	32,000.00	0.00	26,583.85	5,416.15
A 2630,450-01-0000	MATERIALS/SUPPLIES-WHS	8,000.00	00'0	8,000.00	000	00.0	8,000.00
A 2630,460-01-0000	STATE AID SOFTWARE-WHS	3,000.00	0.00	3,000.00	00.00	5,085.00	-2.085.00
A 2630.460-02-0000	STATE AID SOFTWARE-WES	2,000.00	00:00	2,000.00	00'0	910.24	1,089.76
A 2630,490-00-0000	BOCES SERVICE	58,000.00	0.00	58,000.00	0.00	7,388.76	50,611.24
2630	COMPUTER ASSISTED INSTRUCTION	103,000.00	0.00	103,000.00	0.00	39,967.85	63,032.15
26	94	254,000.00	0.00	254,000.00	0.00	52,679.74	201,320.26
A 2805, 160-00-0000	ATTENDANCE NON INST SALARIES	93,000.00	0.00	93,000.00	8,666.55	0.00	84,333,45
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A 2805 450-00-0000

Account

A 2810, 150-00-0000 A 2810, 160-00-0000 A 2810.400-01-0000 A 2810.450-01-0000 A 2810.450-02-0000

2806

A 2815,160-00-0000 A 2815.400-00-0000 A 2815.450-01-0000 A 2815.450-02-0000

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A 2820,150-00-0000

A 2820 450-00-0000

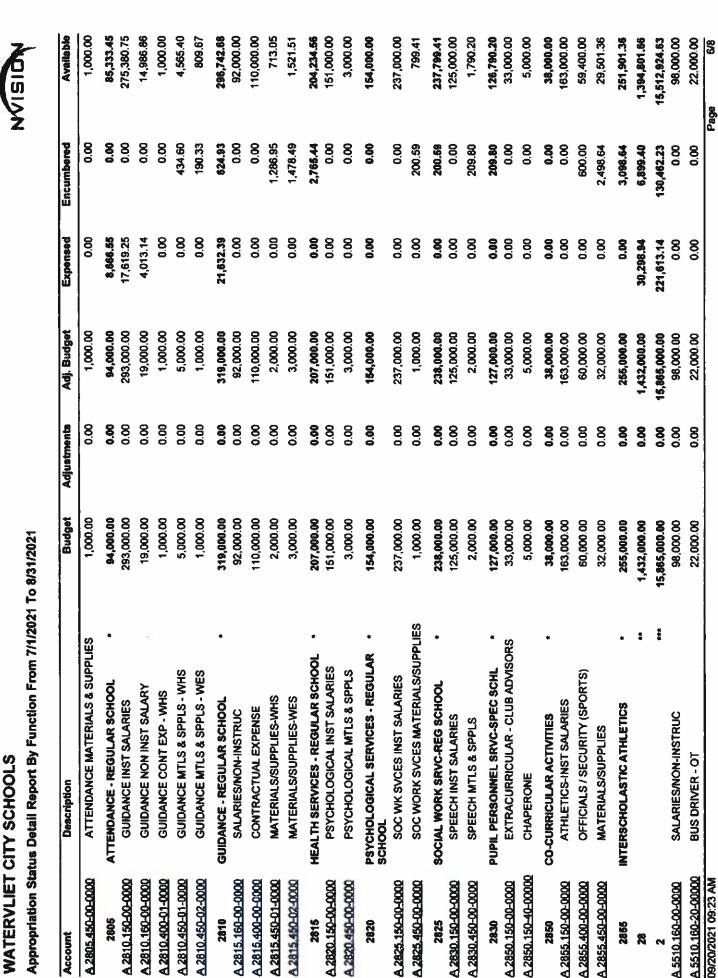
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A 2825 150-00-0000

A 2825.450-00-0000

A 2830,150-00-0000 A 2830.450-00-0000

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A 2850,150-40-00000

A 2855,150-00-0000

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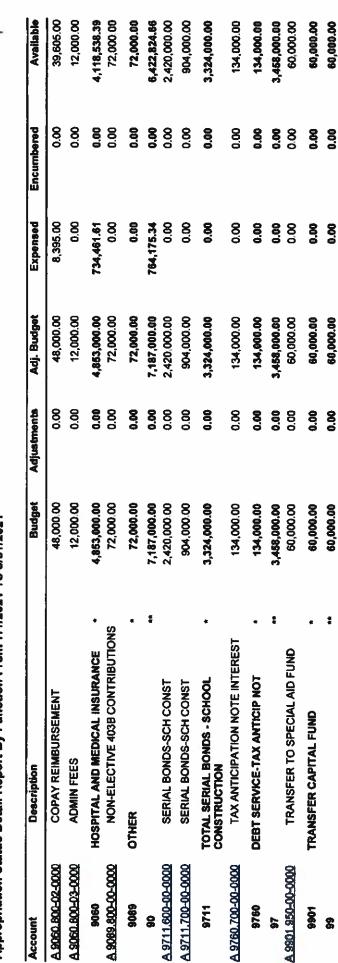


Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 5510.160-60-00000	BUS DRIVER - EXTRA	6,000.00	00.00	6,000.00	0.00	0.00	6,000.00
A 5510.160-80-0000	VACATION BUYBACK	0.00	00.0	0.00	33,839.00	0.00	-33,839.00
A 5510,400-00-0000	CONTRACTUAL EXPENSE	90,000.00	0.00	90,000.00	48,216.00	0.00	41,784.00
A 5510 450-00-0000	MATERIALS/SUPPLIES	25,000.00	00.00	25,000.00	00.00	51.56	24,948.44
5510	DISTRICT TRANSPORTATION SERVICES *	241,000.00	0.00	241,000.00	82,055.00	51.56	158,883.44
A 5530 400-00-0000	<b>BUS GARAGE CONTRACTUAL EXPENSE</b>	17,000.00	00:0	17,000.00	102.19	104.14	16,793.67
A 5530,450-00-0000	BUS GARAGE MATERIALS AND SUPPLIES	3,000.00	0.00	3,000.00	00.00	30.97	2,969.03
5530	BUS GARAGE	20,000.00	0.00	20,000.00	102.19	136.11	19,762.70
A 5540,400-00-0000	CONTRACT TRANSPORTATION	1,128,000.00	0.00	1,128,000.00	00.0	0.00	1,128,000.00
5540	CONTRACT TRANSPORTATION .	1,128,000.00	0.00	1,128,000.00	0.00	0.00	1,128,000.00
A 5550,400-00-0000	PUBLIC TRANSPORTATION	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
5550	PUBLIC TRANSPORTATION .	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
8	•	1,393,000.00	0.00	1,393,000.00	82,157.19	186.67	1,310,656.14
ĸ	1	1,393,000.00	0.00	1,393,000.00	82,157.19	186.67	1,310,656.14
A 9010, 800-00-0000	STATERETIREMENT	201,000.00	0.00	201,000.00	0.00	00.00	201,000.00
9010	STATE RETIREMENT .	201,000.00	0.00	201,000.00	0.00	0.00	201,000.00
A 9020-800-00-0000	TEACHER RETIREMENT	1,029,000 00	000	1,029,000.00	0.00	0.00	1,029,000.00
9020	TEACHERS' RETIREMENT	1,029,000.00	0.00	1,029,000.00	0.00	0.00	1,029,000.00
A 9030-800-00-0000	SOCIAL SECURITY	858,000.00	000	858,000.00	29,713.73	0.00	828,286.27
9030	SOCIAL SECURITY	858,000.00	0.00	858,000.00	29,713.73	0.00	828,286.27
A 9040,800-00-0000	WORKERS' COMPENSATION	124,000.00	0.00	124,000.00	0.00	0.00	124,000 00
9040	WORKERS' COMPENSATION	124,000.00	0.00	124,000.00	0.00	00.0	124,000.00
A 9050.800-00-0000	UNEMPLOYMENT INSURANCE	20,000.00	0.00	50,000.00	0.00	0.00	20,000.00
9050	UNEMPLOYMENT INSURANCE *	50,000.00	0.00	50,000.00	000	0.00	50,000.00
A 9060, 150-00-0000	BUY-OUT SALARIES	58,000.00	0.00	58,000.00	0.00	00.0	58,000.00
A 9060.800-00-0000	MEDICARE REIMBURSEMENTS	216,000.00	0.00	216,000.00	00:0	0.00	216,000.00
A 9060,800-00-0PHP	CDPHP - HEALTH INSURANCE - ACTIVE	3,625,000.00	0.00	3,625,000.00	516,031.44	0.00	3,108,968.56
A 9060.800-00-BLUE	BLUE SHIELD	9,000.00	0.00	9,000.00	1,436.00	0.00	7,564.00
A 9060,800-00-DENT	DENTAL INSURANCE - ACTIVE	125,000.00	0.00	125,000.00	9,998.05	0.00	115,001,95
A 9060.800-00-EMPR	EMPIRE - HEALTH INSURANCE - ACTIVE	4,000.00	0.00	4,000.00	5,674.37	0.00	-1,674.37
A 9060.800-01-0PHP	CDPHP - HEALTH RETIREES	446,000.00	00'0	446,000.00	145,834.33	00:0	300,165.67
A 9060,800-01-DENT	DENTAL INSURANCE - RETIREES	68,000.00	0.00	68,000.00	6,189.76	00.00	61,810.24
A 9060.800-01-EMPR	EMPIRE - HEALTH RETIREES	242,000 00	00:00	242,000.00	40,902.66	0.00	201,097.34

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MISION



Fund ATotals:	30,463,000.00	0.00	0.00 30,463,000.00	1,212,064.38	557,908.68 28	28,693,026.94
Grand Totals:	30,483,000.00	0.00	0.00 30,463,000.00 1,212,064.38	1,212,064.38	557,908.68	28,693,026.94

9,940,824.66

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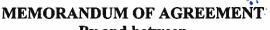
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### By and between The Enlarged School District Of the City of Watervliet And the

OCT 0 1 2021

RECEIVED

Watervliet Support Staff Association

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

WHEREAS, the Enlarged City School District of the City of Watervliet ("District") and the Watervliet Support Staff Association ("Association") are parties to a Collective Bargaining Agreement ("CBA") covering the period of July 1, 2018 through June 30, 2026; and,

WHEREAS, the District desires to compensate Nurses for services above and beyond their contractual duties amid the ongoing COVID-19 Pandemic; and,

WHEREAS, Nurses are a title recognized by the Association; and,

WHEREAS, the District has access to Federal funds allocated for COVID-related mitigation programs;

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Nurses shall receive a one-time \$8,000 stipend, added to their base salary for the 2021-2022 school year.

WATERVLIET SUPPORT STAFF ASSOCIATION

Geraldine Ferris

President

DATED: /0/H/Q/

ENLARGED CITY SCHOOL DISTRICT OF WATERVLIET

Dr. Lori S. Caplan

Superintendent of Schools

DATED: 104 2021





### MEMORANDUM OF AGREEMENT

OCT 0 8 2021

By and between
The Enlarged School District
Of the City of Watervliet
And the

WATERVLIET CITY SCHOOL DISTRICT And the SUPERINTENDENT'S OFFICE Watervliet Teachers' Association

WHEREAS, the Enlarged City School District of the City of Watervliet ("District") and the Watervliet Teachers' Association ("Association") are parties to a Collective Bargaining Agreement ("CBA") covering the period of July 1, 2018 through June 30, 2026, with an extension through June 30, 2027; and

WHEREAS, the Association is the exclusive representative for the teachers' bargaining unit as specified in Article I of the collective bargaining agreement; and,

WHEREAS, the District desires to maintain in-person instruction and services amid the ongoing COVID-19 Pandemic; and,

WHEREAS, COVID-19 vaccinations are available and accessible to all staff; and,

WHEREAS, the Parties recognize that there will be unvaccinated staff and students participating in the educational program during the 2021-2022 school year; and,

WHEREAS, the Parties desire to set forth terms that will increase safeguards for those most vulnerable to the effects of COVID-19; and,

WHEREAS, the District and the Association recognize that some adjustments will be necessary to the routine operation of the District; and,

WHEREAS, both the District and the Association share a mutual interest in working together in a positive and collaborative manner to provide the best education possible to the students of the Enlarged City School District of the City of Watervliet

### NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- If requested, Association members who have received an appropriate vaccination against COVID-19 shall be required to submit proof of said vaccination against COVID-19 to the Superintendent of Schools within three (3) business days of the request. Any information shared by unit members will be treated as confidential and kept separate from the personnel file.
- Association members who have not received an appropriate vaccination against COVID-19, or who do not submit proof of vaccination, shall submit to COVID-19 testing on a weekly basis, as outlined below, until proof of vaccination has been provided.
- 3. The District shall make COVID-19 testing available at members' work locations beginning Oct , 12 2021, between the hours of Toom and The District will assume all costs for such in-District testing. Those Association members subject to weekly testing may submit timely COVID-19 test results from an outside provider at their own expense in lieu of the testing offered at their work location. Leave time, for testing offered at outside provider locations, will not be granted for the purpose of getting weekly COVID-19 tests and no other reimbursements or compensation shall be provided by the District to those employees seeking and/or securing testing at outside provider locations.
- 4. The District will not retaliate nor discriminate against any unit member based on vaccination status.
- 5. Teachers at Watervliet Junior-Senior High School shall work in two shifts. The teacher day for the "early" shift shall be from 7:15 AM 2:06 PM. The teacher day for the "late" shift of teachers shall be from 7:57 AM 2:48 PM. These times shall be in place each day, Monday through Friday.
- 6. In addition to any Federal and/or New York State COVID leave programs, Association members will be allowed an aggregate of up to seventeen (17) leave days under Article XI, §§1, 9(e.), as long as the additional five (5) days are taken for COVID-related issues, with written documentation to support the additional leave. This shall include when a member's child(ren) are placed under official quarantine by the New York State Department of Health, a county Department of Health, and/or when the child's/children's

- school has notified the family of the quarantine, as authorized by the New York State Department of Health or a county Department of Health.
- 7. This Agreement is subject and subordinate to all Federal and State laws, rules and regulations, including any Executive Orders, DOH, or SED directives enacted or to be enacted concerning any of the issues addressed by this Agreement.
- 8. The District and the Association agree that simultaneous instruction (i.e., the live instruction of in-person students simultaneously with the live instruction of remote students) shall not be utilized during the 2021-2022 school year unless a governmental authority (e.g., the New York State Governor; New York State Department of Education; New York State Department of Health; etc.) mandates the delivery of simultaneous and/or fully remote instruction, in which case the parties shall comply with such mandates, and the following terms and conditions will apply:
  - a. Technology Procedures and Platforms: The parties recognize that it is the District's managerial prerogative to select and utilize educational platforms in the fulfillment of its mission to educate the students of the District. The educational platform that will be utilized for the 2021-2022 school year shall be Google Classroom. For the purposes of virtual teaching and live streaming, the District has approved the use of Google Classroom, Google Meets, Zoom, and myViewboard. The list provided here is not exhaustive and changes, additions, subtractions, and modifications can be made by the District throughout the 2021-2022 school year.
  - b. Technology Access: The District will provide desktop computers and/or Google Chromebooks for members of the Association to utilize while "on campus" at either Watervliet Elementary School or Watervliet Junior-Senior High School. The District shall also make Google Chromebooks available for members of the Association to take home with them on a daily basis. The District shall provide the necessary internet connections and functionality for members of the Association to utilize while teaching "on campus" to either "in-person" or remote students.

- c. <u>Employee Discipline and Timekeeping</u>: No surveillance cameras shall be positioned to view any Association member's workstations, except for reason of security of persons or to property.
- d. The District agrees that, if the teacher or unit member is utilizing either their own technology and/or District technology and is in full compliance with District directions for providing instruction, and acting in the scope of his or her duties, any liability that may exist under FERPA, IDEA, Education Law 2-d, or other State or Federal privacy law, rule or regulation is borne exclusively by the District.
- e. Reduction in Workforce Prohibition: The District agrees to prohibit the usage of electronic delivery of instruction, specifically video or audio recorded lessons, as a basis for a reduction in sections leading to a reduction in workforce. (A reduction in force due to budget cuts, specifically tied to a reduction in State Aid can still occur. This section prohibits only that the electronic delivery of instruction cannot be the cause of a reduction in force).
- f. The District agrees to prohibit using a teacher's or other unit member's video and/or audio recorded lesson to generate commercial revenue, or to generate revenue without additional compensation to the teacher. The District further agrees that a teacher's or other unit member's video and/or audio recorded lesson shall not be utilized for professional development (PD) purposes, without the express permission of that individual.
- g. Evaluations/APPR: The Parties agree that all provisions of the approved District 3012-d APPR Plan shall remain in full force and effect. Further, the Parties agree that video or audio material produced for work-related purposes shall not be stored nor retained in any manner for observation or evaluative purposes under the parties' APPR Plan. The District will conduct every evaluation that they can within a live classroom setting with in-person students, and potentially, students who are remote learners. The Parties recognize and understand that due to schedule constraints, mostly at Watervliet Junior-Senior High School, as well as the possibility of having to go fully remote at some point within the 2021-2022 school year, that this will

not always be possible. The Parties agree that when an in-person evaluation is entirely not feasible, that the evaluation shall take place within a fully virtual class setting. At no time shall Administration conduct an evaluation of a live classroom lesson, with in-person students, by watching said lesson remotely. The Parties also agree that if there is any necessary deviation or adjustment from the approved 3012-d APPR Plan provisions, including APPR appeal standards, the Parties shall meet to bargain any modifications to the Plan prior to implementation.

- h. Impermissible Parent or Student Recording: The District agrees to provide support, including administrative action through the Code of Conduct where appropriate and permitted, for any posting of video and/or audio recording of a teacher or unit member's work-related activities on social media platforms and/or email or email attachments by parents or students.
- i. The Parties agree to form a Committee to work collaboratively on the issue of "time on task" details when livestreaming or video and/or audio recordings are being utilized for classroom instruction. The Committee shall investigate the following items, as well as any and all other issues that arise throughout the course of the 2021-2022 school year:
  - i. the total time on task expected of students.
  - ii. the time students will need to complete course work
  - iii. what should students be doing to accomplish course goals and learning outcomes.
  - iv. what is considered "student contact time" when operating an online or livestreamed lesson.
- j. Terms and Conditions of Employment: With the exception of items listed previously in this Document, the Parties agree that by utilizing online or electronic delivery of instruction, including the usage of livestreaming lessons and classroom activity, there shall be no deviation from the Collective Bargaining Agreement's length of the work year and length of the work day, the defined length of the weekly instructional requirement, and any other required work-related duties. In addition, the Parties agree that there shall be

no differentiation of lesson plans, grading, homework assignments or academic freedom of the teacher or unit member, with regard to online or electronic delivery of instruction including livestreaming of lessons or other work-related activities. If there is any differentiation during the school year of any terms and conditions of employment, including any changes to academic policies pertaining lesson plans, grading, homework assignments or academic freedom of the teacher or unit member, the Parties agree to engage in immediate impact bargaining.

- k. <u>Electronic Delivery Troubleshooting</u>: The Parties agree to hold all teachers or unit members harmless and meet to identify potential issues in the event any of the following occur through no fault of the teacher or unit member:
  - i. Loss of live feed
  - ii. Internet access problems for teachers and students
  - iii. Ensuring privacy consistent with Ed Law 2-d
  - iv. Availability of necessary software for teachers and students
  - v. Making up missed lessons due to technology disruptions
- The Parties agree to meet every four (4) weeks to gather feedback to refine
  instruction and/or implement mutually agreeable solutions to problems with
  regards to electronic delivery of instruction, including livestream technology.
- 9. This Agreement is entered into for the convenience of the Parties and the health and safety of District students and Association members. It shall not create precedent or binding past practice, and all items contained herein shall expire at the close of business on June 30, 2022.
- 10. Any disputes between the Parties regarding this Memorandum of Agreement will be resolved through the contractual grievance procedure.

Jeanne Lance
Co-President

Scott Emerson Co-President

DATED: 10/8/2021

Dr. Lori S. Caplan
Superintendent of Schools

DATED: 10 8 303





#### **DPA for next BOE agenda**

1 message

Kirsten DeMento <kdemento@vlietschools.org>

Fri, Sep 24, 2021 at 7:28 AM

To: "Donald Stevens jr." <dstevens@vlietschools.org>, Bernadette Boardman <bboardman@vlietschools.org>

Hello!

Here is the DPA for Wakelet. It is on the old form as this was started last August. It should be set and ready to go to the BOE for approval.

Thanks
Kirsten
Kirsten M. DeMento
Director of Educational Programs, Accountability & UPK
Watervliet City School District
2557 10th Ave. & 25th St.
Watervliet, NY 12189
(518) 629-3231
"Every Student...Every Day"

kdemento@vlietschools.org

Wakelet DPA finalized 9-23-2021.pdf

#### Wakelet STUDENT DATA PRIVACY ADDENDUM<sup>1</sup>

This Student Data Privacy Addendum ("DPA") is incorporated by reference into the Service Agreement (as defined below) entered into by and between the educational agency set forth below (hereinafter referred to as "LEA") and Wakelet Limited (hereinafter referred to as "Provider") effective as of the date the DPA is accepted by LEA ("Effective Date") (each of Provider and LEA, a "Party" and together "Parties"). The Parties agree to the terms as stated herein.

#### RECITALS

WHEREAS, the Provider has agreed or will agree to provide the LEA with certain digital educational services as described in Section 1 pursuant to the Wakelet Limited Terms of Service located at <a href="https://wakelet.com/terms.html">https://wakelet.com/terms.html</a> (the "Service Agreement"); and

WHEREAS, in order to provide the Services described in Section 1, the Provider may receive or create and the LEA may provide documents or data that are covered by several federal statutes, among them, the Family Educational Rights and Privacy Act ("FERPA") at 20 U.S.C. 1232g and 34 CFR Part 99, Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6502; Protection of Pupil Rights Amendment ("PPRA") 20 U.S.C. 1232h; the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §§ 1400 et. seq.; and

WHEREAS, the documents and data transferred from LEAs and created or accessed by the Provider's Services are also subject to various state student privacy laws, including, but not limited to, New York State Education Law 2-d; and

WHEREAS, the Parties wish to enter into this DPA to ensure that the Services and Service Agreement provided conform to the requirements of the privacy laws referred to above and to establish implementing procedures and duties.

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

#### 1. PURPOSE AND SCOPE

- 1.1. Purpose of DPA. The purpose of this DPA is to describe the duties and responsibilities to protect Student Data (as defined in <a href="Exhibit">Exhibit "C"</a>) transmitted to Provider from the LEA and it's users pursuant to the Service Agreement including compliance with all applicable federal and state privacy statutes, including the FERPA, PPRA, COPPA, IDEA, and New York State Education Law 2-d. This DPA supplements the Service Agreement and together with the Service Agreement, is collectively referred to as the "Agreement".
- 12 Nature of Services Provided. Pursuant to and as fully described in the Service Agreement, Provider has agreed to provide the digital educational services as set forth in Exhibit "A" hereto and any other products and services that Provider may provide now or in the future (the "Services").
- 1.3. <u>Student Data to Be Provided.</u> In order to perform the Services, the Parties shall indicate the categories of Student Data to be provided or collected by the Provider in the Schedule of Data, attached hereto as <u>Exhibit</u> "B".
- 1.4. <u>DPA Definitions.</u> The definition of terms used in this DPA is found in <u>Exhibit "C".</u> In the event of a conflict, definitions used in this DPA shall prevail over terms used in all other writings, including, but not limited to, the Service Agreement, privacy policies or any terms of service with respect to the treatment of Student Data.

NY DPA August 2020

<sup>1</sup> Modeled After The Student Data Privacy Consortium's Set Of Baseline Model Clauses

#### 2. DATA OWNERSHIP AND AUTHORIZED ACCESS

- 2.1. Student Data Property of LEA. All Student Data or any other Education Records (as defined on Exhibit "C") transmitted to the Provider pursuant to this Agreement is and will continue to be the property of and under the control of the LEA, or to the party who provided such data (such as the student or parent.). The Provider further acknowledges and agrees that all copies of such Student Data or Education Records transmitted to the Provider, including any modifications or additions or any portion thereof from any source, are also subject to the provisions of this Agreement in the same manner as the original Student Data or Education Records. The Parties agree that as between them, all rights, including all intellectual property rights, in and to Student Data or Education Records covered per this Agreement shall remain the exclusive property of the LEA or the party who provided such data (such as the student or parent).
- 2.2. Exemptions under FERPA. LEA may not generally disclose Personally Identifiable Information from an eligible student's Education Record to a third-party without written consent of the parent and/or eligible student or without meeting one of the exemptions set forth in FERPA ("FERPA Exemption(s)"), including the exemption for Directory Information ("Directory Information Exemption") or School Official exemption ("School Official Exemption"). For the purposes of FERPA, to the extent Personally Identifiable Information from Education Records are transmitted to Provider from LEA or from students using accounts at the direction of the LEA, the Provider shall be considered a School Official (as defined on Exhibit "C"), under the control and direction of the LEAs as it pertains to the use of Education Records. Additionally, certain information, provided to Provider by LEA about a student, such as student name and grade level, may be considered Directory Information (as defined on Exhibit "C") under FERPA and thus not an Education Record.
  - 23. Parent Access. LEA shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review Personally Identifiable Information contained in the related student's Education Records and correct erroneous information, consistent with the functionality of Services. Provider shall cooperate and respond within thirty (30) days to the LEA's request for Personally Identifiable Information contained in the related student's Education Records held by the Provider to view or correct as necessary. In the event that a parent/legal guardian of a student or other individual contacts the Provider to review any of the Education Records or Student Data accessed pursuant to the Services, the Provider shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information, provided however, that Provider may also allow for direct access requests (but not correction or deletion rights) of Student Data and/or Education Records from a verified parent.
  - 2.4. Separate Account. Students and parent users may have personal or non-school accounts (i.e. for use Of Wakelet Limited at home not related to school) in addition to school accounts ("Outside School Account(s)"). An Outside School Account of a student may also be linked to their student account. Student Data shall not include information a student or parent provides to Provider through such Outside School Accounts independent of the student's or parent's engagement with the Services at the direction of the LEA. Additionally, If Student Generated Content is stored or maintained by the Provider as part of the Services, Provider may, at the request or with the consent of the parent or legal guardian, transfer said Student Generated Content to a separate student account or the Outside School Account upon termination of the Service Agreement; provided, however, such transfer shall only apply to Student Generated Content that is severable from the Service.
  - 25. Third Party Request. Should a third party, excluding a Service Provider, including, but not limited to law enforcement, former employees of the LEA, current employees of the LEA, and government entities, contact Provider with a request for Student Data held by the Provider pursuant to the Services, the Provider shall redirect the third party to request the data directly from the LEA, unless and to the extent that Provider reasonably believes it must grant such access to the third party because

the data disclosure is necessary: (i) pursuant to a court order or legal process, (ii) to comply with statutes or regulations, (iii) to enforce the Agreement, or (iv) if Provider believes in good faith that such disclosure is necessary to protect the rights, property or personal safety of Provider's users, employees or others. Provider shall notify the LEA in advance of a compelled disclosure to a third party, unless legally prohibited.

2.6. <u>Service Providers</u> Provider shall enter into written agreements with all Service Providers performing functions pursuant to this Agreement, whereby the Service Providers agree to protect Student Data in manner no less stringent than the terms of this DPA. The list of Provider's current Service Providers can be accessed through the Provider's Privacy Policy (which may be updated from time to time).

#### 3. DUTIES OF LEA

- 3.1. Provide Data In Compliance With Laws. LEA shall provide Student Data for the purposes of the Agreement in compliance with any applicable state or federal laws and regulations pertaining to data privacy and security, including, without limitation, the FERPA, PPRA, and IDEA. If LEA is providing Directory Information or any Education Record to Provider, LEA represents, warrants and covenants to Provider, as applicable, that LEA has:
  - a. complied with the Directory Information Exemption, including, without limitation, informing parents and eligible students what information the LEA deems to be Directory Information and may be disclosed and allowing parents and eligible students a reasonable amount of time to request that schools not disclose Directory Information about them; and/or
  - b. complied with the School Official Exemption, including, without limitation, informing parents in their annual notification of FERPA rights that the Institution defines "school official" to include service providers and defines "legitimate educational interest" to include services such as the type provided by Provider; or
  - c. obtained all necessary parental or eligible student written consent to share the Student Data with Provider, in each case, solely to enable Provider's operation of the Service.

If LEA is relying on the Directory Information exemption, LEA represents, warrants, and covenants to Provider that it shall not provide information to Provider from any student or parent/legal guardian that has opted out of the disclosure of Directory Information. Provider depends on LEA to ensure that LEA is complying with the FERPA provisions regarding the disclosure of any Student Data that will be shared with Provider.

- 32 Reasonable Security LEA shall employ administrative, physical, and technical safeguards consistent with industry standards designed to protect usernames, passwords, and any other means of gaining access to the Services and/or hosted data from unauthorized access, disclosure or acquisition by an unauthorized person.
- 33. <u>Unauthorized Access Notification</u> LEA shall notify Provider immediately, but in no less than 72 hours, of any known or suspected unauthorized use or access of the Services, LEA's account, or Student Data. LEA will assist Provider in any efforts by Provider to investigate and respond to any unauthorized use or access.

#### 4. DUTIES OF PROVIDER

4.1. Privacy Compliance The Provider shall comply in all material respects with all applicable state and federal laws and regulations pertaining to data privacy and security, applicable to the Provider in providing the Service to LEA. With respect to Student Data that the LEA permits Provider to collect or access pursuant to the Agreement, Provider agrees to support LEA in upholding LEA's responsibilities with FERPA and PPRA. Provider agrees that it will comply in all material respects with those provisions of the "LEA's Parent's Bill of Rights for Data Security and Privacy" ("Parents

- Bill of Rights"), a copy of which is attached hereto as <u>Exhibit "F"</u>, that are applicable to Provider. Any terms not defined with the Parent's Bill of Rights shall have the meaning set forth in this DPA.
- 42 Authorized Use. Student Data shared pursuant to this Agreement, including persistent unique identifiers, shall be used for no purpose other than the Services and for the uses set forth in the Agreement and/or as otherwise legally permissible, including, without limitation, for adaptive learning or customized student learning. The foregoing limitation does not apply to any De-Identified Data (as defined in Exhibit "C").
- 43. Employee Obligation. Provider shall require all employees and agents who have access to Student Data to comply with all applicable provisions of this DPA with respect to the Student Data shared under this DPA. Provider agrees to require and maintain an appropriate confidentiality agreement from each employee or agent with access to Student Data pursuant to the DPA.
- 44. No Disclosure. Provider shall not disclose, transfer, share or rent any Student Data obtained under the Agreement in a manner that directly identifies an individual student to any other entity other than LEA, except: (i) as authorized by the Agreement; (ii) as directed by LEA; (iii) to authorized users of the Services, including parents or legal guardians; (iv) as permitted by law; (v) in response to a judicial order as set forth in Section 2.5; (vi) to protect the safety or integrity of users or others, or the security of the Services; or (vii) to Service Providers, in connection with operating or improving the Service. Provider will not Sell (as defined in Exhibit "C") Student Data to any third party.
- 45\_ De-Identified Data. De-Identified Data may be used by the Provider for any lawful purpose, including, but not limited to, development, research, and improvement of educational sites, services, or applications, and to demonstrate the market effectiveness of the Services. Provider's use of such De-Identified Data shall survive termination of this DPA or any request by LEA to return or destroy Student Data. Provider agrees not to attempt to re-identify De-identified Data and not to transfer De-identified Data to any party unless that party agrees in writing not to attempt re-identification.
- 46. Disposition of Data. Provider shall, at LEA's request, dispose of or delete all Personally Identifiable Information contained in Student Data within a reasonable time period following a written request. If no written request is received. Provider shall dispose of or delete all Personally Identifiable Information contained in Student Data at the earliest of (a) when it is no longer needed for the purpose for which it was obtained or (b) as required by applicable law. Nothing in the DPA authorizes Provider to maintain Personally Identifiable Information contained in Student Data obtained under the Agreement beyond the time period reasonably needed to complete the disposition, unless a student, parent or legal guardian of a student chooses to establish and maintain a separate account with Provider to retain Student Generated Content. Disposition shall include (1) the shredding of any hard copies of any Personally Identifiable Information contained in Student Data; (2) erasing any Personally Identifiable Information contained in Student Data; or (3) otherwise modifying the Personally Identifiable Information contained in Student Data to make it unreadable or indecipherable or De-Identified or placed in a separate student account, pursuant to the other terms of the DPA. Provider shall provide written notification to LEA when the Personally Identifiable Information contained in Student Data has been disposed pursuant to the LEA's request for deletion. The duty to dispose of Student Data shall not extend to data that has been De-Identified. The LEA may employ a "Request for Return or Deletion of Student Data" substantially in the form attached hereto as Exhibit <u>"D".</u>
- 47. Transfer of Student Data to LEA. If a written request is received from LEA to transfer Personally Identifiable Information contained in Student Data to LEA, Provider shall transfer said Personally Identifiable Information contained in Student Data to LEA or LEA's designee within sixty (60) days of the date of such written request by LEA, or as required by law, and according to a schedule and procedure as the Parties may reasonably agree.
- 48. Advertising Prohibition. Provider is prohibited from using Personally Identifiable Information contained in Student Data to (a) serve Targeted Advertising to students or families/guardians unless

with the consent of parent/guardian or LEA; (b) develop a profile of a student for any commercial purpose other than providing the Service or as authorized by the parent/guardian or LEA; or (c) develop commercial products or services, other than as necessary to provide the Service to LEA, as authorized by the parent or legal guardian, or as permitted by applicable law. This section shall not be construed to (i) limit the ability of Provider to use Student Data for adaptive learning or customized student learning purposes (including generating personalized learning recommendations for account holders or sending Program Communications to account holders); (ii) prohibit Provider from using aggregate or De-Identified Data to inform, influence or enable marketing, advertising or other commercial efforts by Provider, (iii) prohibit Provider from marketing or advertising directly to parents or other users so long as the marketing or advertising did not result from the use of Personally Identifiable Information contained in Student Data obtained by Provider from providing the Services; (iv) prohibit Provider from using Student Data to recommend educational products or services to parents/guardians, students or LEA's so long as the recommendations are not based in whole or part by payment or other consideration from a third party; (v) apply to the marketing of school memorabilia such as photographs, yearbooks, or class rings or (vi) prohibit Provider from using Student Data with parent/guardian consent to direct advertising to students to identify higher education or scholarship providers that are seeking students who meet specific criteria.

#### 5. DATA SECURITY AND DATA BREACH

- 51. Data Security. The Provider agrees to employ administrative, physical, and technical safeguards consistent with industry standards designed to protect Student Data from unauthorized access, disclosure, use or acquisition by an unauthorized person, including when transmitting and storing such information. The general security duties of Provider are set forth below. Provider may further detail its security programs and measures in <a href="Exhibit">Exhibit "E"</a> hereto. These measures shall include, but are not limited to:
  - a. Passwords and Employee Access. Provider shall secure usernames, passwords, and any other means of gaining access to the Services or to Student Data, at a level consistent with Article 4.3 of NIST 800-63-3. Provider shall only provide access to Student Data to employees, contractors or Service Providers that are performing the Services.
  - b. Security Protocols. Both parties agree to maintain security protocols that meet industry best practices in the transfer or transmission of any Student Data, including ensuring that Student Data may only be viewed or accessed by parties legally allowed to do so. Provider shall maintain all Student Data obtained or generated pursuant to the Agreement in a secure computer environment and not copy, reproduce, or transmit Student Data obtained pursuant to the Agreement except as necessary to provide the Service, to fulfill data requests by LEA or as otherwise set forth in the Agreement. The foregoing does not limit the ability of the Provider to disclose information as permitted under Section 2.5 or to allow any necessary Service Providers to view or access data as set forth in Section 4.4.
  - c. Employee Training. The Provider shall provide periodic security training to those of its employees who operate or have access to the Services.
  - d. Security Technology. When the Service is accessed using a supported web browser, Secure Socket Layer ("SSL"), or equivalent technology shall be employed to protect Student Data from unauthorized access. The security measures employed shall include server authentication and data encryption at rest and in transit. Provider shall host Student Data pursuant to the Agreement in an environment using a firewall that is maintained according to industry standards.
  - e. Security Coordinator. The name and contact information of each Party's designated representative for the purposes of matters relating to security of Student Data received pursuant to the Agreement is set forth below:

- i. Provider's security coordinator ("Security Coordinator") is: Nick Blow, Head of Engineering, nick@wakelet.com.
- ii. LEA's designated representative of matters relating to security of Student Data is set forth on the signature page of this DPA.
- f. Service Provider Bound. Provider shall enter into written agreements whereby Service Providers agree to secure and protect Student Data in a manner no less stringent than the terms of this Section 5. Provider shall periodically conduct or review compliance monitoring and assessments of Service Providers to determine their compliance with this Section 5.
- g. Periodic Risk Assessment. Provider further acknowledges and agrees to conduct periodic risk assessments and remediate any identified security and privacy vulnerabilities in a timely manner.
- of security resulting in an unauthorized release or disclosure of or access to Student Data by Provider or its assignees in violation of applicable state of federal law, the Parents Bill of Rights, or the data privacy and security policies of the LEA which have been previously provided to Provider (a "Security Incident"), Provider shall provide notification to LEA as required by the applicable state law, and in the most expedient way possible and without unreasonable delay, but in no event later than seven (7) calendar days of the incident (each a "Security Incident Notification"). The LEA shall, upon notification by the Provider, be required to report to the Chief Privacy Officer, who is appointed by the State Education Department, any such breach of security and unauthorized release of such data. Provider shall follow the following process:
  - a. Unless otherwise required by the applicable law, the Security Incident Notification shall be written in plain language, shall be titled "Notice of Data Breach," and shall present the information described herein under the following headings: "What Happened," "What Information Was Involved," "What We Are Doing," "What You Can Do," and "For More Information." Additional information may be provided as a supplement to the notice.
  - **b.** The Security Incident Notification described above in section 5.2(a) shall include such information required by the applicable state law, and at a minimum, the following information, to the extent available:
    - i. The name and contact information of the reporting Provider subject to this section.
    - ii. A list of the types of Personal Identifiable Information that were or are reasonably believed to have been the subject of the Security Incident.
    - iii. If the information is possible to determine at the time the notice is provided, then either (1) the date of the Security Incident, (2) the estimated date of the Security Incident, or (3) the date range within which the Security Incident occurred. The Security Incident Notification shall also include the date of the notice.
    - iv. Whether, to the knowledge of Provider at the time the Security Incident Notice was provided the notification was delayed as a result of a law enforcement investigation
    - v. A general description of the Security Incident, if that information is possible to determine at the time the notice is provided.
  - c. At Provider's discretion, the Security Incident Notification may also include any of the following:
    - i. Information about what the Provider has done to protect individuals whose Personally Identifiable Information has been breached by the Security Incident.
    - ii. Advice on steps that the person whose Personally Identifiable Information has been

breached may take to protect himself or herself.

- d. Provider agrees to adhere to all requirements applicable to Provider providing the Service in applicable State and federal law with respect to a Security Incident related to the Student Data, including, when appropriate or required, the required responsibilities and procedures for notification and mitigation of any such Security Incident.
- e. Provider further acknowledges and agrees to have a written incident response plan that reflects best practices and is consistent with industry standards and federal and state law for responding to a Security Incident involving Student Data or any portion thereof, including Personally Identifiable Information ("Incident Response Plan") and agrees to provide LEA, upon request, with a copy of the Incident Response Plan or a summary of such Incident Response Plan to the extent such plan includes sensitive or confidential information of Provider.
- f. To the extent LEA determines that the Security Incident triggers third party notice requirements under applicable laws, Provider will cooperate with LEA as to the timing and content of the notices to be sent. Except as otherwise required by law, Provider will not provide notice of the Security Incident directly to individuals whose Personally Identifiable Information was affected, to regulatory agencies, or to other entities, without first providing written notice to LEA. This provision shall not restrict Provider's ability to provide separate security breach notification to customers, including parents and other individuals with Outside School Accounts.

#### g. Education Law 2-d additional requirements regarding Security Incident Notifications:

- i In the case of a Security Incident involving Student Data, the LEA shall notify the parent or eligible student of the unauthorized release of Student Data that includes Personally Identifiable Information from the student records of such student in the most expedient way possible and without unreasonable delay.
- ii In the case of notification to a parent or eligible student, due to a Security Incident involving Student Data by the Provider, or its Service Providers or assignees, and such Security Incident is not originating from LEA's use of the Service or otherwise a result of the LEA's actions or inactions, the Provider, if requested by the LEA and provided that Provider has not previously notified the affected parties, shall promptly reimburse LEA for the full cost of such notification, as required by Education Law §2-d(6)(c).

#### 6. MISCELLANEOUS

**61.** Term. The Provider shall be bound by this DPA for the duration of the Service Agreement or as required by law.



- **62** <u>Termination</u> In the event that either party seeks to terminate this DPA, they may do so by terminating the Service Agreement as set forth therein. The LEA or Provider may terminate this DPA and the Service Agreement in the event of a material breach of the terms of this DPA.
- 63. Effect of Termination Survival If the Service Agreement is terminated (thereby terminating this DPA), the Provider shall dispose of all of LEA's Personally Identifiable Information contained in Student Data following the procedures set forth in Section 4.6, which includes De-Identification.
- 64. Priority of Agreements This DPA shall govern the treatment of Student Data. With respect to the treatment of Student Data, in the event there is conflict between the terms of the DPA, the Service Agreement, or any other agreement between Provider and LEA, the terms of this DPA shall apply and take precedence. Except as described in this paragraph herein, all other provisions of the Service Agreement, or any other agreement shall remain in effect, including, without limitation, any license

- rights, limitation of liability or indemnification provisions.
- 65. Notice. All notices or other communication required or permitted to be given hereunder must be in writing and given by personal delivery, facsimile or e-mail transmission (if contact information is provided for the specific mode of delivery), or first-class mail, postage prepaid, sent to the designated representatives before:
  - a. The designated representative for the Provider for this DPA is: <u>Jamil Khalil, CEO and Founder, at Wakelet Limited, jamil@wakelet.com</u>
  - **b.** The designated representative for the LEA for this DPA is the individual who enters into the DPA and provides his or her relevant email address (online) during the acceptance process.
- 66. Entire Agreement. This DPA constitutes the entire agreement of the parties relating to the subject matter hereof and supersedes all prior communications, representations, or agreements, oral or written, by the parties relating thereto. This DPA may be amended and the observance of any provision of this DPA may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both parties. Neither failure nor delay on the part of any party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege. For clarity, nothing in this Section prohibits Provider from amending the Service Agreement pursuant to the amendment provisions set forth therein.
- 6.7. Severability. Any provision of this DPA that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this DPA, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this DPA or affecting the validity or enforceability of such provision in any other jurisdiction.
- 6.8. Governing Law; Venue and Jurisdiction. THIS DPA WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF THE LEA SIGNING THE DPA, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS FOR THE COUNTY THE LEA RESIDES IN, OF THE STATE OF THE LEA SIGNING THE DPA FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THIS DPA OR THE TRANSACTIONS CONTEMPLATED HEREBY.
  - Waiver. No delay or omission of the LEA or Provider to exercise any right hereunder shall be construed as a waiver of any such right and the LEA or Provider (as applicable) reserves the right to exercise any such right from time to time, as often as may be deemed expedient.
  - **6.10.Successors Bound.** This DPA is and shall be binding upon the respective successors in interest to Provider in the event of a merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of such business.
  - 6.11. Electronic Signature: The Parties understand and agree that they have the right to execute this Agreement through paper or through electronic signature technology, which is in compliance with applicable state and Federal law governing electronic signatures. The parties agree that to the extent they sign electronically, their electronic signature is the legally binding equivalent to their handwritten signature. Whenever they execute an electronic signature, it has the same validity and meaning as their handwritten signature. They will not, at any time in the future, repudiate the meaning of their electronic signature or claim that their electronic signature is not legally binding. They agree

not to object to the admissibility of this Agreement as an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

#### **Signatory Information**

By signing below, I accept this DPA on behalf of the LEA. I represent and warrant that (a) I have full legal authority to bind the LEA to this DPA, (b) I have read and understand this DPA, and (c) I agree to all terms and conditions of this DPA on behalf of the LEA that I represent.

Name of LEA:	Watervliet City School District
Address:	1245 Hillside Drive, Watervliet NY 12189
Country:	USA
LEA Authorized Representative full name:	
Title:	Dr. Lori Caplan
Email:	lcaplan@vlietschools.org
LEA Authorized Representative signature:	
Per section 2.3, LEA's contact for parent inquiries: Name & Email: Kirsten DeMento kdemento@vlietschools.org Title: Director of Educational Programs, Accountability & UPK	Per section 5.1(e) LEA's designated representative of matters relating to security of Student Data:  Name & Email: Kirsten DeMento kdemento@vlietschools.org  Title: Director of Educational Programs, Accountability & UPK
Wakelet Limited Representative Signature:  Authorized Representative full name:  Title: Founder & CEO	Jamil Khalil
Email: jamil@wakelet.com	y, Manchester Science Park, Manchester
Date: 11th December 2020	

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#### **EXHIBIT "A"**

#### **DESCRIPTION OF SERVICES**

Wakelet Limited is a Wakelet is a free content curation platform that allows users to save, organize and share Content from across the web.

Wakelet Limited provides the following through its platform:

Wakelet is the easiest way to capture, organize, collaborate on and share multimedia resources with Students, Teacher and the wider learning community.

Wakelet can also be used for creating newsletters and digital portfolios.

Private, secure 'spaces' can also be created on Wakelet to create virtual classroom environments in which to set lesson materials, collaborate on projects and submit assignments.

More information on how the Service operates is located at <a href="https://wakelet.com/">https://wakelet.com/</a>

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#### EXHIBIT "B" All yellow items and check if used need to be filled out! SCHEDULE OF DATA\*\*

Category of Data	Elements	Check if used by your system
Application	IP Addresses of users, Use of cookies etc.	Y
Technology Metadata	Other metadata; see here: https://wakelet.com/privacy.html	Y
Application Use Statistics	Metadata on user interaction with application	N
	Standardized test scores	N/A
Assessment	Observation data	N/A
	Other assessment data-Please specify:	N/A
Attendance	Student school (daily) attendance data	N/A
Attendance	Student class attendance data	N
Communications	Online communications that are captured (emails, blog entries)	N
Biometric Data	Physical or behavioral human characteristics to can be used to identity a person (e.g. fingerprint scan, facial recognition)	N/A
Conduct	Conduct or behavioral data	N
	Date of Birth	Y
	Place of Birth	N/A
Demographics	Gender	N
	Ethnicity or race	N/A
	Language information (native, preferred or primary language spoken by student)	N
	Other demographic information	N/A
	Student school enrollment	N
	Student grade level	·
	Homeroom Guidance counselor	N/A N/A
Enrollment	Specific curriculum programs	N/A N/A
	Year of graduation	N/A
	Other enrollment information-Please	N/A
	specify:	
Parent/Guardian	Address	N/A
Parent/Guardian Contact	Address Email	N/A N
Contact Information	Address Email Phone	N N
Contact Information Parent/Guardian ID	Address Email	N N N
Contact Information Parent/Guardian	Address Email Phone Parent ID number (created to link parents to students) First and/or Last	N N N
Contact Information Parent/Guardian ID Parent/Guardian	Address Email Phone Parent ID number (created to link parents to students) First and/or Last Student course grades	N N N N
Contact Information Parent/Guardian ID Parent/Guardian	Address Email Phone Parent ID number (created to link parents to students) First and/or Last	N N N

Category of Data	Elements	Check if used by your system
Schedule	Student scheduled courses	N/A
Saladate	Teacher names	N
	English language learner information	N/A
	Low income status	N/A
	Medical alerts	N/A
July 165	Student disability information	N/A
Special Indicator	Specialized education services (IEP or 504)	N/A
!	Living situations (homeless/foster care)	N/A
!	Other indicator information- Please specify:	N/A
	Address	N/A
Student Contact Information	Email	Y
	Phone	N/A
	Local (School district) ID number	N
	State ID number	N/A
Student Identifiers	Vendor/App assigned student ID number	N
	Student app username	Y
	Student app passwords	Y (unless SSO used)
Student Name	First and/or Last For business name: option to only share last initial	Y (if student account created – over 13s)
Student In App Performance Program/application performance (e.g., typing/reading program performance)		Ň
Student Program Membership	Academic or extracurricular activities a student may belong to	N/A
Student Survey Responses	or participate in Student responses to surveys or questionnaires	N/A
Student work	Student generated content; writing, pictures etc.	Y, if added to student collections
Transportation	Student bus assignment	N/A
	Student pick up and/or drop off location	N/A
Transportation	Student bus card ID number	N/A
	Other transportation data - Please specify:	N/A
Other	Please list each additional data element used, stored or collected by your application	Profile image, bio and description if added by the user

# \*\* Please see the Information Transparency Chart located at: https://wakelet.com/privacy.html for additional details: 1) Categories of Student Data

- 2) Categories of Data Subjects the Student Data is collected from and the source of the Student Data
  3) Nature and purpose of the Processing activities of the Student Data
- Country in which the Student Data is stored
- 5) List of any Special Categories of Student Data collected (currently none)

The current list of Service Providers is located at: https://wakelet.com/privacy.html

#### **EXHIBIT "C"**

#### **DEFINITIONS**

"De-Identified Data" means information that has all Personally Identifiable Information, including direct and indirect identifiers removed or obscured, such that the remaining information does not reasonably identify an individual. This includes, but is not limited to, name, date of birth, demographic information, location information and school identity.

"Directory Information" shall have the meaning set forth under FERPA cited as 20 U.S.C. 1232 g(a)(5)(A).

"Education Record" shall have the meaning set forth under FERPA cited as 20 U.S.C. 1232 g(a)(4).

"Indirect Identifiers" means any information that, either alone or in aggregate, would allow a reasonable person to be able to identify a student to a reasonable certainty.

"NIST 800-63-3" shall mean the National Institute of Standards and Technology ("NIST") Special Publication 800-63-3 Digital Authentication Guideline.

"Personally Identifiable Information" or "PII" means data, including Indirect Identifiers, that can be used to identify or contact a particular individual, or other data which can be reasonably linked to that data or to that individual's specific computer or device. Student PII includes, without limitation, those items set forth in the definition of PII under FERPA. When anonymous or non-personal information is directly or indirectly linked with Personally Identifiable Information, the linked non-personal information is also treated as personal information. Persistent identifiers that are not anonymized, De-Identified or aggregated are personal information.

"Program Communications" shall mean in-app or emailed communications relating to Provider's educational services, including prompts, messages and content relating to the use of the Service, for example; onboarding and orientation communications, prompts for students to complete, or teachers to assign exercises or provide feedback as part of the learning exercise, periodic activity reports, suggestions for additional learning activities in the Service, service updates (for example new features or content, including using for at home learning opportunities), and information about special or additional programs (e.g. Beyond School) offered through the Services or Wakelet Limited website or application.

"Sell" consistent with the Student Privacy Pledge, does not include or apply to a purchase, merger or other type of acquisition of a company by another entity, provided that the company or successor entity continues to treat the Personally Identifiable Information contained in Student Data in a manner consistent with this DPA with respect to the previously acquired Personally Identifiable Information contained in Student Data. Sell also does not include sharing, transferring or disclosing Student Data with a Service Provider that is necessary to perform a business purpose (such as detecting security incidents, debugging and repairing, analytics, storage or other processing activities) provided that the Service Provider does not Sell the Student Data except as necessary to perform the business purpose. Provider is also not "selling" personal information (i) if a user directs Provider to intentionally disclose Student Data or uses Wakelet Limited to intentionally interact with a third party, provided that such third party also does not Sell the Student Data; or (ii) if a parent or other user (with parent consent) purchases Student Data (e.g. enhanced classroom reports or photos).

"Service Provider" means a party other than LEA or Provider, who Provider uses for data collection, analytics, storage, or other service to operate and/or improve its Services, and who has access to PII.

"School Official" means for the purposes of this DPA and pursuant to FERPA (34 CFR 99.31 (B)), a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of Education records; and (3) Is subject to FERPA (34 CFR 99.33(a)) governing the use and re-disclosure of personally identifiable information from Education Records.

"Student Data" means any Personally Identifiable Information, whether gathered by Provider or provided by LEA or its users, students, or students' parents/guardians, for a school purpose, that is descriptive of the student including, but not limited to, information in the student's Educational Record or email, first and last name, home address, telephone number, email address, or other information allowing online contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, food purchases, political affiliations, religious information text messages, documents, student identifies, search activity, photos, voice recordings or geolocation information. To the extent U.S. law applies, Student Data may include Education Records. Student Data as specified in <a href="Exhibit">Exhibit "B"</a> is confirmed to be collected or processed by the Provider pursuant to the Services. Student Data shall not include De-Identified Data or information that has been anonymized, or anonymous usage data regarding a student's use of Provider's Services.

"Student Generated Content" means materials or content created by a student including content created at the direction of the LEA personnel or during classroom use of the Services, such as, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of student content. "Student Generated Content" does not include student responses to a standardized assessment where student possession and control would jeopardize the validity and reliability of that assessment.

"Targeted Advertising" means presenting an advertisement to a student where the selection of the advertisement is based on Student Data or inferred over time from the usage of the Provider's website, online service or mobile application by such student or the retention of such student's online activities or requests over time and across non-affiliate websites for the purpose of targeting subsequent advertising. This does not include advertising to a student based on the content of a web page, search query or a user's contemporaneous behavior on the website or a response to a student's response or request for information or feedback, both of which are permitted.

#### EXHIBIT "D"

#### DIRECTIVE FOR DISPOSITION OF STUDENT DATA

LEA directs Wakelet Limited to dispose of Student Data obtained by Provider pursuant to the terms of the DPA between LEA and Provider. The terms of the Disposition are set forth below:

1.	Extent of Disposition
	Disposition is partial. The categories of Student Data to be disposed of are set forth below or are found in an attachment to this Directive:
	[Insert categories of data here]
	Disposition is Complete. Disposition extends to all categories of Student Data.
<u>2.</u>	Nature of Disposition
	Disposition shall be by destruction or deletion of Student Data, including De-Identification of Student Data as set forth in Section 4.6 ("Disposition of Data").
	Disposition shall be by a transfer of Student Data. The Student Data shall be transferred to the following site as follows:
	[Insert or attach special instructions]
<u>3.</u>	Timing of Disposition
	Student Data shall be disposed of by the following date:
	As soon as commercially practicable
	By [Insert Date]
<u>4.</u>	Signature
	Authorized Representative of LEA
	Date
<u>5.</u>	Verification of Disposition of Data
	Authorized Representative of Company
	Date

NY DPA August 2020

#### **EXHIBIT "E"**

#### DATA SECURITY REQUIREMENTS

Please see our Security Whitepaper for details:

#### Please see attached 'Product Profile' document

Our web infrastructure provider AWS is compliant with NIST 800-53.

This covers physical infrastructure, data centers and much of the networking and data infrastructure.

https://aws.amazon.com/compliance/nist/

We have been through a security audit by a third party and have an active bug bounty program.

We have strict access controls and internal policies on access to data, and all data is encrypted at rest and over public networks.

We have active logging and monitoring on our infrastructure.

We have tested internal response and data recovery policies and procedures including but not limited to off-site backups and multi datacenter storage.

Wakelet conducts privacy and security training for all employees.

Access to student data is limited to those employees who need access to perform job responsibilities. All employees with access to PII/PHI have undergone background checks.

Data in Transit: All data is transmitted over HTTPS.

Data at Rest:

Data at rest is encrypted using AES 256-bit encryption

Wakelet has agreements in place with all third parties with access to student personal information to ensure they only use the information for purposes necessary to deliver the authorized service and to ensure they maintain confidentiality and security of the information. These agreements align with Wakelet's data privacy and security policies and expectations.

Details of third party service providers can be found in the privacy policy, clause 3.3 at https://wakelet.com/privacy. Additionally, Wakelet's policy is that all Data in its possession and in the possession of any subcontractors, or agents to which Wakelet may have transferred Data, are destroyed or transferred to the School/District under the direction of the School/District when the Data are no longer needed for their specified purpose, at the request of the School/District.

NY DPA August 2020 16

# <u>EXHIBIT "F"</u> PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY (2020)

The Watervliet City School District is committed to protecting the privacy and security of student data and teacher and principal data. In accordance with New York Education Law Section 2-d and its implementing regulations, the District informs the school community of the following:

- 1) A student's personally identifiable information cannot be sold or released for any commercial purposes.
- 2) Parents have the right to inspect and review the complete contents of their child's education record.
- 3) State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred.
- 4) A complete list of all student data elements collected by New York State is available for public review at the following website <a href="http://www.nysed.gov/student-data-privacy/student-data-inventory">http://www.nysed.gov/student-data-privacy/student-data-inventory</a> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234.
- 5) Parents/guardians who believe there has been a possible breach of student data should direct their concerns/complaints to the District Data Protection Officer, Kirsten DeMento at 518-629-3231 or kdemento@vlietschools.org.
- 6) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <a href="http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure">http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure</a>.

NY DPA March 2020

#### **APPENDIX**

#### Supplemental Information Regarding Third-Party Contractors

In the course of complying with its obligations under the law and providing educational services to District residents, the Watervliet City School District has entered into agreements with certain third-party contractors. Pursuant to these agreements, third-party contractors may have access to "student data" and/or "teacher or principal data," as those terms are defined by law and regulation.

For each contract or other written agreement that the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District, the following supplemental information will be included with this Bill of Rights:

- 1) The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- 2) How the third-party contractor will ensure that the subcontractors, or other authorized persons or entities to whom the third-party contractor will disclose the student data or teacher or principal data, if any, will abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law Section 2-d);
- 3) The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other written agreement (e.g., whether, when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- 4) If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected:
- 5) Where the student data or teacher or principal data will be stored, described in a manner as to protect data security, and the security protections taken to ensure the data will be protected and data privacy and security risks mitigated; and
- 6) Address how the data will be protected using encryption while in motion and at rest.
- 7) Third-party contractors are also required to:
  - a. Provide training on federal and state law governing confidentiality to any officers, employees, or assignees who have access to student date or teacher or principal data;
  - b. Limit internal access to education records to those individuals who have a legitimate educational interest in such records.

- c. Not use educational records for any other purpose than those explicitly authorized in the contract;
- d. Not disclose personally identifiable information to any other party without the prior written consent of the parent or eligible student; or (ii) unless required by statute or court order and the third-party contractor provides a notice of the disclosure to the New York State Education Department, board of education, or institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by the statute or court order;
- e. Maintain reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of personally identifiable student information in its custody;
- f. Use encryption technology to protect data while in motion or in its custody from unauthorized disclosure as specified in Education Law 2-d;
- g. Notify Watervliet City School District of any breach of security resulting in an unauthorized release of student data, in the most expedient way possible and without unreasonable delay;
- h. Provide a data security and privacy plan outlining how all state, federal and local data security and privacy contract requirements will be implemented over the life of the contract;
- i. Provide a signed copy of this Bill of Rights to the Watervliet City School District thereby acknowledging that they aware of and agree to abide by this Bill of Rights.
- 8) This Bill of Rights is subject to change based on regulations of the Commissioner of Education and the New York State Education Department Chief Privacy Officer, as well as emerging guidance documents.

Name of District:	Watervliet City School District			
Address:	1245 Hillside Drive, Watervliet NY 12189			
District Authorized Representative full name & title: Dr. Lori Caplan, Superintendent				
District Authorized Representative signature:				
Date:	_			





#### Re: Need Data Privacy Agreement

1 message

Donald Stevens Jr. <dstevens@vlietschools.org>
To: Kirsten DeMento <kdemento@vlietschools.org>
Cc: Bernadette Boardman <bboardman@vlietschools.org>

Thu, Sep 16, 2021 at 9:06 AM

Hi-

I think this looks good. It can go on the next BOE agenda.

**Thanks** 

Don Stevens
Assistant Superintendent
Watervliet City School District
1245 Hillside Drive
Watervliet, NY 12189
518.629.3456
@Stevens\_vliet

"Every Student, Every Day!"

On Wed, Sep 15, 2021 at 1:40 PM Kirsten DeMento <kdemento@vlietschools.org> wrote:

Don- This is the DPA (Ed Law 2 D) from BOCES filled out for the new photo company. I think it looks fine. If you agree, please let me know so we can get it on the next BOE agenda as they are coming in September for the photos!

Thanks
Kirsten
Kirsten M. DeMento
Director of Educational Programs, Accountability & UPK
Watervliet City School District
2557 10th Ave. & 25th St.
Watervliet, NY 12189
(518) 629-3231
"Every Student...Every Day"

kdemento@vlietschools.org

----- Forwarded message ------

From: David Travis <a href="mailto:dtravis@upstate-images.com">dtravis@upstate-images.com</a>

Date: Wed, Sep 15, 2021 at 1:12 PM

Subject: Fwd: Need Data Privacy Agreement
To: Kirsten DeMento <kdemento@vlietschools.org>

Good afternoon,

Please see enclosed. Let me know if you need anything else!

David

#### **DATA PRIVACY AGREEMENT**

# INCLUDING PARENTS BILL OF RIGHTS FOR DATA SECURITY AND PRIVACY AND SUPPLEMENTAL INFORMATION ABOUT THE AGREEMENT

#### 1. Purpose

- (a) This Data Privacy Agreement (DPA) supplements the agreement between Watervliet City Schools (THE DISTRICT) and **Upstate Images** (Vendor), to ensure that the Vendor AGREEMENT conforms to the requirements of New York State Education Law Section 2-d and any implementing Regulations of the Commissioner of Education (collectively referred to as "Section 2-d"). This Agreement consists of the terms of this DPA Agreement, a copy of Watervliet City School District Parents Bill of Rights for Data Security and Privacy signed by Vendor and the Supplemental Information about the AGREEMENT that is required to be posted on district's website.
- (b) To the extent that any terms contained within the Vendor AGREEMENT, or any terms contained within any other Agreements attached to and made a part of the Vendor AGREEMENT, conflict with the terms of this DPA, the terms of this DPA will apply and be given effect. In the event that Vendor has online or written Terms of Service ("TOS") that would otherwise be applicable to its customers or users of its Product that is the subject of the Vendor AGREEMENT, to the extent that any term of the TOS conflicts with the terms of this DPA, the terms of this DPA will apply and be given effect.

#### 2. **Definitions**

Any capitalized term used within this DPA that is also found in the Vendor AGREEMENT will have the same definition as contained within this DPA.

In addition, as used in this Exhibit:

- (a) "Student Data" means personally identifiable information, as defined in Section 2-d, from student records that Vendor receives from the district pursuant to the DPA.
- (b) "Teacher or Principal Data" means personally identifiable information relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of New York Education Law Sections 3012-c or 3012-d, that Vendor receives from the district pursuant to the Vendor AGREEMENT.
  - (c) "Protected Data" means Student Data and/or Teacher or Principal Data to the extent applicable to Vendor's Product.

- (c) Vendor will comply with all obligations set forth in THE DISTRICT "Supplemental Information about the AGREEMENT" below.
- (d) For any of its officers or employees (or officers or employees of any of its subcontractors or assignees) who have access to Protected Data, Vendor has provided or will provide training on the federal and state laws governing confidentiality of such data prior to their receiving access, as follows:

# We train employees when hired, and annually on the importance and process of protecting student data in compliance with state and federal laws.

- (e) Vendor will not utilize sub-contractors for the purpose of fulfilling one or more of its obligations under the Vendor AGREEMENT. In the event that Vendor engages any subcontractors, assignees, or other authorized agents to perform its obligations under the Vendor AGREEMENT, it will require such subcontractors, assignees, or other authorized agents to execute written agreements as more fully described in THE DISTRICT "Supplemental Information about the Vendor AGREEMENT," below.
- (f) Vendor will manage data security and privacy incidents that implicate Protected Data, including identify breaches and unauthorized disclosures, and Vendor will provide prompt notification of any breaches or unauthorized disclosures of Protected Data in accordance with Section 6 of this Data Sharing and Confidentiality Agreement.
- (g) Vendor will implement procedures for the return, transition, deletion and/or destruction of Protected Data at such time that the AGREEMENT is terminated or expires, as more fully described in THE DISTRICT "Supplemental Information about the AGREEMENT," below.

## 5. Additional Statutory and Regulatory Obligations

Vendor acknowledges that it has the following additional obligations with respect to any Protected Data received from the district, and that any failure to fulfill one or more of these statutory or regulatory obligations shall be a breach of the Vendor AGREEMENT and the terms of this Data Privacy Agreement:

- (a) Limit internal access to education records to those individuals that are determined to have legitimate educational interests within the meaning of Section 2-d and the Family Educational Rights and Privacy Act (FERPA).
- (b) Limit internal access to Protected Data to only those employees or subcontractors that need access in order to assist Vendor in fulfilling one or more of its obligations under the Vendor AGREEMENT.
- (c) Not use education records for any purposes other than those explicitly authorized in this Data Sharing and Confidentiality Agreement.

- (d) Not disclose any personally identifiable information to any other party, except for authorized representatives of Vendor using the information to carry out Vendor's obligations under the Vendor AGREEMENT, unless:
  - (i) the parent or eligible student has provided prior written consent; or
  - (ii) the disclosure is required by statute or court order and notice of the disclosure is provided to the district no later than the time of disclosure, unless such notice is expressly prohibited by the statute or court order.
- (e) Maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of personally identifiable student information in its custody;
- (f) Use encryption technology that complies with Section 2-d, as more fully set forth in THE DISTRICT "Supplemental Information about the Vendor AGREEMENT," below.
- (g) Provide notification to THE DISTRICT (to the extent required by, and in accordance with, Section 6 of this Data Privacy Agreement) of any breach of security resulting in an unauthorized release of Protected Data by Vendor or its assignees or subcontractors in violation of state or federal law or other obligations relating to data privacy and security contained herein.
- (h) Promptly reimburse THE DISTRICT, for the full cost of notification, in the event they are required under Section 2-d to notify affected parents, students, teachers or principals of a breach or unauthorized release of Protected Data attributed to Vendor or its subcontractors or assignees.

#### 6. Notification of Breach and Unauthorized Release

- (a) Vendor shall promptly notify THE DISTRICT of any breach or unauthorized release of Protected Data in the most expedient way possible and without unreasonable delay, but no more than seven (7) calendar days after Vendor has discovered or been informed of the breach or unauthorized release.
- (b) Yendor will provide such notification to THE DISTRICT by contacting THE DISTRICT: 4500 THE DISTRICT by contacting THE
- (c) Vendor will cooperate with THE DISTRICT and provide as much information as possible directly to the Data Protection Officer (DPO) or designee about the incident, including but not limited to: a description of the incident, the date of the incident, the date Vendor discovered or was informed of the incident, a description of the types of personally identifiable information involved, an estimate of the number of records affected, the district affected, what the Vendor has done or plans to do to investigate the incident, stop the breach and mitigate any further unauthorized access or release of Protected Data, and contact information for Vendor representatives who can assist affected individuals that may have additional questions.

- (d) Vendor acknowledges that upon initial notification from Vendor, THE DISTRICT, as the educational agency with which Vendor contracts, has an obligation under Section 2-d to in turn notify the Chief Privacy Officer in the New York State Education Department ("CPO"). Vendor shall not provide this notification to the CPO directly. In the event the CPO contacts Vendor directly or requests more information from Vendor regarding the incident after having been initially informed of the incident by THE DISTRICT, Vendor will promptly inform the Data Protection Officer or designees.
- (e) Vendor will consult directly with the Data Protection Officer or designees prior to providing any further notice of the incident (written or otherwise) directly to the DISTRICT or Regional Information Center.

BY Vendor:

Signature

Ross Locke

Title

Date

#### PARENTS' BILL OF RIGHTS FOR DATA SECURITY AND PRIVACY

The Watervliet City School District is committed to protecting the privacy and security of student data and teacher and principal data. In accordance with <a href="New York Education Law Section 2-d">New York Education Law Section 2-d</a> and its implementing regulations, the District informs the school community of the following:

- 1) A student's personally identifiable information cannot be sold or released for any commercial purposes.
- 2) Parents have the right to inspect and review the complete contents of their child's education record.
- 3) State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred.
- 4) A complete list of all student data elements collected by New York State is available for public review at the following website <a href="http://www.nysed.gov/student-data-privacy/student-data-inventory">http://www.nysed.gov/student-data-privacy/student-data-inventory</a> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234.
- 5) Parents/guardians who believe there has been a possible breach of student data should direct their concerns/complaints to the District Data Protection Officer, Kirsten DeMento at 518-629-3231 or kdemento@vlietschools.org.
- 6) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <a href="http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure">http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure</a>.

#### **APPENDIX**

#### Supplemental Information Regarding Third-Party Contractors

In the course of complying with its obligations under the law and providing educational services to District residents, the Watervliet City School District has entered into agreements with certain third-party contractors. Pursuant to these agreements, third-party contractors may have access to "student data" and/or "teacher or principal data," as those terms are defined by law and regulation.

For each contract or other written agreement that the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District, the following supplemental information will be included with this Bill of Rights:

- 1. The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- How the third-party contractor will ensure that the subcontractors, or other authorized persons
  or entities to whom the third-party contractor will disclose the student data or teacher or principal
  data, if any, will abide by all applicable data protection and security requirements, including but
  not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law
  Section 2-d);
- 3. The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other

- written agreement (e.g., whether, when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- 4. If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected;
- Where the student data or teacher or principal data will be stored, described in a manner as to
  protect data security, and the security protections taken to ensure the data will be protected and
  data privacy and security risks mitigated; and
- 6. Address how the data will be protected using encryption while in motion and at rest.
- 7. Third-party contractors are also required to:
  - a. Provide training on federal and state law governing confidentiality to any officers, employees, or assignees who have access to student date or teacher or principal data;
  - b. Limit internal access to education records to those individuals who have a legitimate educational interest in such records.
  - c. Not use educational records for any other purpose than those explicitly authorized in the contract;
  - d. Not disclose personally identifiable information to any other party without the prior written consent of the parent or eligible student; or (ii) unless required by statute or court order and the third-party contractor provides a notice of the disclosure to the New York State Education Department, board of education, or institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by the statute or court order;
  - Maintain reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of personally identifiable student information in its custody;
  - f. Use encryption technology to protect data while in motion or in its custody from unauthorized disclosure as specified in Education Law 2-d:
  - g. Notify Watervliet City School District of any breach of security resulting in an unauthorized release of student data, in the most expedient way possible and without unreasonable delay;
  - Provide a data security and privacy plan outlining how all state, federal and local data security and privacy contract requirements will be implemented over the life of the contract;
  - i. Provide a signed copy of this Bill of Rights to the Watervliet City School District thereby acknowledging that they aware of and agree to abide by this Bill of Rights.

8) This Bill of Rights is subject to change based on regulations of the Commissioner of Education and the New York State Education Department Chief Privacy Officer, as well as emerging guidance documents.

Por Locke

BY Vendor:

Signature

President

Title

9-15-21

Date

#### SUPPLEMENTAL INFORMATION

# ABOUT THE AGREEMENT BETWEEN WATERVLIET CITY SCHOOLS AND Vendor

Watervliet City Schools has entered into An Agreement ("AGREEMENT") with Vendor ("Vendor"), which governs the availability to the district of the following Product(s):

Pursuant to the AGREEMENT, the district may provide to Vendor, and Vendor will receive, personally identifiable information about students, or teachers and principals, that is protected by Section 2-d of the New York State Education Law ("Protected Data").

Exclusive Purpose for which Protected Data will be Used: School photography and yearbooks

Vendor agrees that it will not use the Protected Data for any other purposes not explicitly authorized in the AGREEMENT. Protected Data received by Vendor, or any of Vendor's subcontractors, assignees, or other authorized agents, will not be sold, or released or used for any commercial or marketing purposes.

Oversight of Subcontractors: In the event that Vendor engages subcontractors, assignees, or other authorized agents to perform one or more of its obligations under the AGREEMENT (including any hosting service provider), it will require those to whom it discloses Protected Data to execute legally binding agreements acknowledging the obligation under Section 2-d of the New York State Education Law to comply with the same data security and privacy standards required of Vendor under the AGREEMENT and applicable state and federal law. Vendor will ensure that such subcontractors, assignees, or other authorized agents abide by the provisions of these agreements by: [Describe steps the Vendor will take]

### **Duration of AGREEMENT and Protected Data Upon Expiration:**

- The AGREEMENT commences on [the date the district's BOE accepts the agreement) and expires on [a date that is mutually agreed on in the future]. Upon expiration of the AGREEMENT without renewal, or upon termination of the AGREEMENT prior to expiration, Vendor will securely delete or otherwise destroy any and all Protected Data remaining in the possession of Vendor or its assignees or subcontractors. If requested by the district, the Vendor will assist that entity in exporting all Protected Data previously received for its own use, prior to deletion.
- At THE DISTRICT request, Vendor will cooperate with THE DISTRICT as necessary in order to transition

Protected Data to any successor Vendor prior to deletion.

Vendor agrees that neither it nor its subcontractors, assignees, or other authorized agents will
retain any copy, summary or extract of the Protected Data, or any de-identified Protected Data, on
any storage medium whatsoever. Upon request, Vendor and/or its subcontractors, assignees, or
other authorized agents will provide a certification from an appropriate officer that these
requirements have been satisfied in full.

Challenging Accuracy of Protected Data: Parents or eligible students can challenge the accuracy of any Protected Data provided by the district to Vendor, by contacting the student's district of residence regarding procedures for requesting amendment of education records under the Family Educational Rights and Privacy Act (FERPA). Teachers or principals may be able to challenge the accuracy of APPR data provided to Vendor by following the appeal process in their employing school district's applicable APPR

Plan.

Data Storage and Security Protections: Any Protected Data Vendor receives will be stored on systems maintained by Vendor, or by a subcontractor under the direct control of Vendor, in a secure data center facility located within the United States. The measures that Vendor will take to protect Protected Data include adoption of technologies, safeguards and practices that align with the NIST Cybersecurity Framework and industry best practices including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection.

**Encryption of Protected Data**: Vendor (or, if applicable, its subcontractors) will protect Protected Data in its custody from unauthorized disclosure while in motion or at rest, using a technology or methodology specified by the secretary of the U.S. Department of HHS in guidance issued under Section 13402(H)(2) of P.L. 111-5.

BY Vendor:

Signature

Title

9-15-21

**Date** 



Attention: New York State Superintendents, Principals, and Administrators

From: Upstate Images (A New York State Company)

Re: Addendum for Individual Student Data Privacy

Attention School Leadership,

This letter is written to acknowledge the requirements governing disclosure and usage of student identification information as well as school contracts. Upstate Images is dedicated to providing the highest level of data security regarding every aspect of student data and privacy.

As a trusted provider of yearbooks and photography service we are required to collect and utilize basic directory information in order to efficiently and effectively deliver necessary products and services to schools. Upstate Images manages student data in accordance with the highest possible standards as outlined in the Family Educational Rights in Privacy Act (FERPA). We have written this letter to reassure you of our commitment to full transparency and compliance with any current and future New York Law.

Please use this letter and our attached letter about Data Privacy Information for Schools in New York State as a resource to confirm that Upstate Images is fully committed towards meeting all requirements of federal law, New York laws, as well as any regulations and NYSED policies, including the Parents Bill of Rights for Data Privacy and Security.

Furthermore we want to emphasize that we have developed a secure link for schools and districts to receive direct access to student data and images, without the need to utilize discs. If you have any questions please feel free to contact me at <a href="receive-questions-receive

Sincerely,

Rob Locke President

Kope A. The



#### **Data Privacy Information for Schools in New York State**

#### What Data Do We Collect?

We request only specific data based on the products and services required by each school. The data that we collect is basic directory information utilized exclusively for the direct purpose of accurately identifying each student and providing schools with image related products and services. When authorized we collect the parent's email address and/or phone number so we can deliver picture day communication.

#### Why is School Data Needed?

Student data is needed to produce individually identified products such as ID cards, which display student information alongside student images. Upstate Images will not sell, share, or license student data to anyone for any reason.

#### **How Long is School Data Retained?**

School data is kept only as long as needed to communicate with students, schools and parents as appropriate to facilitate normal pre-picture and post-picture date service. Once data is no longer needed it is safely and securely destroyed.

#### Are Schools Allowed to Share Student Data?

In regards to the Family Educational Rights and Privacy Act (FERPA), Upstate Images will honor all obligations. Upstate Images has a necessary purpose for specific school data in order that we provide photography service and products for each school or district. Each school will retain the ability to direct our control, return, or destruction of their student data.

#### **How Do We Protect Data?**

Upstate Images employs the most modern multi-layered security systems and protocols in order to protect school data from unauthorized access. Student data information is only made available to authorized individuals who require access for the creation and production of purchased products or school directed services.

#### **Our Pledge**

On behalf of Upstate Images I pledge to always respect the privacy of each individual, school and district. We will now and forever make protecting your data a key part of our commitment to being a trusted photographic and yearbook partner. If you have any questions please contact me directly.



Attention: New York State Superintendents, Principals, and Administrators

From: Upstate Images (A New York State Company)

Re: Addendum for Individual Student Data Privacy

Attention School Leadership,

This letter is written to acknowledge the requirements governing disclosure and usage of student identification information as well as school contracts. Upstate Images is dedicated to providing the highest level of data security regarding every aspect of student data and privacy.

As a trusted provider of yearbooks and photography service we are required to collect and utilize basic directory information in order to efficiently and effectively deliver necessary products and services to schools. Upstate Images manages student data in accordance with the highest possible standards as outlined in the Family Educational Rights in Privacy Act (FERPA). We have written this letter to reassure you of our commitment to full transparency and compliance with any current and future New York Law.

Please use this letter and our attached letter about Data Privacy Information for Schools in New York State as a resource to confirm that Upstate Images is fully committed towards meeting all requirements of federal law, New York laws, as well as any regulations and NYSED policies, including the Parents Bill of Rights for Data Privacy and Security.

Furthermore we want to emphasize that we have developed a secure link for schools and districts to receive direct access to student data and images, without the need to utilize discs. If you have any questions please feel free to contact me at rlocke@upstate-images.com or 607-222-1932.

Sincerely,

Rob Locke President

Rose A. Tale



### **Data Privacy Information for Schools in New York State**

#### What Data Do We Collect?

We request only specific data based on the products and services required by each school. The data that we collect is basic directory information utilized exclusively for the direct purpose of accurately identifying each student and providing schools with image related products and services. When authorized we collect the parent's email address and/or phone number so we can deliver picture day communication.

### Why is School Data Needed?

Student data is needed to produce individually identified products such as ID cards, which display student information alongside student images. Upstate Images will not sell, share, or license student data to anyone for any reason.

### How Long is School Data Retained?

School data is kept only as long as needed to communicate with students, schools and parents as appropriate to facilitate normal pre-picture and post-picture date service. Once data is no longer needed it is safely and securely destroyed.

#### Are Schools Allowed to Share Student Data?

In regards to the Family Educational Rights and Privacy Act (FERPA), Upstate Images will honor all obligations. Upstate Images has a necessary purpose for specific school data in order that we provide photography service and products for each school or district. Each school will retain the ability to direct our control, return, or destruction of their student data.

#### **How Do We Protect Data?**

Upstate Images employs the most modern multi-layered security systems and protocols in order to protect school data from unauthorized access. Student data information is only made available to authorized individuals who require access for the creation and production of purchased products or school directed services.

#### **Our Pledge**

On behalf of Upstate Images I pledge to always respect the privacy of each individual, school and district. We will now and forever make protecting your data a key part of our commitment to being a trusted photographic and yearbook partner. If you have any questions please contact me directly.

## PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

To satisfy their responsibilities regarding the provision of education to students in pre-kindergarten through grade twelve, "educational agencies" (as defined below) in the State of New York collect and maintain certain personally identifiable information from the education records of their students. As part of the Common Core Implementation Reform Act, Education Law §2-d requires that each educational agency in the State of New York must develop a Parents' Bill of Rights for Data Privacy and Security (Parents' Bill of Rights). The Parents' Bill of Rights must be published on the website of each educational agency, and must be included with every contract the educational agency enters into with a "third party contractor" (as defined below) where the third party contractor receives student data, or certain protected teacher/principal data related to Annual Professional Performance Reviews that is designated as confidential pursuant to Education Law §3012-c ("APPR data").

The purpose of the Parents' Bill of Rights is to inform parents (which also include legal guardians or persons in parental relation to a student, but generally not the parents of a student who is age eighteen or over) of the legal requirements regarding privacy, security and use of student data. In addition to the federal Family Educational Rights and Privacy Act (FERPA), Education Law §2-d provides important new protections for student data, and new remedies for breaches of the responsibility to maintain the security and confidentiality of such data.

# A. What are the essential parents' rights under the Family Educational Rights and Privacy Act (FERPA) relating to personally identifiable information in their child's student records?

The rights of parents under FERPA are summarized in the Model Notification of Rights prepared by the United States Department of Education for use by schools in providing notification of rights parents. to It can be accessed http://www2.ed.gov/policy/gen/guid/fpco/ferpa/lea-officials.html, and a copy is attached to this Parents' Bill of Rights. Complete student records are maintained by schools and school districts, and not at the New York State Education Department (NYSED). Further, NYSED would need to establish and implement a means to verify a parent's identity and right of access to records before processing a request for records to the school or school district. Therefore, requests to access student records will be most efficiently managed at the school or school district level.

### Parents' rights under FERPA include:

- 1. The right to inspect and review the student's education records within 45 days after the day the school or school district receives a request for access.
- The right to request amendment of the student's education records that the parent or
  eligible student believes are inaccurate, misleading, or otherwise in violation of the
  student's privacy rights under FERPA. Complete student records are maintained by
  schools and school districts and not at NYSED, which is the secondary repository of

data, and NYSED make amendments to school or school district records. Schools and school districts are in the best position to make corrections to students' education records.

- 3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent (including but not limited to disclosure under specified conditions to: (i) school officials within the school or school district with legitimate educational interests; (ii) officials of another school for purposes of enrollment or transfer; (iii) third party contractors providing services to, or performing functions for an educational agency; (iv) authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as NYSED; (iv) (v) organizations conducting studies for or on behalf of educational agencies) and (vi) the public where the school or school district has designated certain student data as "directory information" (described below). The attached FERPA Model Notification of Rights more fully describes the exceptions to the consent requirement under FERPA).
- 4. Where a school or school district has a policy of releasing "directory information" from student records, the parent has a right to refuse to let the school or school district designate any all of such information as directory information. Directory information, as defined in federal regulations, includes: the student's name, address, telephone number, email address, photograph, date and place of birth, major field of study, grade level, enrollment status, dates of attendance, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received and the most recent educational agency or institution attended. Where disclosure without consent is otherwise authorized under FERPA, however, a parent's refusal to permit disclosure of directory information does not prevent disclosure pursuant to such separate authorization.
- 5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA.

### B. What are parents' rights under the Personal Privacy Protection Law (PPPL), Article 6-A of the Public Officers Law relating to records held by State agencies?

The PPPL (Public Officers Law §§91-99) applies to all records of State agencies and is not specific to student records or to parents. It does not apply to school districts or other local educational agencies. It imposes duties on State agencies to have procedures in place to protect from disclosure of "personal information," defined as information which because of a name, number, symbol, mark or other identifier, can be used to identify a "data subject" (in this case the student or the student's parent). Like FERPA, the PPPL confers a right on the data subject (student or the student's parent) to access to State agency records relating to them and requires State agencies to have procedures for correction or amendment of records.

A more detailed description of the PPPL is available from the Committee on Open Government of the New York Department of State. Guidance on what you should know about the PPPL can be accessed at <a href="http://www.dos.ny.gov/coog/shldno1.html">http://www.dos.ny.gov/coog/shldno1.html</a>. The Committee on Open Government's address is Committee on Open Government, Department of State, One Commerce Plaza, 99 Washington Avenue, suite 650, Albany, NY 12231, their email address is <a href="mailto:coog@dos.ny.gov">coog@dos.ny.gov</a>, and their telephone number is (518) 474-2518.

### C. <u>Parents' Rights Under Education Law §2-d relating to Unauthorized Release of</u> Personally Identifiable Information

### 1. What "educational agencies" are included in the requirements of Education Law §2-d?

- The New York State Education Department ("NYSED");
- Each public school district;
- Each Board of Cooperative Educational Services or BOCES; and
- All schools that are:
  - o a public elementary or secondary school;
  - o a universal pre-kindergarten program authorized pursuant to Education Law §3602-e;
  - o an approved provider of preschool special education services;
  - o any other publicly funded pre-kindergarten program;
  - o a school serving children in a special act school district as defined in Education Law 4001; or
  - o certain schools for the education of students with disabilities an approved private school, a state-supported school subject to the provisions of Education Law Article 85, or a state-operated school subject to Education Law Article 87 or 88.

### 2. What kind of student data is subject to the confidentiality and security requirements of Education Law §2-d?

The law applies to personally identifiable information contained in student records of an educational agency listed above. The term "student" refers to any person attending or seeking to enroll in an educational agency, and the term "personally identifiable information" ("PII") uses the definition provided in FERPA. Under FERPA, personally identifiable information or PII includes, but is not limited to:

- (a) The student's name;
- (b) The name of the student's parent or other family members;
- (c) The address of the student or student's family;
- (d) A personal identifier, such as the student's social security number, student number, or biometric record;
- (e) Other indirect identifiers, such as the student's date of birth, place of birth, and Mother's Maiden Name<sup>1</sup>;

Please note that NYSED does not collect certain information defined in FERPA, such as students' social security numbers, biometric records, mother's maiden name (unless used as the mother's legal name).

- (f) Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or
- (g) Information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.

### 3. What kind of student data is *not* subject to the confidentiality and security requirements of Education Law §2-d?

The confidentiality and privacy provisions of Education Law §2-d and FERPA extend only to PII, and not to student data that is not personally identifiable. Therefore, deidentified data (e.g., data regarding students that uses random identifiers), aggregated data (e.g., data reported at the school district level) or anonymized data that could not be used to identify a particular student is not considered to be PII and is not within the purview of Education Law §2-d or within the scope of this Parents' Bill of Rights.

### 4. What are my rights under Education Law § 2-d as a parent regarding my student's PII?

Education Law §2-d ensures that, in addition to all of the protections and rights of parents under the federal FERPA law, certain rights will also be provided under the Education Law. These rights include, but are not limited to, the following elements:

- (A) A student's PII cannot be sold or released by the educational agency for any commercial or marketing purposes.
- o PII may be used for purposes of a contract that provides payment to a vendor for providing services to an educational agency as permitted by law.
- o However, sale of PII to a third party solely for commercial purposes or receipt of payment by an educational agency, or disclosure of PII that is not related to a service being provided to the educational agency, is strictly prohibited.
- (B) Parents have the right to inspect and review the complete contents of their child's education record including any student data stored or maintained by an educational agency.
  - o This right of inspection is consistent with the requirements of FERPA. In addition to the right of inspection of the educational record, Education Law §2-d provides a specific right for parents to inspect or receive copies of any data in the student's educational record.
  - NYSED will develop policies for annual notification by educational agencies to parents regarding the right to request student data. Such policies will specify a reasonable time for the educational agency to comply with such requests.

- o The policies will also require security measures when providing student data to parents, to ensure that only authorized individuals receive such data. A parent may be asked for information or verifications reasonably necessary to ensure that he or she is in fact the student's parent and is authorized to receive such information pursuant to law.
- (C) State and federal laws protect the confidentiality of PII, and safeguards associated with industry standards and best practices, including, but not limited to, encryption, firewalls, and password protection, must be in place when data is stored or transferred.

Education Law §2-d also specifically provides certain limitations on the collection of data by educational agencies, including, but not limited to:

- (A) A mandate that, except as otherwise specifically authorized by law, NYSED shall only collect PII relating to an educational purpose;
- (B) NYSED may only require districts to submit PII, including data on disability status and student suspensions, where such release is required by law or otherwise authorized under FERPA and/or the New York State Personal Privacy Law; and
- (C) Except as required by law or in the case of educational enrollment data, school districts shall not report to NYSED student data regarding juvenile delinquency records, criminal records, medical and health records or student biometric information.
- (D) Parents may access the NYSED Student Data Elements List, a complete list of all student data elements collected by NYSED, at <a href="http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx">http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx</a>, or may obtain a copy of this list by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234; and
- (E) Parents have the right to file complaints with an educational agency about possible breaches of student data by that educational agency's third party contractors or their employees, officers, or assignees, or with NYSED. Complaints to NYSED should be directed in writing to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany NY 12234, email to CPO@mail.nysed.gov. The complaint process is under development and will be established through regulations to be proposed by NYSED's Chief Privacy Officer, who has not yet been appointed.
  - o Specifically, the Commissioner of Education, after consultation with the Chief Privacy Officer, will promulgate regulations establishing procedures for the submission of complaints from parents, classroom teachers or building principals, or other staff of an educational agency, making allegations of improper disclosure of student data and/or teacher or principal APPR data by a third party contractor or its officers, employees or assignees.

o When appointed, the Chief Privacy Officer of NYSED will also provide a procedure within NYSED whereby parents, students, teachers, superintendents, school board members, principals, and other persons or entities may request information pertaining to student data or teacher or principal APPR data in a timely and efficient manner.

### 5. Must additional elements be included in the Parents' Bill of Rights.?

Yes. For purposes of further ensuring confidentiality and security of student data, as an appendix to the Parents' Bill of Rights each contract an educational agency enters into with a third party contractor shall include the following supplemental information:

- (A) the exclusive purposes for which the student data, or teacher or principal data, will be used;
- (B) how the third party contractor will ensure that the subcontractors, persons or entities that the third party contractor will share the student data or teacher or principal data with, if any, will abide by data protection and security requirements;
- (C) when the agreement with the third party contractor expires and what happens to the student data or teacher or principal data upon expiration of the agreement;
- (D) if and how a parent, student, eligible student, teacher or principal may challenge the accuracy of the student data or teacher or principal data that is collected; and
- (E) where the student data or teacher or principal data will be stored (described in such a manner as to protect data security), and the security protections taken to ensure such data will be protected, including whether such data will be encrypted.
  - a. In addition, the Chief Privacy Officer, with input from parents and other education and expert stakeholders, is required to develop additional elements of the Parents' Bill of Rights to be prescribed in Regulations of the Commissioner.

# 6. What protections are required to be in place if an educational agency contracts with a third party contractor to provide services, and the contract requires the disclosure of PII to the third party contractor?

Education Law §2-d provides very specific protections for contracts with "third party contractors", defined as any person or entity, other than an educational agency, that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for purposes of providing services to such educational agency. The term "third party contractor" also includes an educational partnership organization that receives student and/or teacher or principal APPR data from a school district to carry out its responsibilities pursuant to Education Law §211-e, and a not-for-profit corporation or other non-profit organization, which are not themselves covered by the definition of an "educational agency."

Services of a third party contractor covered under Education Law §2-d include, but not limited to, data management or storage services, conducting studies for or on behalf of the educational agency, or audit or evaluation of publicly funded programs.

When an educational agency enters into a contract with a third party contractor, under which the third party contractor will receive student data, the contract or agreement must include a data security and privacy plan that outlines how all state, federal, and local data security and privacy contract requirements will be implemented over the life of the contract, consistent with the educational agency's policy on data security and privacy. However, the standards for an educational agency's policy on data security and privacy must be prescribed in Regulations of the Commissioner that have not yet been promulgated. A signed copy of the Parents' Bill of Rights must be included, as well as a requirement that any officers or employees of the third party contractor and its assignees who have access to student data or teacher or principal data have received or will receive training on the federal and state law governing confidentiality of such data prior to receiving access.

Each third party contractor that enters into a contract or other written agreement with an educational agency under which the third party contractor will receive student data or teacher or principal data shall:

- o limit internal access to education records to those individuals that are determined to have legitimate educational interests
- o not use the education records for any other purposes than those explicitly authorized in its contract;
- o except for authorized representatives of the third party contractor to the extent they are carrying out the contract, not disclose any PII to any other party (i) without the prior written consent of the parent or eligible student; or (ii) unless required by statute or court order and the party provides a notice of the disclosure to NYSED, district board of education, or institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by the statute or court order;
- o maintain reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of PII in its custody; and
- o use encryption technology to protect data while in motion or in its custody from unauthorized disclosure.

### 7. What steps can and must be taken in the event of a breach of confidentiality or security?

Upon receipt of a complaint or other information indicating that a third party contractor may have improperly disclosed student data, or teacher or principal APPR data, NYSED's Chief Privacy Officer is authorized to investigate, visit, examine and inspect the third party contractor's facilities and records and obtain documentation from, or require the testimony of,

any party relating to the alleged improper disclosure of student data or teacher or principal APPR data.

Where there is a breach and unauthorized release of PII by a by a third party contractor or its assignees (e.g., a subcontractor): (i) the third party contractor must notify the educational agency of the breach in the most expedient way possible and without unreasonable delay; (ii) the educational agency must notify the parent in the most expedient way possible and without unreasonable delay; and (iii) the third party contractor may be subject to certain penalties including, but not limited to, a monetary fine; mandatory training regarding federal and state law governing the confidentiality of student data, or teacher or principal APPR data; and preclusion from accessing any student data, or teacher or principal APPR data, from an educational agency for a fixed period up to five years.

### 8. Data Security and Privacy Standards

Upon appointment, NYSED's Chief Privacy Officer will be required to develop, with input from experts, standards for educational agency data security and privacy policies. The Commissioner will then promulgate regulations implementing these data security and privacy standards.

### 9. No Private Right of Action

Please note that Education Law §2-d explicitly states that it does <u>not</u> create a private right of action against NYSED or any other educational agency, such as a school, school district or BOCES.

### **ATTACHMENT**

### Model Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the [Name of school ("School")] receives a request for access.

Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the [School] to amend a record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational

interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202

[NOTE: In addition, a school may want to include its directory information public notice, as required by §99.37 of the regulations, with its annual notification of rights under FERPA.]

[Optional] See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student —

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities,

such as the State educational agency in the parent or eligible student's State (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10)
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))



### **DPA for Gold Assessment needs BOE approval**

1 message

Kirsten DeMento <kdemento@vlietschools.org>

Tue, Sep 21, 2021 at 3:17 PM

To: "Donald Stevens jr." <dstevens@vlietschools.org>, Bernadette Boardman <bboardman@vlietschools.org>

Hil

This one went to Michele at BOCES and was adjusted. Can you put it on the next BOE for approval? Thanks

Kirsten
Kirsten M. DeMento
Director of Educational Programs, Accountability & UPK
Watervliet City School District
2557 10th Ave. & 25th St.
Watervliet, NY 12189
(518) 629-3231
"Every Student...Every Day"

kdemento@vlietschools.org

Watervliet DPA Final Gold Assessment 9-21-2021.pdf 397K

### **DATA PRIVACY AGREEMENT**

# INCLUDING PARENTS BILL OF RIGHTS FOR DATA SECURITY AND PRIVACY AND SUPPLEMENTAL INFORMATION ABOUT THE AGREEMENT

### 1. Purpose

- (a) This Data Privacy Agreement (DPA) supplements the agreement between Watervliet City Schools (THE DISTRICT) and Teaching Strategies, LLC (Vendor), to ensure that the Vendor AGREEMENT conforms to the requirements of New York State Education Law Section 2-d and any implementing Regulations of the Commissioner of Education (collectively referred to as "Section 2-d"). This Agreement consists of the terms of this DPA Agreement, a copy of Watervliet City School District Parents Bill of Rights for Data Security and Privacy signed by Vendor and the Supplemental Information about the AGREEMENT that is required to be posted on district's website.
- (b) To the extent that any terms contained within the Vendor AGREEMENT, or any terms contained within any other Agreements attached to and made a part of the Vendor AGREEMENT, conflict with the terms of this DPA, the terms of this DPA will apply and be given effect. In the event that Vendor has online or written Terms of Service ("TOS") that would otherwise be applicable to its customers or users of its Product that is the subject of the Vendor AGREEMENT, to the extent that any term of the TOS conflicts with the terms of this DPA, the terms of this DPA will apply and be given effect.

### 2. **Definitions**

Any capitalized term used within this DPA that is also found in the Vendor AGREEMENT will have the same definition as contained within this DPA.

In addition, as used in this Exhibit:

- (a) "Student Data" means personally identifiable information, as defined in Section 2-d, from student records that Vendor receives from the district pursuant to the DPA.
- (b) "Teacher or Principal Data" means personally identifiable information relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of New York Education Law Sections 3012-c or 3012-d, that Vendor receives from the district pursuant to the Vendor AGREEMENT.
  - (c) "Protected Data" means Student Data and/or Teacher or Principal Data to the extent applicable to Vendor's Product.

### 3. Confidentiality of Protected Data

- (a) Vendor acknowledges that the Protected Data it receives pursuant to the AGREEMENT may originate from the district located across New York State, and that this Protected Data belongs to and is owned by the district from which it originates.
- (b) Vendor will maintain the confidentiality of the Protected Data it receives in accordance with federal and state law (including but not limited to Section 2-d) and THE DISTRICT policy on data security and privacy. Vendor acknowledges that THE DISTRICT is obligated under Section 2-d to adopt a policy on data security and privacy, and has provided the policy to Vendor.

### 4. Data Security and Privacy Plan

Vendor agrees that it will protect the confidentiality, privacy and security of the Protected Data received from the district in accordance with the district's Parents Bill of Rights for Data Privacy and Security, a copy of which has been signed by Vendor and is set forth below.

Additional elements of Vendor' Data Security and Privacy Plan are as follows:

- (a) In order to implement all state, federal, and local data security and privacy requirements, including those contained within this DPA, consistent with THE DISTRICT data security and privacy policy, Vendor will: Comply with FERPA and other US state & international privacy laws
- (b) In order to protect the security, confidentiality and integrity of the Protected Data that it receives under the Vendor AGREEMENT, Vendor will have the following reasonable administrative, technical, operational and physical safeguards and practices in place throughout the term of the Vendor AGREEMENT:

Teaching Strategies undergoes an annual Service Organization Control 2 Type II (SOC 2) audit, which includes the review of compliance with Privacy regulations. The audits are performed by an independent public accountant and assess the AICPA Trust Services Principles and Criteria for Security, Confidentiality, and Privacy related to our Software-as-a-Service applications and the client and student data we process and store. The audit includes review of Teaching Strategies' implementation of administrative, operational and technical safeguards and practices in place to protect personally identifiable information. A comprehensive SOC2 Type II w/Privacy Report, detailing Teaching Strategies' compliance with every control, is provided by the auditors.

- (c) Vendor will comply with all obligations set forth in THE DISTRICT "Supplemental Information about the AGREEMENT" below.
- (d) For any of its officers or employees (or officers or employees of any of its subcontractors or assignees) who have access to Protected Data, Vendor has provided or will provide training on the federal and state laws governing confidentiality of such data prior to their receiving access, as follows:

Teaching Strategies employees receive security awareness and privacy training as part of the onboarding process. Additionally, annual training is required for all employees. Teaching Strategies utilizes the SANS Institute training criteria and platform to manage employee training. Training includes safe handling of personally identifiable information, and review of federal and state laws governing confidentiality of such data.

- (e) Vendor [check one] X will will not utilize sub-contractors for the purpose of fulfilling one or more of its obligations under the Vendor AGREEMENT. In the event that Vendor engages any subcontractors, assignees, or other authorized agents to perform its obligations under the Vendor AGREEMENT, it will require such subcontractors, assignees, or other authorized agents to execute written agreements as more fully described in THE DISTRICT "Supplemental Information about the Vendor AGREEMENT," below.
- (f) Vendor will manage data security and privacy incidents that implicate Protected Data, including identify breaches and unauthorized disclosures, and Vendor will provide prompt notification of any breaches or unauthorized disclosures of Protected Data in accordance with Section 6 of this Data Sharing and Confidentiality Agreement.
- (g) Vendor will implement procedures for the return, transition, deletion and/or destruction of Protected Data at such time that the AGREEMENT is terminated or expires, as more fully described in THE DISTRICT "Supplemental Information about the AGREEMENT," below.

### 5. Additional Statutory and Regulatory Obligations

Vendor acknowledges that it has the following additional obligations with respect to any Protected Data received from the district, and that any failure to fulfill one or more of these statutory or regulatory obligations shall be a breach of the Vendor AGREEMENT and the terms of this Data Privacy Agreement:

- (a) Limit internal access to education records to those individuals that are determined to have legitimate educational interests within the meaning of Section 2-d and the Family Educational Rights and Privacy Act (FERPA).
- (b) Limit internal access to Protected Data to only those employees or subcontractors that need access in order to assist Vendor in fulfilling one or more of its obligations under the Vendor AGREEMENT.

- (c) Not use education records for any purposes other than those explicitly authorized in this Data Sharing and Confidentiality Agreement.
- (d) Not disclose any personally identifiable information to any other party, except for authorized representatives of Vendor using the information to carry out Vendor's obligations under the Vendor AGREEMENT, unless:
  - (i) the parent or eligible student has provided prior written consent; or
  - (ii) the disclosure is required by statute or court order and notice of the disclosure is provided to the district no later than the time of disclosure, unless such notice is expressly prohibited by the statute or court order.
- (e) Maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of personally identifiable student information in its custody;
- (f) Use encryption technology that complies with Section 2-d, as more fully set forth in THE DISTRICT "Supplemental Information about the Vendor AGREEMENT," below.
- (g) Provide notification to THE DISTRICT (to the extent required by, and in accordance with, Section 6 of this Data Privacy Agreement) of any breach of security resulting in an unauthorized release of Protected Data by Vendor or its assignees or subcontractors in violation of state or federal law or other obligations relating to data privacy and security contained herein.
- (h) Promptly reimburse THE DISTRICT, for the full cost of notification, in the event they are required under Section 2-d to notify affected parents, students, teachers or principals of a breach or unauthorized release of Protected Data attributed to Vendor or its subcontractors or assignees.

### 6. Notification of Breach and Unauthorized Release

- (a) Vendor shall promptly notify THE DISTRICT of any breach or unauthorized release of Protected Data in the most expedient way possible and without unreasonable delay, but no more than seven (7) calendar days after Vendor has discovered or been informed of the breach or unauthorized release.
- (b) Vendor will provide such notification to THE DISTRICT by contacting THE DISTRICT: <a href="mailto:kdemento@vlietschools.org">kdemento@vlietschools.org</a> Kirsten M. DeMento\_\_\_\_\_\_.
- (c) Vendor will cooperate with THE DISTRICT and provide as much information as possible directly to the Data Protection Officer (DPO) or designee about the incident, including but not limited to: a description of the incident, the date of the incident, the date Vendor discovered or was informed of the incident, a description of the types of personally identifiable information involved, an estimate of the number of records affected, the district affected, what the Vendor has done or plans to do to investigate the incident, stop the breach and mitigate any further unauthorized access or release of Protected Data, and contact information for Vendor representatives who can assist affected individuals that may have additional questions.

- (d) Vendor acknowledges that upon initial notification from Vendor, THE DISTRICT, as the educational agency with which Vendor contracts, has an obligation under Section 2-d to in turn notify the Chief Privacy Officer in the New York State Education Department ("CPO"). Vendor shall not provide this notification to the CPO directly. In the event the CPO contacts Vendor directly or requests more information from Vendor regarding the incident after having been initially informed of the incident by THE DISTRICT, Vendor will promptly inform the Data Protection Officer or designees.
- (e) Vendor will consult directly with the Data Protection Officer or designees prior to providing any further notice of the incident (written or otherwise) directly to the DISTRICT or Regional Information Center.

**BY Vendor: Teaching Strategies, LLC** 

Signature

Name: Dmitry Finkler Title: Director, Data Privacy & Security Date: 9/21/2021

#### PARENTS' BILL OF RIGHTS FOR DATA SECURITY AND PRIVACY

The Watervliet City School District is committed to protecting the privacy and security of student data and teacher and principal data. In accordance with <u>New York Education Law Section 2-d</u> and its implementing regulations, the District informs the school community of the following:

- 1) A student's personally identifiable information cannot be sold or released for any commercial purposes.
- 2) Parents have the right to inspect and review the complete contents of their child's education record.
- 3) State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred.
- 4) A complete list of all student data elements collected by New York State is available for public review at the following website <a href="http://www.nysed.gov/student-data-privacy/student-data-inventory">http://www.nysed.gov/student-data-privacy/student-data-inventory</a> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234.
- 5) Parents/guardians who believe there has been a possible breach of student data should direct their concerns/complaints to the District Data Protection Officer, Kirsten DeMento at 518-629-3231 or kdemento@vlietschools.org.
- 6) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <a href="http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure">http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure</a>.

### **APPENDIX**

### **Supplemental Information Regarding Third-Party Contractors**

In the course of complying with its obligations under the law and providing educational services to District residents, the Watervliet City School District has entered into agreements with certain third-party contractors. Pursuant to these agreements, third-party contractors may have access to "student data" and/or "teacher or principal data," as those terms are defined by law and regulation.

For each contract or other written agreement that the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District, the following supplemental information will be included with this Bill of Rights:

- 1. The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- 2. How the third-party contractor will ensure that the subcontractors, or other authorized persons or entities to whom the third-party contractor will disclose the student data or teacher or principal data, if any, will abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law Section 2-d);

- 3. The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other written agreement (e.g., whether, when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- 4. If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected;
- 5. Where the student data or teacher or principal data will be stored, described in a manner as to protect data security, and the security protections taken to ensure the data will be protected and data privacy and security risks mitigated; and
- 6. Address how the data will be protected using encryption while in motion and at rest.
- 7. Third-party contractors are also required to:
  - a. Provide training on federal and state law governing confidentiality to any officers, employees, or assignees who have access to student date or teacher or principal data;
  - b. Limit internal access to education records to those individuals who have a legitimate educational interest in such records.
  - c. Not use educational records for any other purpose than those explicitly authorized in the contract;
  - d. Not disclose personally identifiable information to any other party without the prior written consent of the parent or eligible student; or (ii) unless required by statute or court order and the third-party contractor provides a notice of the disclosure to the New York State Education Department, board of education, or institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by the statute or court order;
  - e. Maintain reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of personally identifiable student information in its custody;
  - f. Use encryption technology to protect data while in motion or in its custody from unauthorized disclosure as specified in Education Law 2-d;
  - g. Notify Watervliet City School District of any breach of security resulting in an unauthorized release of student data, in the most expedient way possible and without unreasonable delay;
  - Provide a data security and privacy plan outlining how all state, federal and local data security and privacy contract requirements will be implemented over the life of the contract;
  - i. Provide a signed copy of this Bill of Rights to the Watervliet City School District thereby acknowledging that they aware of and agree to abide by this Bill of Rights.

8) This Bill of Rights is subject to change based on regulations of the Commissioner of Education and the New York State Education Department Chief Privacy Officer, as well as emerging guidance documents.

**BY Vendor: Teaching Strategies, LLC** 

Signature

Name: Dmitry Finkler Title: Director, Data Privacy

& Security

Date: 9/21/2021

#### SUPPLEMENTAL INFORMATION

### ABOUT THE AGREEMENT BETWEEN WATERVLIET CITY SCHOOLS AND Vendor

Watervliet City Schools has entered into An Agreement ("AGREEMENT") with Vendor ("Vendor"), which governs the availability to the district of the following Product(s):

Pursuant to the AGREEMENT, the district may provide to Vendor, and Vendor will receive, personally identifiable information about students, or teachers and principals, that is protected by Section 2-d of the New York State Education Law ("Protected Data").

### **Exclusive Purpose for which Protected Data will be Used:**

Vendor will only use the Protected Data for the purposes of performing the services under the Service Agreement between Watervliet City Schools and Teaching Strategies, LLC

Vendor agrees that it will not use the Protected Data for any other purposes not explicitly authorized in the AGREEMENT. Protected Data received by Vendor, or any of Vendor's subcontractors, assignees, or other authorized agents, will not be sold, or released or used for any commercial or marketing purposes.

Oversight of Subcontractors: In the event that Vendor engages subcontractors, assignees, or other authorized agents to perform one or more of its obligations under the AGREEMENT (including any hosting service provider), it will require those to whom it discloses Protected Data to execute legally binding agreements acknowledging the obligation under Section 2-d of the New York State Education Law to comply with the same data security and privacy standards required of Vendor under the AGREEMENT and applicable state and federal law. Vendor will ensure that such subcontractors, assignees, or other authorized agents abide by the provisions of these agreements by: Teaching Strategies performs due diligence on the information security practices and data protection compliance of all sub-processors and requires each to commit to written obligations regarding their security controls and applicable regulations for the protection of personal data consistent with the requirements Teaching Strategies must comply with for our customers.

### **Duration of AGREEMENT and Protected Data Upon Expiration:**

- The AGREEMENT commences on [the date the district's BOE accepts the agreement) and expires on [a date that is mutually agreed on in the future]. Upon expiration of the AGREEMENT without renewal, or upon termination of the AGREEMENT prior to expiration, Vendor will securely delete or otherwise destroy any and all Protected Data remaining in the possession of Vendor or its assignees or subcontractors. If requested by the district, the Vendor will assist that entity in exporting all Protected Data previously received for its own use, prior to deletion.
- At THE DISTRICT request, Vendor will cooperate with THE DISTRICT as necessary in order to transition
  - Protected Data to any successor Vendor prior to deletion.
- Vendor agrees that neither it nor its subcontractors, assignees, or other authorized agents will
  retain any copy, summary or extract of the Protected Data, or any de-identified Protected Data,
  except for purposes of enhancing the Services, analyzing usage trends, aggregated statistical analysis,
  and technical support, on any storage medium whatsoever. Upon request, Vendor and/or its
  subcontractors, assignees, or other authorized agents will provide a certification from an
  appropriate officer that these requirements have been satisfied in full.

Challenging Accuracy of Protected Data: Parents or eligible students can challenge the accuracy of any

Protected Data provided by the district to Vendor, by contacting the student's district of residence regarding procedures for requesting amendment of education records under the Family Educational Rights and Privacy Act (FERPA). Teachers or principals may be able to challenge the accuracy of APPR data provided to Vendor by following the appeal process in their employing school district's applicable APPR Plan.

Data Storage and Security Protections: Any Protected Data Vendor receives will be stored on systems maintained by Vendor, or by a subcontractor under the direct control of Vendor, in a secure data center facility located within the United States. The measures that Vendor will take to protect Protected Data include adoption of technologies, safeguards and practices that align with the NIST Cybersecurity Framework and industry best practices including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection.

In accordance with NIST guidance and security controls, sensitive personal identifiers are encrypted both in transit and at rest using AES 128 as the minimum encryption standard. Our infrastructure is secured behind firewalls as well as host-based ACLs which ensure All external traffic destined to My. TeachingStrategies and GOLD™ will pass through a Web Application Firewall. application. This reduces the attack surface of our platform and constituent service endpoints. Firewall access is configured to deny by default and allow by exception. All external traffic destined to My. TeachingStrategies and GOLD™ passes through a Web Application Firewall.

Role Based Access controls are in place. All authorization is based on principals of least privilege and assigned on a need-to-know basis. Remote access requires Multi-Factor Authentication. All remote sessions are conducted over secure channels using FIPS-140-2 comparable encryption. Production services run out of a secure hybrid cloud infrastructure. Each hosting service provides Teaching Strategies with their current SOC 2 Type II reports. These reports are used to verify the security controls Teaching Strategies inherits from them.

**Encryption of Protected Data**: Vendor (or, if applicable, its subcontractors) will protect Protected Data in its custody from unauthorized disclosure while in motion or at rest, using a technology or methodology specified by the secretary of the U.S. Department of HHS in guidance issued under Section 13402(H)(2) of P.L. 111-5.

**BY Vendor: Teaching Strategies, LLC** 

Signature

Name: Dmitry Finkler Title: Director, Data Privacy & Security Date: 9/21/2021



### **DPA- Great Body Shop (Children's Health Network)**

1 message

Kirsten DeMento <kdemento@vlietschools.org>

Wed, Oct 6, 2021 at 11:19 AM

To: Bernadette Boardman <bboardman@vlietschools.org>, "Donald Stevens jr." <dstevens@vlietschools.org>

Bern-

Please put this on the next available BOE meeting for approval. This is our health curriculum in WES.

**Thanks** 

Kirsten
Kirsten M. DeMento
Director of Educational Programs, Accountability & UPK
Watervliet City School District
2557 10th Ave. & 25th St.
Watervliet, NY 12189
(518) 629-3231
"Every Student...Every Day"

kdemento@vlietschools.org

dpa agreement Children's Health Network (Great Body Shop) 10-5-2021.pdf

#### **DATA PRIVACY AGREEMENT**

# INCLUDING PARENTS BILL OF RIGHTS FOR DATA SECURITY AND PRIVACY AND SUPPLEMENTAL INFORMATION ABOUT THE AGREEMENT

### 1. Purpose

- (a) This Data Privacy Agreement (DPA) supplements the agreement between Watervliet City Schools (THE DISTRICT) and \_\_\_The Children's Health Market, Inc. \_\_\_\_ (Vendor), to ensure that the Vendor AGREEMENT conforms to the requirements of New York State Education Law Section 2-d and any implementing Regulations of the Commissioner of Education (collectively referred to as "Section 2-d"). This Agreement consists of the terms of this DPA Agreement, a copy of Watervliet City School District Parents Bill of Rights for Data Security and Privacy signed by Vendor and the Supplemental Information about the AGREEMENT that is required to be posted on district's website.
- (b) To the extent that any terms contained within the Vendor AGREEMENT, or any terms contained within any other Agreements attached to and made a part of the Vendor AGREEMENT, conflict with the terms of this DPA, the terms of this DPA will apply and be given effect. In the event that Vendor has online or written Terms of Service ("TOS") that would otherwise be applicable to its customers or users of its Product that is the subject of the Vendor AGREEMENT, to the extent that any term of the TOS conflicts with the terms of this DPA, the terms of this DPA will apply and be given effect.

### 2. **Definitions**

Any capitalized term used within this DPA that is also found in the Vendor AGREEMENT will have the same definition as contained within this DPA.

In addition, as used in this Exhibit:

- (a) "Student Data" means personally identifiable information, as defined in Section 2-d, from student records that Vendor receives from the district pursuant to the DPA.
- (b) "Teacher or Principal Data" means personally identifiable information relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of New York Education Law Sections 3012-c or 3012-d, that Vendor receives from the district pursuant to the Vendor AGREEMENT.
  - (c) "Protected Data" means Student Data and/or Teacher or Principal Data to the extent applicable to Vendor's Product.

### 3. <u>Confidentiality of Protected Data</u>

- (a) Vendor acknowledges that the Protected Data it receives pursuant to the AGREEMENT may originate from the district located across New York State, and that this Protected Data belongs to and is owned by the district from which it originates.
- (b) Vendor will maintain the confidentiality of the Protected Data it receives in accordance with federal and state law (including but not limited to Section 2-d) and THE DISTRICT policy on data security and privacy. Vendor acknowledges that THE DISTRICT is obligated under Section 2-d to adopt a policy on data security and privacy, and has provided the policy to Vendor.

### 4. Data Security and Privacy Plan

Vendor agrees that it will protect the confidentiality, privacy and security of the Protected Data received from the district in accordance with the district's Parents Bill of Rights for Data Privacy and Security, a copy of which has been signed by Vendor and is set forth below.

Additional elements of Vendor' Data Security and Privacy Plan are as follows:

- (a) In order to implement all state, federal, and local data security and privacy requirements, including those contained within this DPA, consistent with THE DISTRICT data security and privacy policy, Vendor will:
- (b) In order to protect the security, confidentiality and integrity of the Protected Data that it receives under the Vendor AGREEMENT, Vendor will have the following reasonable administrative, technical, operational and physical safeguards and practices in place throughout the term of the Vendor AGREEMENT:

The Children's Health Market hosts public facing web services in the Amazon Web Services (AWS) cloud. AWS best practices are followed and AWS configuration, compliance, and auditing solutions are leveraged to ensure our network meets the CIS AWS Foundations Benchmark standard.

(c) Vendor will comply with all obligations set forth in THE DISTRICT "Supplemental Information about the AGREEMENT" below.

(d) For any of its officers or employees (or officers or employees of any of its subcontractors or assignees) who have access to Protected Data, Vendor has provided or will provide training on the federal and state laws governing confidentiality of such data prior to their receiving access, as follows:

All employees with access to PII are background checked and complete EasyLlama Data Privacy and Cybersecurity Awareness Training

- (e) Vendor [check one] \_\_\_\_will \_X will not utilize sub-contractors for the purpose of fulfilling one or more of its obligations under the Vendor AGREEMENT. In the event that Vendor engages any subcontractors, assignees, or other authorized agents to perform its obligations under the Vendor AGREEMENT, it will require such subcontractors, assignees, or other authorized agents to execute written agreements as more fully described in THE DISTRICT "Supplemental Information about the Vendor AGREEMENT," below.
- (f) Vendor will manage data security and privacy incidents that implicate Protected Data, including identify breaches and unauthorized disclosures, and Vendor will provide prompt notification of any breaches or unauthorized disclosures of Protected Data in accordance with Section 6 of this Data Sharing and Confidentiality Agreement.
- (g) Vendor will implement procedures for the return, transition, deletion and/or destruction of Protected Data at such time that the AGREEMENT is terminated or expires, as more fully described in THE DISTRICT "Supplemental Information about the AGREEMENT," below.

### 5. Additional Statutory and Regulatory Obligations

Vendor acknowledges that it has the following additional obligations with respect to any Protected Data received from the district, and that any failure to fulfill one or more of these statutory or regulatory obligations shall be a breach of the Vendor AGREEMENT and the terms of this Data Privacy Agreement:

- (a) Limit internal access to education records to those individuals that are determined to have legitimate educational interests within the meaning of Section 2-d and the Family Educational Rights and Privacy Act (FERPA).
- (b) Limit internal access to Protected Data to only those employees or subcontractors that need access in order to assist Vendor in fulfilling one or more of its obligations under the Vendor AGREEMENT.
- (c) Not use education records for any purposes other than those explicitly authorized in this Data Sharing and Confidentiality Agreement.
  - (d) Not disclose any personally identifiable information to any other party, except for

authorized representatives of Vendor using the information to carry out Vendor's obligations under the Vendor AGREEMENT, unless:

- (i) the parent or eligible student has provided prior written consent; or
- (ii) the disclosure is required by statute or court order and notice of the disclosure is provided to the district no later than the time of disclosure, unless such notice is expressly prohibited by the statute or court order.
- (e) Maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of personally identifiable student information in its custody;
- (f) Use encryption technology that complies with Section 2-d, as more fully set forth in THE DISTRICT "Supplemental Information about the Vendor AGREEMENT," below.
- (g) Provide notification to THE DISTRICT (to the extent required by, and in accordance with, Section 6 of this Data Privacy Agreement) of any breach of security resulting in an unauthorized release of Protected Data by Vendor or its assignees or subcontractors in violation of state or federal law or other obligations relating to data privacy and security contained herein.
- (h) Promptly reimburse THE DISTRICT, for the full cost of notification, in the event they are required under Section 2-d to notify affected parents, students, teachers or principals of a breach or unauthorized release of Protected Data attributed to Vendor or its subcontractors or assignees.

### 6. Notification of Breach and Unauthorized Release

- (a) Vendor shall promptly notify THE DISTRICT of any breach or unauthorized release of Protected Data in the most expedient way possible and without unreasonable delay, but no more than seven (7) calendar days after Vendor has discovered or been informed of the breach or unauthorized release.
- (b) Vendor will provide such notification to THE DISTRICT by contacting THE DISTRICT: Kirsten DeMemento Kdemento@vlietschools.org 518 629-3231
- (c) Vendor will cooperate with THE DISTRICT and provide as much information as possible directly to the Data Protection Officer (DPO) or designee about the incident, including but not limited to: a description of the incident, the date of the incident, the date Vendor discovered or was informed of the incident, a description of the types of personally identifiable information involved, an estimate of the number of records affected, the district affected, what the Vendor has done or plans to do to investigate the incident, stop the breach and mitigate any further unauthorized access or release of Protected Data, and contact information for Vendor representatives who can assist affected individuals that may have additional questions.

- (d) Vendor acknowledges that upon initial notification from Vendor, THE DISTRICT, as the educational agency with which Vendor contracts, has an obligation under Section 2-d to in turn notify the Chief Privacy Officer in the New York State Education Department ("CPO"). Vendor shall not provide this notification to the CPO directly. In the event the CPO contacts Vendor directly or requests more information from Vendor regarding the incident after having been initially informed of the incident by THE DISTRICT, Vendor will promptly inform the Data Protection Officer or designees.
- (e) Vendor will consult directly with the Data Protection Officer or designees prior to providing any further notice of the incident (written or otherwise) directly to the DISTRICT or Regional Information Center.

**BY Vendor:** 

Kathleen McGuire

**Director of Technology** 

Kath Ellerin

10/05/2021

#### PARENTS' BILL OF RIGHTS FOR DATA SECURITY AND PRIVACY

The Watervliet City School District is committed to protecting the privacy and security of student data and teacher and principal data. In accordance with <u>New York Education Law Section 2-d</u> and its implementing regulations, the District informs the school community of the following:

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- 6) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <a href="http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure">http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure</a>.

### **APPENDIX**

### **Supplemental Information Regarding Third-Party Contractors**

In the course of complying with its obligations under the law and providing educational services to District residents, the Watervliet City School District has entered into agreements with certain third-party contractors. Pursuant to these agreements, third-party contractors may have access to "student data" and/or "teacher or principal data," as those terms are defined by law and regulation.

For each contract or other written agreement that the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District, the following supplemental information will be included with this Bill of Rights:

- 1. The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- 2. How the third-party contractor will ensure that the subcontractors, or other authorized persons or entities to whom the third-party contractor will disclose the student data or teacher or principal data, if any, will abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law Section 2-d);

- 3. The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other written agreement (e.g., whether, when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- 4. If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected;
- 5. Where the student data or teacher or principal data will be stored, described in a manner as to protect data security, and the security protections taken to ensure the data will be protected and data privacy and security risks mitigated; and
- 6. Address how the data will be protected using encryption while in motion and at rest.
- 7. Third-party contractors are also required to:
  - a. Provide training on federal and state law governing confidentiality to any officers, employees, or assignees who have access to student date or teacher or principal data;
  - b. Limit internal access to education records to those individuals who have a legitimate educational interest in such records.
  - c. Not use educational records for any other purpose than those explicitly authorized in the contract;
  - d. Not disclose personally identifiable information to any other party without the prior written consent of the parent or eligible student; or (ii) unless required by statute or court order and the third-party contractor provides a notice of the disclosure to the New York State Education Department, board of education, or institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by the statute or court order;
  - e. Maintain reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of personally identifiable student information in its custody;
  - f. Use encryption technology to protect data while in motion or in its custody from unauthorized disclosure as specified in Education Law 2-d;
  - g. Notify Watervliet City School District of any breach of security resulting in an unauthorized release of student data, in the most expedient way possible and without unreasonable delay;
  - Provide a data security and privacy plan outlining how all state, federal and local data security and privacy contract requirements will be implemented over the life of the contract;
  - i. Provide a signed copy of this Bill of Rights to the Watervliet City School District thereby acknowledging that they aware of and agree to abide by this Bill of Rights.

8) This Bill of Rights is subject to change based on regulations of the Commissioner of Education and the New York State Education Department Chief Privacy Officer, as well as emerging guidance documents.

**BY Vendor:** 

Kathleen McGuire

**Director of Technology** 

Kath Ellerin

10/05/202

#### SUPPLEMENTAL INFORMATION

### ABOUT THE AGREEMENT BETWEEN WATERVLIET CITY SCHOOLS AND Vendor

Watervliet City Schools has entered into An Agreement ("AGREEMENT") with Vendor ("Vendor"), which governs the availability to the district of the following Product(s):

Pursuant to the AGREEMENT, the district may provide to Vendor, and Vendor will receive, personally identifiable information about students, or teachers and principals, that is protected by Section 2-d of the New York State Education Law ("Protected Data").

### **Exclusive Purpose for which Protected Data will be Used:**

The Children's Health Market rostering uses first and last name and a district email address for the creation of online accounts. No other PII is required or collected.

Vendor agrees that it will not use the Protected Data for any other purposes not explicitly authorized in the AGREEMENT. Protected Data received by Vendor, or any of Vendor's subcontractors, assignees, or other authorized agents, will not be sold, or released or used for any commercial or marketing purposes.

Oversight of Subcontractors: In the event that Vendor engages subcontractors, assignees, or other authorized agents to perform one or more of its obligations under the AGREEMENT (including any hosting service provider), it will require those to whom it discloses Protected Data to execute legally binding agreements acknowledging the obligation under Section 2-d of the New York State Education Law to comply with the same data security and privacy standards required of Vendor under the AGREEMENT and applicable state and federal law. Vendor will ensure that such subcontractors, assignees, or other authorized agents abide by the provisions of these agreements by: [Describe steps the Vendor will take]

### **Duration of AGREEMENT and Protected Data Upon Expiration:**

- The AGREEMENT commences on [the date the district's BOE accepts the agreement) and expires on
  [a date that is mutually agreed on in the future]. Upon expiration of the AGREEMENT without
  renewal, or upon termination of the AGREEMENT prior to expiration, Vendor will securely delete or
  otherwise destroy any and all Protected Data remaining in the possession of Vendor or its assignees
  or subcontractors. If requested by the district, the Vendor will assist that entity in exporting all
  Protected Data previously received for its own use, prior to deletion.
- At THE DISTRICT request, Vendor will cooperate with THE DISTRICT as necessary in order to transition
  - Protected Data to any successor Vendor prior to deletion.
- Vendor agrees that neither it nor its subcontractors, assignees, or other authorized agents will
  retain any copy, summary or extract of the Protected Data, or any de-identified Protected Data, on
  any storage medium whatsoever. Upon request, Vendor and/or its subcontractors, assignees, or
  other authorized agents will provide a certification from an appropriate officer that these
  requirements have been satisfied in full.

**Challenging Accuracy of Protected Data:** Parents or eligible students can challenge the accuracy of any Protected Data provided by the district to Vendor, by contacting the student's district of residence

regarding procedures for requesting amendment of education records under the Family Educational Rights and Privacy Act (FERPA). Teachers or principals may be able to challenge the accuracy of APPR data provided to Vendor by following the appeal process in their employing school district's applicable APPR Plan.

Data Storage and Security Protections: Any Protected Data Vendor receives will be stored on systems maintained by Vendor, or by a subcontractor under the direct control of Vendor, in a secure data center facility located within the United States. The measures that Vendor will take to protect Protected Data include adoption of technologies, safeguards and practices that align with the NIST Cybersecurity Framework and industry best practices including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection.

**Encryption of Protected Data**: Vendor (or, if applicable, its subcontractors) will protect Protected Data in its custody from unauthorized disclosure while in motion or at rest, using a technology or methodology specified by the secretary of the U.S. Department of HHS in guidance issued under Section 13402(H)(2) of P.L. 111-5.

**BY Vendor:** 

Kathleen McGuire

**Director of Technology** 

Kath Ellerin

10/05/2021



SFP 27 2021

### MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF ALBANY AND

### WATERVLIET CITY SCHOOL DISTRICT SUPER FOR THE PROVISION OF COVID-19 TESTING AT LOCAL SCHOOLS

WATERVLIET CITY SCHOOL DISTRIC SUPERINTENDENT'S OFFICE

### Contract No. of 2021

This Memorandum of Understanding is made by and between the County of Albany, a municipal corporation duly organized under the laws of the State of New York, acting by and through its County Executive, with its principal office located at the Albany County Office Building, 112 State Street, Albany, New York 12207 (hereinafter called the "County"), and the Watervliet City School District with its principal office located at 1245 Hillside Drive, Watervliet, New York 12189 (hereinafter called the "Contractor"). The County and the Contractor may be referred to individually as a "[P]arty," and collectively as the "[P]arties."

### WITNESSETH:

WHEREAS, a state of emergency has been declared in Albany County due to the COVID-19 pandemic; and

WHEREAS, the New York State Department of Health will fund Albany County Department of Health to assist schools/districts in Albany County to establish COVID-19 screening and diagnostic testing programs to support and maintain in-person learning (including public, private, BOCES, and charter schools as applicable); and

WHEREAS, the New York State Department of Health has directed local health departments to allow local public and non-public school districts to administer the requisite periodic testing under the Limited Service Laboratory (LSL) agreements that the local health departments have in place,; and

WHEREAS, in the interim before Albany County secures an agreement with an outside contractor to perform such testing, Albany County Department of Health is willing to extend county limited service laboratory (LSL) certificate to schools who need it; and

WHEREAS, this Memorandum of Understanding sets forth the terms reached by the parties herein,

NOW THEREFORE, in consideration of the mutual benefits conferred by this Memorandum of Understanding, the Parties hereby agree as follows:

### SECTION I. SERVICES

- 1. Upon entering any designation where testing is required, the Contractor shall begin implementing their plan for testing in accordance with the New York State Department of Health requirements under the County's LSL or an alternate LSL, whether it be the schools or an alternate partnership.
- 2. All testing shall be administered by a licensed health professional or other individual authorized to administer the test under the laws of New York State.
- 3. The County shall train or provide appropriate training resources for Contractor's designated staff on quality assurance procedures.
- 4. The Contractor shall be responsible for inputting the testing data into the Electronic Clinic Laboratory Reporting System (ECLRS) per the directives given by the New York State Department of Health Interim Guidance on Mandatory COVID-19 Testing.
- 5. All testing, monitoring and reporting by Contractor shall be done in a manner that conforms with the requirements of the New York State Department of Health, as well as the Contractor's plan that is on file with the New York State Department of Health.

### SECTION II. INDEMNIFICATION

The Contractor shall defend, indemnify, and save harmless the County, its agents, representatives, and employees, from and against any and all claims, damages, losses, and expenses (including, but not limited to, reasonable attorney's fees) arising from the services rendered by the Contractor in relation to this Memorandum of Understanding.

### SECTION III. EFFECTIVE DATE AND TERM

The services and terms outlined in this Memorandum of Understanding shall be in full force and effect, commencing upon the Contractor being located in any designation where testing is required and concluding upon the Contractor no longer located in any designation where testing is required or Albany County retaining outside contractor to conduct such testing

### SECTION IV. AMENDMENTS

This Memorandum of Understanding represents the entire Agreement between the Parties and no amendments or additions thereto or modifications thereof have been agreed to or shall be binding hereafter, unless evidenced in writing by the Parties.

### SECTION V. NOTICE

All notices to be given hereunder shall be given in writing and shall be delivered personally or by U.S. mail as follows:

If to the County of Albany:

Daniel C. Lynch, Esq.
Deputy County Executive
County Executive's Office
112 State Street, Suite 1200
Albany, New York 12207

If to the Contractor:

Dr. Lori S. Caplan Superintendent of Schools Watervliet City School District 1245 Hillside Drive Watervliet, New York 12189

### SECTION VI. INSURANCE REQUIREMENTS

The Contractor shall procure and maintain for the entire term of this Agreement, without additional expense to the County, insurance policies of the kinds and the amounts provided in Schedule A attached hereto and made a part hereof. The Contractor shall provide thirty (30) days' written notice to the County of any insurance policy cancellation or change.

Certificates of insurance shall be issued naming the County of Albany as certificate holder and primary/non-contributory additional insured as required by written contract.

### SECTION VII. ENTIRE AGREEMENT

This Memorandum of Understanding represents the sole and entire agreement between the Parties and shall supersede any and all other agreements regarding the topic of this Agreement. The Parties acknowledge and agree that neither Party has made any representation with respect to the subject matter of this Memorandum of Understanding or any representations inducing the execution and delivery hereof except such representations as are specifically set forth herein and each of the Parties acknowledge that each has relied on its own judgment in entering into this Memorandum of Understanding. The Parties further acknowledge that any prior statements or

representations made, if at all, are void and of no effect on this Memorandum of Understanding, and that neither Party has relied on such prior statements or representations in connection with this Memorandum of Understanding.

IN WITNESS WHEREOF, each of the Parties has duly signed this Memorandum of Understanding on the dates written below.

The County of Albany

Daniel P. McCoy

County Executive

Or

Daniel C. Lynch

**Deputy County Executive** 

Name: Dr. Lori S. Caplan

Title: Superintendent of Schools

014/902

STATE OF NEW YORK ) COUNTY OF ALBANY ) SS.:	
On theday of, 2 in and for the state, personally appeared Daniel me on the basis of satisfactory evidence to be attached instrument and acknowledged to me that by his/her signature on the instrument, the ir individual acted, executed the instrument.	the individual whose name is subscribed to the at s/he executed the same in his/her capacity, and
	NOTARY PUBLIC
STATE OF NEW YORK ) COUNTY OF ALBANY ) SS.:	
On the day of ,2 in and for the state, personally appeared Daniel me on the basis of satisfactory evidence to be attached instrument and acknowledged to me that that by his/her signature on the instrument, the in individual acted, executed the instrument.	the individual whose name is subscribed to the ts/he executed the same in his/her capacity, and
	NOTARY PUBLIC
STATE OF NEW YORK ) COUNTY OF Albany ) ss.:	EUGENIA K. CONDON Notary Public, State of New York No. 02C04969817 Qualified in Albany County Commission Expires July 23, 2022
COUNTY OF MIDDING SS.:	
On the 1th day of September  public in and for the state, personally appeared	, 2020, before me, the undersigned, a notary
public in and for the state, personally appeared	ori S. Caplan, personally known to me
or proved to me on the basis of satisfactory eviden	ce to be the individual whose name is subscribed
to the attached instrument and acknowledged to m	
and that by his/her signature on the instrument, the	e individual, or the person upon behalf of which
the individual acted, executed the instrument.	1

DANIELLE M. JONES
Notary Public, State of New York
No. 01JO6123784
Qualified in Albany County
Commission Expires 03/14/20

NOTARY PUBLIC

### SCHEDULE A

#### INSURANCE COVERAGE

- 1. Workers' Compensation and Employer's Liability Insurance: A policy or policies providing protection for employees in the event of job-related injuries or a waiver of the requirements of this insurance with such waiver to be issued by New York State.
- 2. General Liability Insurance: A policy or policies of comprehensive all-risk insurance including coverage for demolition of structures with limits of not less than:

Combined Single		
	\$1,000,000.00	
	\$1,000,000.00	
T/g	\$1,000,000.00	
	Tie .	



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/11/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed.

If SUBROGATION IS WAIVED, subjeted this certificate does not confer rights	ct to ti to the	he terms and conditions : e certificate holder in lieu	of th of st	ie pol uch er	lcy, certain p adorsement(s	olicies may s}.	require an endorseme	nt. As	tatement on
PRODUCER				CONT	ACT				
OneGroup NY, Inc					E (o. Ext): (518) 9		FAX		
Schenectady insuring Agency 155 Erie Blvd, PO Box 1044				CMAIL	ess: ddarmet		(A/C, No	<u>:                                    </u>	
Schenectady NY 12304-1044			1	AUDKI			<del></del>		Τ
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INSURED		WA	TCIT				nce Co of Ohio		13998
Watervliet City School District			- 1		ERB: Utica Na				43478
Business Office			r		er c : Republic	: Franklin ins	urance Co.		12475
1245 Hillside Drive Watervliet NY 12189			- 1	INSURI					
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INDICATED. NOTWITHSTANDING ANY R CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	EQUIRI PERTA	EMENT, TERM OR CONDITI AIN, THE INSURANCE AFFO IES. LIMITS SHOWN MAY HA	ON ( )RDE	OF AN'	Y CONTRACT THE POLICIE: REDUCED BY I	OR OTHER I S DESCRIBEI PAID CLAIMS.	DOCUMENT WITH RESPE	CT TO V	WHICH THIS
LTR TYPE OF INSURANCE	INSD	WVD POLICY NUMBER	R		POLICY EFF (MM/DD/YYYY)		LIMIT	rs	
A X COMMERCIAL GENERAL LIABILITY		CPP1672171			7/1/2020	7/1/2021	EACH OCCURRENCE DAMAGE TO RENTED	\$ 1,000	,000
CLAIMS-MADE X OCCUR	1 1						PREMISES (Ea occurrence)	\$ 1,000.	,000
<u></u>	1 1			i			MED EXP (Any one person)	\$ 10,00	0
				20			PERSONAL & ADV INJURY	\$1,000,	,000
GENL AGGREGATE LIMIT APPLIES PER:	]				ĺ		GENERAL AGGREGATE	\$ 3,000,	,000
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OTHER:	-							\$	
A AUTOMOBILE LIABILITY		BAC1672172		1	7/1/2020	7/1/2021	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000 \$	
X ANY AUTO							BODILY INJURY (Per person)		
OWNED SCHEDULED AUTOS				- 1			BODILY INJURY (Per accident)		
X HIRED X NON-OWNED AUTOS ONLY				i	j		PROPERTY DAMAGE (Per accident)	\$	
								\$	
B X UMBRELLA LIAB OCCUR		CULP1672173			7/1/2020		EACH OCCURRENCE	\$ 10,000	,000
EXCESS LIAB CLAIMS-MADE				- 1			AGGREGATE	\$ 10,000	,000
DED X RETENTION \$ 10,000								s	
C WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	İ	1674779			7/1/2020	7/1/2021	STATUTE ER		
ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A					[	E.L. EACH ACCIDENT	\$ 500,000	
(Mandatory in NH)						E.L. DISEASE - EA EMPLOY	E.L. DISEASE - EA EMPLOYEE	\$ 500,00	0
If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT	\$ 500,00	0
A Professional Liability	S	CPP1672171			7/1/2020	7/1/2021	,000,000,		
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ESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLI Certificate Holder is an Additional Insured wi	es (Aco hen rec	RD 101, Additional Remarks Sched quired by contract	dule, n	nay be a	etached if more s	pace is required			
ERTIFICATE HOLDER			C	ANCE	LLATION				
Albany County Dept of Heal	lh.		1	SHOUI	D ANY OF TH	DATE THER	SCRIBED POLICIES BE CAI EOF, NOTICE WILL BE PROVISIONS.	NCELLE DELIV	D BEFORE /ERED IN
175 Green Street			ALI	THORIZ	ED REPRESENTA	TIVE			

Albany NY 12202

		A	GENCY CUSTOMER	ID: WATCI1					
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AGENCY	A	DUITIONAL	REMARKS S	CHEDULE		Page	1	of	1
OneGroup NY, Inc.			NAMED INSURED	Cahaal District					
POLICY NUMBER			Watervliet City : Business Office	School District					
			1245 Hillside Dr						
CARRIER	<u> </u>	NAIC CODE	Watervliet, NY						
			EFFECTIVE DATE:	12109					
ADDITIONAL REMAR	KS	1,19	1 DITECTIVE DICIE.		<del></del>			·	
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FORM NUMBER: Acord 125			ficate of Liability	Insurance					
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Coverage applies per the followers	owing ic	orm(s):							
Commercial General Liability	y:								
CG 25 04 (05/09) - Designate	d Locat	ion(s) General A	Aggregate Limit						
CG 20 01 (04/13) - Primary a	nd None	contributory Oth	er Insurance Cond	lition					
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#### THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

# DESIGNATED LOCATION(S) GENERAL AGGREGATE LIMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

#### SCHEDULE

Designated	Designated Location(s):				
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Information r	equired to complete t	his Schedule, if not	shown above, will be sho	own in the Declarat	lons.

- A. For all sums which the insured becomes legally obligated to pay as damages caused by occurrences under Section I Coverage A, and for all medical expenses caused by accidents under Section I Coverage C, which can be attributed only to operations at a single designated location shown in the Schedule above:
  - A separate Designated Location General Aggregate Limit applies to each designated "location", and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
  - 2. The Designated Location General Aggregate Limit is the most we will pay for the sum of all damages under Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under Coverage C regardless of the number of:
    - a. insureds:

- b. Claims made or "sults" brought; or
- c. Persons or organizations making claims or bringing "suits".
- 3. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the Designated Location General Aggregate Limit for that designated "location". Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Location General Aggregate Limit for any other designated "location" shown in the Schedule above.
- 4. The limits shown in the Declarations for Each Occurrence, Damage To Premises Rented To You and Medical Expense continue to ap-ply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Location General Aggregate Limit.

- B. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I Coverage A, and for all medical expenses caused by accidents under Section I Coverage C, which cannot be attributed only to operations at a single designated "location" shown in the Schedule above:
  - Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-completed Operations Aggregate Limit, whichever is applicable; and
  - 2. Such payments shall not reduce any Designated Location General Aggregate Limit.
- C. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Designated Location General Aggregate Limit.
- D. For the purposes of this endorsement, the Definitions Section is amended by the addition of the following definition:
   "Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.
- E. The provisions of Section III Limits Of Insurance not otherwise modified by this endorsement shall continue to apply as stipulated.

#### THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

# PRIMARY AND NONCONTRIBUTORY - OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the Other Insurance Condition and supersedes any provision to the contrary:

### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

## THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

# EDUCATIONAL INSTITUTION COVERAGE ENDORSEMENT (EXCLUDING STUDENT MEDICAL EXPENSES)

This endorsement modifies insurance provided under the following:

#### COMMERCIAL GENERAL LIABILITY COVERAGE PART

With respect to the operation of any educational institution by you or on your behalf the insurance is amended as follows:

#### A. NEW JERSEY LAWS

The following applies only to a policy issued to an insured for exposures which exist in New Jersey: Such insurance as is afforded by the Policy applies to the obligations imposed upon you by N.J.S.A. 18A: 12-20; 18A: 16-6; and if permitted by law, 18A: 16-6.1.

#### **B. STATE OF NEW YORK LAWS**

The following applies only to a policy issued to an insured for exposures which exist in the State of New York:

Such insurance as is afforded by the Policy applies:

- To the obligations imposed upon you by Sections 3023, 3028, 3811 of the Education law of the State of New York; and
- To the obligations imposed upon you by Section 18 of the Public Officers Law of the State of New York, if you have elected, in accordance with the law, to come within its purview.

#### C. STUDENT MEDICAL EXPENSE EXCLUSION

The following exclusion is added to COVERAGE C (SECTION I):

We will not pay expenses for "bodily injury" to your student.

#### D. HOSPITAL EXCLUSION

The following exclusion is added to COVERAGES A and B (SECTION I):

If the educational institution owns or operates a clinic or hospital, this insurance does not apply to "bodily injury," "property damage," or "personal and advertising injury" caused by:

a. The rendering or failure to render:

- (1) Medical, surgical, dental, x-ray or nursing service or treatment, or the related furnishing of food or beverages:
- (2) Any health or therapeutic service, treatment, advice or instruction; or
- (3) Any service, treatment, advice or instruction for the purpose of appearance or skin enhancement, hair removal or replacement, or personal grooming.
- The furnishing or dispensing of drugs or medical, dental or surgical supplies or appliances; or
- c. The handling or treatment of dead bodies, including autopsies, organ donation or other procedures.

The term clinic as used in this endorsement does not include an infirmary with facilities only for lodging and treatment of students.

#### E. EXTENDED BODILY INJURY COVERAGE

Under Paragraph 2. Exclusions of Section - I Coverage A, the Expected Or Intended Injury exclusion is replaced by the following:

#### **Expected Or Intended Injury**

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured.

This exclusion does not apply to "bodily injury" resulting from:

- (1) The use of reasonable physical force to protect oneself or other persons from physical injury:
- (2) The use of reasonable physical force to protect the property of the educational institution or others; or
- (3) The use of reasonable physical force to restrain or remove a pupil whose behavior is interfering with the orderly exercise and performance of educational institution functions, powers and duties, if that pupil has refused to comply with a request to refrain from further disruptive acts.

The following is added only if the policy is issued to an insured for exposures which exist in New Jersey:

- (4) The use of force which is reasonable and necessary:
  - (a) To quell a disturbance, threatening physical injury to others; and/or
  - (b) To obtain possession of weapons or other dangerous objects upon the person or within the control of a pupil; and/or
  - (c) For the purpose of self-defense.

The following is added only if the policy is issued to an insured for exposures which exist in Georgia:

- (4) Corporal punishment administered to a student by a teacher, principal, or other executive or administrative official of the school or school punishment is:
  - (a) Administered without malicious intent and without intent to cause injury; and
  - (b) Administered in compliance with the school's or the school district's regulations governing corporal punishment.
- F. BODILY INJURY OR PROPERTY DAMAGE FROM POLLUTION - EDUCATIONAL INSTITU-TION ACTIVITIES WITHIN BUILDINGS

Under Paragraph 2. Exclusions of Section - I Coverage A, the following is added to part (1)(a) of the Pollution exclusion:

(iv) "Bodily injury" or "property damage" arising from activities and functions that are characteristic of, or distinctive to any educational institution curriculum or program which occur within buildings on educational institution premises of any insured. However, this exception does not apply to building operations, maintenance or repair.

This provision does not apply to exposures in the state of Vermont.

G. AIRCRAFT, AUTO OR WATERCRAFT EXCLU-SION REVISED (PROVIDES CERTAIN COV-ERAGES FOR NONOWNED WATERCRAFT AND MODEL AIRCRAFT)

Exclusion g. of COVERAGE A (SECTION I) is replaced by the following:

g. Aircraft, Auto or Watercraft

"Bodily injury" or "property damage" arising out of the ownership, maintenance, operation, use, loading or unloading, or entrustment to others of any aircraft, "auto" or watercraft that is owned, operated or hired by, or rented or loaned to, any insured. For the purpose of this exclusion, the word hired includes any contract to furnish transportation of students to and from schools.

This exclusion applies even if the claims against any insured allege negligence or other wrongdolng in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" involved the ownership, maintenance, use or entrustment to others of any aircraft, "auto" or watercraft that is owned or operated by or rented or loaned to any insured.

This exclusion does not apply to:

- (1) An aircraft that is:
  - (a) Hired, chartered or loaned to an insured with a paid crew; and
  - (b) Not owned by an insured;
- (2) A watercraft while ashore on premises you own or rent;
- (3) A watercraft you do not own that is:
  - (a) Not being used to carry persons or property for a charge which is intended to make a profit for your educational institution; and
  - (b) Not being used to furnish transportation of your students to and from schools.

Exceptions (1) and (3) to this exclusion g. do not apply, and exclusion g. is fully applicable, to any aircraft or watercraft to which any other insurance covering "bodily injury" or "property damage" is available to the insured. This is so whether the other insurance applies on a primary, excess, contingent or any other basis, except for any insurance specifically written as excess over this insurance.

- (4) Parking an "auto" on, or on the ways next to, premises you own or rent, provided the "auto" is not owned by or rented or loaned to you or the insured;
- (5) Liability assumed under any "insured contract" for the ownership, maintenance or use of aircraft or watercraft; or
- (6) "Bodily injury" or "property damage" arising out of the operation of any of the equipment listed in paragraph e.(1), f.(2) or f.(3) of the definition of "mobile equipment."

With respect to (5) above, "insured contract" does not include any contract to furnish transportation of your students to and from schools.

As used in this exclusion, aircraft means any contrivance used or designed for flight, except model or hobby aircraft not used or designed to carry people or cargo.

### H. EXTENDED PROPERTY DAMAGE COVERAGE

a. With respect to property in your care, custody or control, the following is added to Exclusion j. of COVERAGE A (SECTION I):

Paragraph (4) of this exclusion applies only to:

- (a) Liability assumed by you under any contract or agreement; or
- (b) "Property damage" to property which is:
  - (i) Owned or occupied by or rented to you; or
  - (ii) Held by you for sale or entrusted to you for storage or safe keeping.

Part (ii) does not apply to "property damage" arising from the use of elevators.

- Exclusion j.(4) under SECTION I -COVERAGE A. applies as follows:
  - (i) This exclusion always applies to "property damage" to property of others which occurs at premises you own, rent or control.
  - (ii) With respect to "property damage" to personal property of others which occurs away from premises you own, rent or control, this exclusion will apply only when the "property damage" is:
    - (a) To property which you have contracted to install;
    - (b) The direct result of the property being raised, lowered or otherwise moved by a crane;
    - (c) To "mobile equipment" or an "auto;"
    - (d) To that particular part of property which you are attempting to service or repair; or
    - (e) Covered by other insurance which will pay for the "property damage."
- c. The following are added to exclusion j. SECTION I COVERAGE A.:
  - Paragraphs (3), (4) and (6) of exclusion j. of SECTION I - COVERAGE A do not apply to the use of elevators.
  - (2) Paragraph (4) of this exclusion does not apply to "property damage," to borrowed equipment while not being used to perform operations at the job site.

This extended property damage liability coverage shall be excess insurance over any valid and collectible property insurance (including any deductible portion thereof) available to the insured. This applies to insurance such as, but not limited to, fire, extended coverage, builder's risk coverage or installation risk coverage. The other insurance condition of the policy is amended accordingly.

# I. PERSONAL AND ADVERTISING INJURY - CONTRACTUAL LIABILITY

Under Section I - Coverage B - Personal And Advertising Injury, the following is added to Exclusion e. Contractual Liability:

This exclusion does not apply to liability for damages assumed in a contract or agreement that is an "insured contract", provided the offense causing the "personal and advertising injury" was committed subsequent to the execution of the contract or agreement.

#### J. FIRE, LIGHTNING OR EXPLOSION DAMAGE

a. The last paragraph of COVERAGE A. (SECTION I) (after the exclusions) is replaced by the following:

Exclusions c. through n. do not apply to damage by fire, lightning or explosion to premises rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in SECTION III - LIMITS OF INSURANCE.

- b. Paragraph 6. of SECTION III LIMITS OF INSURANCE is replaced by the following:
  - 6. Subject to 5. above, the most we will pay under COVERAGE A. for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, while rented to you or temporarily occupied by you with permission of the owner, arising out of any one fire, lightning strike or explosion is the greater of:
    - (1) \$500,000; or
    - (2) The Damage To Premises Rented To You Limit shown in the Declarations.

The Damage To Premises Rented To You Limit applies to all loss or damage caused by or resulting from fire, lightning, or explosion; or any combination of these causes in a single incident.

- c. Paragraph 4.b.(1)(a)(ii) of SECTION IV -COMMERCIAL GENERAL LIABILITY CONDITIONS is replaced by the following:
  - (ii) That is Fire and Extended Coverage insurance for premises rented to you or temporarily occupied by you with permission of the owner;

# K. SUPPLEMENTARY PAYMENTS Under SUPPLEMENTARY PAYMENTS COVERAGES A AND B:

- a. The paragraph related to bail bonds is replaced by the following which increases the limit: Up to \$2,500 for the cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.
- b. The paragraph related to reasonable expenses incurred by the insured at our request is replaced by the following which increases the limit:
  All reasonable expenses incurred by the

All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit," including actual loss of earnings up to \$500 a day because of time off from work.

L. WHO IS AN INSURED (ADDS APPOINTED OR ELECTED OFFICIALS, STUDENTS FOR CERTAIN ACTIVITIES AND AUXILIARY INSTRUCTORS)

The following replaces SECTION II - WHO IS AN INSURED:

- 1. If you are designated in the Declarations as:
  - a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.
  - b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.
  - c. A limited liability company, you are an insured. Your members and your managers are also insureds, but only with respect to conduct of your business.
  - d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.

- 2. Each of the following is also an insured:
  - a. Your "employees", other than your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your members or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business.
  - b. Your "volunteer workers" and students who participate in internships, school-to-work or other similar programs, but only while acting:
    - (1) Under your direction and within the scope of duties for you; or
    - (2) Under your curriculum requirements. When used in this Coverage Form, "students who participate in internships, school-to-work or other similar programs" means a person who is not paid a fee, salary, or other remuneration.
  - Auxiliary instructors for any insured, but only while acting under the direction of, and within the scope of duties for such insured.

However, no "employee," "volunteer worker", auxiliary instructor or your members or your managers (if you are a limited liability company) is an insured for:

- (1) "Bodily injury" or "personal and advertising injury":
  - (a) To you, to your partners or members (if you are a partnership or joint venture), to your members or your managers (if you are a limited liability company), or to a co-"employee," co-"volunteer worker" or co-instructor while that co-"employee," co-"volunteer worker" or co-instructor is either in the course of his or her employment or while performing duties related to the conduct of your business or your curriculum requirements;
  - (b) To the spouse, child, parent, brother or sister of that co-"employee," co-"volunteer worker" or co-instructor as a consequence of paragraph (1)(a) above; or
  - (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in paragraphs (1)(a) or (1)(b) above.

- (2) "Property damage" to property owned, occupied or used by, rented or over which physical control is being exercised for any purpose by:
  - (a) Any of your "employees", "volunteer workers" or instructors; or
  - (b) You, or if you are a partnership or joint venture, any partner or member.
  - (c) Any member or manager if you are a limited liability company.
- d. Any of the following, but only with respect to their duties in connection with the positions described below:
  - (1) Any of your appointed or elected administrative officials;
  - (2) Any of your trustees or members of your Board of Governors if you are a private charitable or educational institution;
  - (3) Any of your board members or commissioners if you are a public board or commission; or
  - (4) Any student teachers teaching as part of their educational requirements.
- Any person (other than your "employee"), or any organization while acting as your real estate manager.
- f. Any person or organization having proper temporary custody of your property if you die, but only:
  - (1) With respect to liability arising out of the maintenance or use of that property; and
  - (2) Until your legal representative has been appointed.
- g. Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.
- As used in this endorsement, the term auxiliary instructor means any person acting in a teaching capacity who is neither an employee of nor a "volunteer worker" for an insured.
- 4. With respect to "mobile equipment" registered in your name under any motor vehicle registration law, any person is an insured while driving such equipment along a public highway with your permission. Any other person or organization responsible for the conduct of such person is also an insured.

but only with respect to liability arising out of the operation of the equipment, and only if no other insurance of any kind is available to that person or organization for this liability. However, no person or organization is an insured with respect to:

- a. "Bodily injury" to a co-"employee" of the person driving the equipment; or
- b. "Property damage" to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.
- 5. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:
  - a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.
  - b. Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and
  - c. Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

No person or organization is an insured with respect to the conduct of any current or past partnership or joint venture that is not shown as a Named Insured in the Declarations.

- 6. The following is added under SECTION II WHO IS AN INSURED:
  - a. Any organization, not shown in the Declarations as a Named Insured, which is a legally incorporated entity, if you own more than 50% of the outstanding securities representing the present right to vote for the election of its directors; or
  - b. Any organization, not shown in the Declarations as a Named Insured, which is a legally incorporated entity, if more than 50% of the outstanding securities representing the present right to vote for the election of its directors is owned by an organization described in paragraph 6.a. above; is also an insured.

The insurance afforded under paragraphs 6.a. and 6.b. applies only if no other insurance of any kind is available to such entity for this kind of liability.

M. ADDITIONAL INSUREDS - BY CONTRACT, AGREEMENT OR PERMIT - INCLUDING LESSOR OF LEASED EQUIPMENT, OWNER OF LEASED LAND, MANAGERS OR LESSORS OF PREMISES, ENGINEERS, ARCHITECTS AND SURVEYORS AND VENDORS

The following is added to SECTION II - WHO IS AN INSURED:

- a. Additional Insureds By Contract, Agreement or Permit
  - (1) Any person or organization with whom you have entered into a written contract, agreement or permit requiring you to provide insurance such as is afforded by Commercial General Liability Coverage Form will be an additional insured, but only with respect to liability arising out of your ongoing operations, "your work," or property owned or used by, or rented or leased to, you. The insurance afforded any additional insured under this paragraph M.a.(1) will be subject to all applicable exclusions or limitations described in paragraphs M.b.(1), (2), (3) and (4) and in M.c.(1), (2), (3), (4), (5), (6) and (7) below.
  - (2) Such insurance as is provided by paragraph M.a.(1) for any additional insured will be primary, if so required by the written contract, agreement or permit. Any other insurance available to such person or organization shall be excess over this insurance.

The Limits of Insurance applicable to the additional insureds are those specified in the written contract, agreement or permit or in the Declarations for this policy, whichever is less. These Limits of Insurance are inclusive of and not in addition to the Limits of Insurance shown in the Declarations.

(3) A person's or organization's status as an additional insured in connection with a written contract, agreement or permit under paragraphs M.a.(1), (2) and (3) ends when your operations for that additional insured are completed or the written contract, agreement or permit is terminated or expires.

#### b. Additional Exclusions or Limitations

#### (1) Lessor of Leased Equipment

If an equipment lessor is an additional insured as a result of the provisions of paragraphs M.a.(1), (2) and (3) above, the following additional exclusion applies:

This insurance does not apply to "bodily injury" or "property damage" arising out of the sole negligence of such additional insured.

#### (2) Owner of Leased Land

If an owner or other interest from whom land has been leased is an additional insured as a result of the provisions of paragraphs M.a.(1), (2) and (3) above, the following additional exclusions apply:

This insurance does not apply to:

- (a) Any "occurrence" that takes place after you cease to lease that land; or
- (b) Structural alterations, new construction or demolition operations performed by or for the owner or other interest from whom the land was leased.

#### (3) Managers or Lessors of Premises

If a manager or lessor of premises you rent or lease is an additional insured as a result of the provisions of paragraphs M.a.(1), (2) and (3) above, the following additional exclusions apply:

This insurance does not apply to:

- (a) Any "occurrence" that takes place after you cease to be a tenant in those premises; or
- (b) Structural alterations, new construction or demolition operations performed by or for the manager or lessor of those premises.

#### (4) Engineers, Architects or Surveyors

If an engineer, architect or surveyor is an additional insured as a result of the provisions of paragraphs M.a.(1), (2) and (3) above, the following additional exclusions apply:

This insurance does not apply to 'bodily injury," "property damage," or "personal and advertising injury" arising out of the rendering or falling to render any professional services by or for you, including:

- (a) The preparing, approving, or failing to approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- (b) Giving directions or instructions, or failing to give them, if that is the primary cause of injury.

#### (5) Vendor's of "Your Products"

- If a vendor of "your products" is an additional insured under this Coverage Part, such insurance as is provided to the additional insured applies only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and subject to the following additional exclusions:
- (a) This insurance afforded the vendor does not apply to:
  - (i) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability that the vendor would have in the absence of the contract or agreement;
  - (ii) Any express warranty unauthorized by you;
  - (iii) Any physical or chemical change in the product made intentionally by the vendor;
  - (iv) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container:
  - (v) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
  - (vi) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product; or

- (vii)Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor.
- (b) This insurance afforded the vendor does not apply to any person or organization from whom you have acquired such products, or any ingredient, part or container entering into, accompanying or containing such products.

No insurance will be provided under this vendors coverage if "bodily injury" or "property damage" under the "products-completed operations hazard" is excluded by any of the exclusions or other provisions of this Coverage Form or by any endorsement.

c. Such insurance as is afforded for any additional insured under paragraph M.a. or b. above is subject to all applicable exclusions of 2. Exclusions, COVERAGE A (Section I), other than exclusion b. Contractual Liability, to all exclusions or limitations stated with the coverage language, and to the following additional exclusions:

This insurance does not apply to:

- (1) The independent acts or omissions of such additional insured.
- (2) Any liability arising from injury or damage in connection with a contract or agreement executed or permit issued subsequent to:
  - (a) The occurrence of any "bodily injury" or "property damage"; or
  - (b) The commission of any offense which caused "personal and advertising injury."
- (3) Any liability arising from construction or demolition work or operations performed for you.
- (4) Construction or demolition activities within 50 feet of any railroad property and affecting any railroad bridge or trestle, track, road-bed, tunnel, underpass or crossing.
- (5) Any liability arising from injury or damage in connection with a permit Issued by a state or political subdivision if the liability is from operations performed for the state or political subdivision.

(6) Any liability from "bodily injury" or "property damage," arising out of "your work," which is included in the "productscompleted operations hazard." Paragraph (6) of this exclusion does not apply to such insurance as is provided by this endorsement during the policy period of the policy to which this Coverage Form is attached.

This additional exclusion M.c.(6) does not apply with respect to such vendors coverage as is provided under M.b.(5) above.

(7) Any person or organization included as an insured under any other provision of Section C. Who Is An Insured or included as an additional insured by any endorsement to this policy.

# N. LIMITED COVERAGE FOR PROFESSIONAL HEALTH CARE SERVICES

The insurance provided under Section I - Coverages A and B is amended as follows:

- "Bodily injury" arising out of providing or failing to provide professional health care services shall be deemed to be caused by an "occurrence"; and
- "Personal and advertising injury" arising out of providing or failing to provide professional health care services shall be deemed to be caused by an offense.

For the purpose of determining the Limits of insurance under Coverage A for this coverage, any act or omission together with all related acts or omissions in the furnishing of these services to any one person, will be considered one "occurrence".

The insurance provided by 1. and 2. above does not apply to "bodily injury" or "personal and advertising injury" caused by the willful violation of a penal statute or ordinance relating to the provision of professional health care services by or with the knowledge or consent of any insured.

# O. LIMITED COVERAGE FOR BODILY INJURY TO CO-EMPLOYEES, CO-VOLUNTEERS OR CO-INSTRUCTORS

1. a. The coverage provided by this Section of this endorsement is subject to the reduced limits stated below. These limits do not increase the Commercial General Liability Limits of Insurance stated in the Declarations. The reduced limits stated below are the total Limits of Insurance for all damages or medical expenses under Coverages A or C for the coverage provided by this Section of this endorsement.

#### Limits of Insurance for This Section:

General Aggregate Limit - \$25,000 Each Occurrence Limit - \$25,000

- b. The Employer's Liability exclusion under Paragraph 2. Exclusions of Section I Coverage A does not apply to the coverage provided by this Section of this endorsement.
- 2. Subject to the reduced limits above for such coverage as is provided by this Section of this endorsement, parts 2.a., b. and c. of Section L. of this endorsement, which modify part 2.a. of Section II Who Is An Insured of the Commercial General Liability Coverage Form, are replaced by the following:
  - a. Your "employees", other than your "executive officers," (if you are an organization other than a partnership, joint venture or limited liability company) or your members or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business.
  - b. Your "volunteer workers", but only while acting:
    - (1) Under your direction and within the scope of duties for you; or
    - (2) Under your curriculum requirements.
  - c. Auxiliary instructors for any insured, but only while acting under the direction of, and within the scope of duties for such insured.

However, no "employee", "volunteer worker" or auxiliary instructor or your members or your managers (if you are a limited liability company) is an insured for.

- (1) "Personal and advertising injury":
  - (a) To you, to your partners or members (if you are partnership or joint venture), to your members or your managers (if you are a limited liability company), or to a co-"employee", co-"volunteer worker" or cothat instructor while "employee", co-"volunteer worker" or co-instructor is either in the course of his or her employment or while performing duties related to the conduct of your business or your curriculum requirements;

- (b) To the spouse, child, parent, brother or sister of that co"employee", co-"volunteer worker" or co-instructor as a consequence of paragraph (1)(a) above; or
- (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in paragraphs (1)(a) or (1)(b) above.
- (2) "Property damage" to property owned, occupied or used by, rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by:
  - (a) Any of your "employees", 
    "volunteer workers" or 
    instructors; or
  - (b) You, or if you are partnership or joint venture, any partner or member; or
  - (c) Any member or manager if you are a limited liability company.

# P. DUTIES IN THE EVENT OF OCCURRENCE, OFFENSE, CLAIM OR SUIT

Under Section IV - Commercial Liability Conditions, Duties In The Event Of Occurrence, Offense, Claim Or Suit is replaced by the following:

Duties In The Event Of Occurrence, Offense, Claim Or Suit

- a. You must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:
  - (1) How, when and where the "occurrence" or offense took place;
  - (2) The names and addresses of any injured persons and witnesses; and
  - (3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

This paragraph a. applies only if one of the following knows of the "occurrence" or offense:

- (1) You;
- (2) A partner or member, if you are a partnership or joint venture;
- (3) A member or manager, if you are a limited liability company; or
- (4) An "executive officer" or insurance manager, if you are an organization other than a partnership, joint venture or limited liability company.

- b. If a claim is made or "suit" is brought against any insured, you must:
  - Immediately record the specifics of the claim or "suit" and the date received; and
  - (2) Notify us as soon as practicable.

You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

This paragraph b. will be considered to have been violated only if the violation occurs after the claim or "suit" is known to:

- (1) You;
- (2) A partner or member, if you are a partnership or joint venture;
- (3) A member or manager, if you are a limited liability company; or
- (4) An "executive officer" or insurance manager, if you are an organization other than a partnership, joint venture or limited liability company.
- c. You and any other involved insured must:
  - Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
  - (2) Authorize us to obtain records and other information:
  - (3) Cooperate with us in the investigation, or settlement of the claim or defense against the "suit"; and
  - (4) Assist us, upon our request, in the enforcement of any right against any person or organization that may be liable to the insured because of injury or damage to which this insurance may also apply.
- d. No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

# Q. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS

The following is added to Section IV - Commercial General Liability Conditions:

#### Unintentional Failure To Disclose Hazards

Failure of the insured to disclose all hazards existing as of the inception date of the policy shall not prejudice the rights of the insured as respects the insurance afforded by this policy if such failure or omission is not intentional.

#### **R. COVERAGE TERRITORY**

Under the **Definitions** Section, "coverage territory" is replaced by the following:

"Coverage territory" means:

- The United State of America (including its territories and possessions), Puerto Rico and Canada;
- b. International waters or airspace, provided the injury or damage does not occur in the course of travel or transportation to or from any place not included in a. above; or
- c. All other parts of the world if:
  - (1) The injury or damage arises out of:
    - (a) Goods or products made or sold by you in the territory described in a. above; or
    - (b) The activities of a person whose home is in the territory described in a. above, but is away for a short time on your business; and
  - (2) The insured's responsibility to pay damages is determined in a "suit" on the merits, in:
    - (a) The territory described in a. above;
    - (b) The Commonwealth of the Bahamas, Bermuda, Cayman Islands, and British Virgin Islands;

or in a settlement we agree to.

#### S. BODILY INJURY DEFINITION

Under the **Definitions** Section, "bodily injury" is replaced by the following:

"Bodily injury" means:

- a. Bodily injury, sickness or disease sustained by a person, including death resulting from any of these at any time; or
- b. Shock, mental anguish or mental injury, including death resulting therefrom, to a person who sustained bodily injury, sickness or disease; provided the shock, mental anguish or mental injury is a consequence of the bodily injury, sickness or disease.

# T. DAMAGE TO PROPERTY NOT PHYSICALLY INJURED

- a. Under the **Definitions** Section "impaired property" does not apply.
- Exclusions m. and n. under SECTION I -COVERAGE A are replaced by the following:
  - m. Loss Of Use Of Tangible Property

Loss of use of tangible property which has not been physically injured or destroyed, resulting from:

- A delay in or lack of performance by or on behalf of the named insured of any contract or agreement; or
- (2) The failure of "your product" or "your work" to meet the level of performance, quality, fitness or durability warranted or represented by or on behalf of the named insured;

but this exclusion does not apply to loss of use of other tangible property resulting from the sudden or accidental physical injury to or destruction of "your product" or "your work" after such products or work have been put to use by any person or organization other than an insured.

# n. Recall Of Products, Work Or Other Property

Damage claimed for any loss, cost or expense incurred by you or others for the loss of use, withdrawal, recall, inspection, repair, replacement, adjustment, removal or disposal of:

- (1) "Your product";
- (2) "Your work"; or
- (3) Any property which includes "your product" or "your work";

if such product, work, or property is withdrawn or recalled from the market or from use by any person or organization because of a known or suspected defect, deficiency, inadequacy or dangerous condition in it.

# U. PERSONAL AND ADVERTISING INJURY LIABILITY EXTENSION

Under the **Definitions** Section, "Personal and advertising injury" is replaced by the following:

"Personal and advertising injury" means injury including mental anguish, shock or humiliation; other than "bodily injury"; arising out of one or more of the following offenses:

- 1. False arrest, detention or imprisonment:
- 2. Malicious prosecution or abuse of process:
- 3. Wrongful entry into, or eviction of a person from, a room, dwelling or premises that the person occupies;
- Oral or written publication of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;
- Oral or written publication of material that violates a person's right of privacy;
- 6. The use of another's advertising idea in your "advertisement":

- 7. Infringing upon another's copyright, trade dress or slogan in your "advertisement"; or
- 8. Discrimination.

As used in this form, discrimination means the act of differentiation based on age, race, color, sex, religion, national origin, physical handicap or sexual preference which violates any applicable federal, state or local statute which pertains to discrimination.

But discrimination does not include:

- a. Acts of differentiation that cause injury to a person arising out of any:
  - (1) Refusal to employ that person;
  - (2) Termination of that person's employment; or
  - (3) Employment-related practices, policies, acts or omissions, such as coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation or discrimination directed at that person; or
- b. Acts of differentiation that cause injury to the spouse, child, parent, brother or sister of that person as a consequence of "bodily injury" to that person at whom any of the employment-related practices described in paragraphs (1), (2) or (3) above as directed.

Paragraphs a. and b. above apply:

- (1) Whether the "insured" may be liable as an employer or in any other capacity; and
- (2) To any obligation to share damages with or repay someone else who must pay damages because of the injury.
- c. Acts of differentiation involving any actual or alleged:
  - (1) Failure to provide an appropriate Individualized Education Program (IEP) pursuant to the Individuals with Disabilities in Education Act (IDEA) or any other similar federal, state, municipal or local statute, administrative rule, regulation or amendment thereto; or

(2) Violation of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, Article 89 of the New York Education Law, or any other similar federal, state, municipal or local statute, administrative rule, regulation or amendment thereto.

In the State of New York, the word discrimination as used above only means actual or alleged conduct:

- (a) That results in disparate impact; or
- (b) That you are vicariously liable for.

# V. TWO OR MORE COVERAGE FORMS OR POLICIES ISSUED BY US

The following is added to Section IV - Commercial General Liability Conditions:

If this Coverage Endorsement and any other Coverage Form or policy issued to you by us or any company affiliated with us apply to the same "occurrence" or offense, the aggregate maximum Limit of Insurance under all the Coverage Endorsements, Coverage Forms or policies shall not exceed the highest applicable Limit of under Insurance any one Coverage Endorsement, Coverage Form or policy. This Condition does not apply to any endorsement, Coverage Form or policy issued by us or an affiliated company specifically to apply as excess insurance over this endorsement.

This provision does not apply in New York.

#### W. LIBERALIZATION

If we adopt any revision that would broaden the coverage under this Coverage Part without additional premium within 45 days prior to or during the policy period, the broadened coverage will immediately apply to this Coverage Part.

#### STATE OF NEW YORK WORKERS' COMPENSATION BOARD

CERTIFICATE OF NYS WORKERS' COM	PENSATION INSURANCE COVERAGE
1a. Legal Name & Address of Insured (Use street address only) Watervliet City School District Business Office 1245 Hillside Drive Watervliet NY 12189	1b. Business Telephone Number of Insured     518-629-3200      1c. NYS Unemployment Insurance Employer     Registration Number of Insured
Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)	1d. Federal Employer Identification Number of Insured or Social Security Number
2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) Albany County Dept of Health 175 Green Street Albany NY 12202	3a. Name of Insurance Carrier Republic Franklin Insurance Co.  3b. Policy Number of entity listed in box "1a" 1674779  3c. Policy effective period  7/1/2020 to 7/1/2021  3d. The Proprietor, Partners or Executive Officers are included. (Only check box if all partners/officers included)  □ all excluded or certain partners/officers excluded.
This certifies that the insurance carrier indicated above in box "3" in compensation under the New York State Workers' Compensation Law. (on the INFORMATION PAGE of the workers' compensation insural this Certificate of Insurance to the entity listed above as the certificate has the certificate of Insurance Carrier will also notify the above certificate holder within or within 30 days IF there are reasons other than nonpayment of prescoverage indicated on this Certificate. (These notices may be sent by registing form is approved by the insurance carrier or its licensed agent, or earlier.  Please Note: Upon the cancellation of the workers' compensation pnamed on a permit, license or contract issued by a certificate holder,	To use this form, New York (NY) must be listed under Item 3A nce policy). The Insurance Carrier or its licensed agent will send older in box "2".  10 days IF a policy is canceled due to nonpayment of premiums niums that cancel the policy or eliminate the insured from the ular mail.) Otherwise, this Certificate is valid for one year after until the policy expiration date listed in box "3c", whichever is olicy indicated on this form, if the business continues to be the business must provide that certificate holder with a new
compensation under the New York State Workers' Compensation Law. (on the INFORMATION PAGE of the workers' compensation insura this Certificate of Insurance to the entity listed above as the certificate has the certificate of Insurance to the entity listed above as the certificate has the certificate has a state of Insurance Carrier will also notify the above certificate holder within or within 30 days IF there are reasons other than nonpayment of prescoverage indicated on this Certificate. (These notices may be sent by regithis form is approved by the insurance carrier or its licensed agent, or the earlier.	included. (Only check box if all partners/officers included)  □ all excluded or certain partners/officers excluded.  □ sures the business referenced above in box "la" for workers'  To use this form, New York (NY) must be listed under Item 3A nce policy). The Insurance Carrier or its licensed agent will send older in box "2".  10 days IF a policy is canceled due to nonpayment of premiums niums that cancel the policy or eliminate the insured from the ular mail.) Otherwise, this Certificate is valid for one year after until the policy expiration date listed in box "3c", whichever is olicy indicated on this form, if the business continues to be the business must provide that certificate holder with a new

coverage requirements of the New York State Workers' Compensation Law. Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by:	Pierre Morrisseau	
	(Print name of authorized representa	tive or licensed agent of insurance carrier)
Approved by:	Palte-	12/11/2020
	(Signature)	(Date)
Title:	CEO	
ne Number of aut	thorized representative or licensed agent of	insurance carrier: (315) 363-2100

Telepho epresentative or licensed agent of insurance carrier: (315) 363-2100

Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.

## Workers' Compensation Law

### Section 57. Restriction on issue of permits and the entering into contracts unless compensation is secured.

- 1. The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any compensation to any such employee if so employed.
- 2. The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter.



# Certificate of Attestation of Exemption from New York State Workers' Compensation and/or Disability and Paid Family Leave Benefits Insurance Coverage

\*\*This form cannot be used to waive the workers' compensation rights or obligations of any party. \*\*

The applicant may use this Certificate of Attestation of Exemption ONLY to show a government entity that New York State specific workers' compensation and/or disability and paid family leave benefits insurance is not required. The applicant may NOT use this form to show another business or that business's insurance carrier that such insurance is not required. Please provide this form to the government entity from which you are requesting a permit, license or contract. This Certificate will not be accepted by government officials one year after the date printed on the form.

In the Application of (Legal Entity Name and Address):

Watervliet City School District 1245 Hillside Dr Watervliet, NY 12189-2406

PHONE: 518-629-3203 FEIN: XXXXX9353

Business Applying For: Health Permit or License

From: Albany County Department of Health

#### Workers' Compensation Exemption Statement:

The applicant is NOT applying for a workers' compensation certificate of attestation of exemption and will show a separate certificate of NYS workers' compensation insurance coverage.

#### Disability and Paid Family Leave Benefits Exemption Statement:

The above named business is certifying that it is NOT REQUIRED TO OBTAIN NEW YORK STATE STATUTORY DISABILITY AND PAID FAMILY LEAVE BENEFITS INSURANCE COVERAGE for the following reason:

The applicant is a political subdivision that is legally exempt from providing statutory disability and/or paid family leave benefits coverage.

I, Darryl Whited, am the Director with the above-named legal entity. I affirm that due to my position with the above-named business I have the knowledge, information and authority to make this Certificate of Attestation of Exemption. I hereby affirm that the statements made herein are true, that I have not made any materially false statements and I make this Certificate of Attestation of Exemption under the penalties of perjury. I further affirm that I understand that any false statement, representation or concealment will subject me to felony criminal prosecution, including jail and civil liability in accordance with the Workers' Compensation Law and all other New York State laws. By submitting this Certificate of Attestation of Exemption to the government entity listed above I also hereby affirm that if circumstances change so that workers' compensation insurance and/or disability and paid family leave benefits coverage is required, the above-named legal entity will immediately acquire appropriate New York State specific workers' compensation insurance and/or disability and paid family leave benefits coverage and also immediately furnish proof of that coverage on forms approved by the Chair of the Workers' Compensation Board to the government entity listed above.

SIGN HERE

Signature:

Date:

Exemption Certificate Number 2020-040388



July 26, 2020

YS Workers Compensation Boa

#### Contract proposal between Thomas McKee and the Watervilet City School District

Thomas McKee, MS
Assistive Technology Consultant
19 Bacon Lane, Loudonville, NY 12211
518-269-2339
tommckee57@qmail.com

Sarah Horaczek
Director of Programs and Pupil Services
Watervliet City School District

Date: September 13, 2021

Dear Sarah,

Thomas McKee agrees to provide:

As of September 13, 2021 and for the duration of the 2021-22 school year Thomas will provide Assistive Technology Services in accordance with a plan developed by Thomas McKee and District contact. Assistive technology services are defined by the New York State Education Department and could include (1) the evaluation of the needs of a student with a disability, including a functional evaluation of the student in the student's customary environment; (2) purchasing, leasing, or otherwise providing for the acquisition of assistive technology devices by students with disabilities; (3) selecting, designing, fitting, customizing, adapting, applying, maintaining, repairing, or replacing assistive technology devices; (4) coordinating and using other theraples, interventions, or services with assistive technology devices, such as those associated with existing education and rehabilitation plans and programs; (5) training or technical assistance for a student with a disability or, if appropriate, that student's family; and (6) training or other technical assistance for professionals (including individuals providing education or rehabilitation services), employers, or other individuals who provide services to, employ, or are otherwise substantially involved in the major life functions of that student.

#### Terms of Agreement:

- Assistive technology services will be provided by a qualified Assistive Technology Specialist.
- This contract is limited for the 2021-22 school year or as determined by a specific student's IEP
- Thomas will adhere to the Watervliet School District documentation procedures and follow NYSED mandated protocol

#### Terms of Reimbursement:

- Service will be billed at a rate of
  - o \$400 per evaluation.
  - o \$125 per hour for consultations
  - Professional Development will be provided at a rate to be determined
- School District will be invoiced monthly for services provided.
- Thomas will be responsible for and relieve School District of employer/employee obligations such as, but not inclusive of, taxes, Workers Comp, NYS Disability & mandated benefits
- Included in the rate: all Assistive Technology Service components including mileage to and from service locations, teacher, student, therapist, and parent interviews if provided, any interactions, embedded coaching, or observations of the student, and a written summary report of each consultation with recommendations resulting from the consultation.
- Termination: Agreement will terminate upon written notice (mail or email) given to either party.

# CROSS CONTRACT REQUEST

School Year: 2021-2022

PART I - To be completed by the	district requesting the cross contract
School District Requesting Service:	Watervliet City SD
Address (Street, City, State, Zip): 1	245 Hillside Drive, Watervliet, NY 12189
	pecial Education programming and related services: ) 4:1:2, (4) 6:1:2, (2) TYP/6:1:1
From (name of BOCES providing sen	Ace): Questar III BOCES
NOTE: Signature indicates availability of 1 district budget to pay for said request §195	
Gald	Date: 8/19/21
Superintentient of Schools Signature FORWARD ALL COPIES TO YOUR LOCAL BOCE: ATTACH ALL NECESSARY ADDITIONAL INFORM	S DISTRICT SUPERINTENDENT (ATION I.e., numbers, names of participants, etc.)
PART II - To be completed by t	he LOCAL BOCES District Superintendent
It is hereby requested that cross-conf	
Questar III BOCES	BOCES to provide the service listed above.
Local BOCES District Superintendent's	Signature Date: August 23, 2021
BOCES Address: 900 Watervliet-Shall	DISTRICT SUPERINTENDENT OF THE
PART III - To be completed by	the District Superintendent of the BOCES providing the service
Co-Ser # 230	Activity 4230 Service Code (f applicable)
Title of Service	
Basis for charge (please check one) FTE RWADA	COMBINED RATE  PER PUPIL/UNIT: \$
Estimated Charge: \$ \$703,836.2	Date: 8/24/2021
Olstrict Superintendent's Signature of PLEASE PROCESS AS FOLLOWS: Ti	Providing BOCES  Also form is designed to be utilized by Districts for requesting services from BOCES other than their

PLEASE PROCESS AS FOLLOWS: This form is designed to be utilized by Districts for requesting services from BOCES other than their local BOCES. When all appropriate information & signatures have been obtained, the providing BOCES shall distribute copies as follows:

Providing BOCES Program Administrator / Requesting BOCES Business Administrator / Requesting Superintendent of Schools

# Watervliet City School District Watervliet, New York

### **BOARD OF EDUCATION**

#### **REGULAR MEETING**

Minutes

DATE:

September 9, 2021

**TYPE OF MEETING:** 

Regular Meeting

**MEETING OPENED:** 

6:03 PM

WHERE:

Livestream

**BOARD MEMBERS PRESENT:** 

President, Amanda Cavanaugh

Vice President, Sheri Senecal

Heather Soroka Mary Beth Whited Timothy Delisle

**SUPERINTENDENT:** 

Dr. Lori S. Caplan

The meeting was opened at 6:03 p.m., with President Cavanaugh officiating.

### **PUBLIC COMMENT**

There were no public comments.

#### REPORTS/COMMENTS

#### Watervliet 2021 Extended School Year Presentation

Sarah Horaczek

Mrs. Cavanaugh thanked and praised Mrs. Horaczek for being new and being the first person to present this school year. She added that she has heard a lot of great things about her in the community.

Mrs. Senecal thanked echoed Mrs. Cavanaugh's sentiments, adding that it is great to see that planning for special education students will be happening earlier in the year than it typically does.

#### A. SUPERINTENDENT'S REPORT

Dr. Caplan shared the following:

- Praise for Mrs. Horaczek, noting that she was impressed with how she handled a student today. She stated that Sarah is a great addition to the team.
- Thank you to the teachers who are back and the parents who are trusting us with their children. We have a pretty full house and it feels good. We are back to normal.
- Praise for administrators, teachers, support staff and cafeteria staff.
- We have two new bus drivers. Our first day was rough, but each day has gotten better.
- Building project is going well and progressing.

#### Mr. Stevens shared the following:

- We have between 80-90% of children in both buildings. Things are looking really good and we are excited.
- Introduced and welcomed Carmen Diaz, who will be joining our Administrative team as the Director of Curriculum. She will focus on curriculum and instructional work.

Ms. Diaz thanked everyone for the warm welcome and provided information on her background and experience. She added that she is looking forward to making a difference in our school community.

Mr. Stevens added that Ms. Diaz is currently working her educational doctorate.

Mrs. Cavanaugh welcomed Ms. Diaz to the district.

- Information on surveillance testing will be coming out soon. This would be for 20% of student population and any unvaccinated staff members. Per guidance from Dr. Whalen, any staff, regardless of vaccination status, should be surveillance tested. A large number of staff have volunteered to be surveillance tested when it is up and running.
- Whitney Young is back in our building 5 days a week. They are providing vaccinations and PCR testing.
- Reporting COVID numbers to the state dashboard will begin soon.

#### B. STUDENT COUNCIL REPORT

There was no Student Council report.

#### C. COMMITTEE REPORTS

#### i. Audit Committee

There was no Audit Committee report.

#### ii. Policy Committee

Second Reading of New Policies:

Password Policy
Wireless Device Policy

Second Reading of Revised Policies:

Confidentiality of Computerized Information
Internet Safety/Internet Content Filtering Policy
Use of Email in the School District
Staff Use of Computerized Information Resources
Smoking, Tobacco and Cannibis (Marijuana) Use

#### iii. SAVE Committee

There was no SAVE Committee report.

## **BOARD OF EDUCATION DISCUSSION**

Mrs. Whited stated that the administrators at the elementary school did a great job with the school opening, noting that she is there every day.

Mrs. Cavanaugh echoed Mrs. Whited's sentiments, adding that the same is true at the high school, where she has a seventh grader. She added that the staff has done a kick-ass job with school opening.

### **ITEMS REQUIRING BOARD ACTION**

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board accepted the **resignation** of **Janice Fiacco**, from the position of **Cafeteria Worker** at the **Watervliet Jr. – Sr. High School**, effective August 27, 2021, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board rescinded the appointment of Jordan Peluso to the position of Long-Term Substitute Elementary Teacher, Grade 3, at the Watervliet Elementary School, effective September 1, 2021, at a rate of \$150.00 per diem, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board rescinded the appointment of Leah Karn to the position of Long-Term Substitute Elementary Teacher, Grade 5, at the Watervliet Elementary School, effective September 1, 2021, at a rate of \$150.00 per diem, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board accepted the **resignation** of **Donna Marziani**, from the position of **Lunch Monitor** at the **Watervliet Elementary School**, effective August 19, 2021, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board accepted the **resignation** of **Ricardo Domena**, from the position of **Part-Time Night Cleaner** for the **Watervliet City School District**, effective August 23, 2021, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board rescinded the appointment of **Robin Nichols** from the position of **Full-Time Bus Driver** for the Watervliet City School District, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the **leave request** for **Kristin Lofink**, effective September 1, 2021 through the 2021 – 2022 school year, to return to work at the start of the 2022 – 2023 school year, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the probationary appointment of Carmen Diaz to the position of Director of Curriculum and Instruction, in the tenure area of Administration, for the Watervliet City School District, beginning October 18, 2021, at a Step 1 Principal salary, per contract. The probationary period shall expire on October 18, 2025, contingent upon satisfactory compliance with Education Law Sections 3012 and/or 3012-d. Carmen Diaz holds a certification as School District Leader (certificate #1517326211).

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the emergency probationary appointment of Gina DeCianni to the position of Elementary ENL Teacher, in the tenure area of ENL, at the Watervliet Elementary School, beginning September 1, 2021, at a Step 1 salary, plus master's degree and credit hours, as per contract. The probationary period shall expire on September 1, 2025, contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout his/her probationary period, consistent with the requirements of Education Law Sections 2509, 3012-c, and/or 3012-d. Gina DeCianni holds an English to Speakers of Other Languages, supplementary certification, (certificate #1440245201).

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the emergency probationary appointment of Nicholas Rivera to the position of Teaching Assistant, in the tenure area of Teaching Assistant, at the Watervliet Elementary School, beginning September 1, 2021, at a Step 1 salary, plus Associate or Bachelor degree stipends, as per contract. The probationary period shall expire on September 1, 2025, pending receipt of NYS certification, and contingent upon positive evaluations from his/her direct supervisor throughout his/her probationary period, consistent with the requirements of Education Law Sections 2509, 3012-c, and/or 3012-d.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the emergency probationary appointment of Robin Fryer to the position of Full-Time Bus Driver for the Watervliet City School District, at a rate of \$18.50 per hour, effective August 27, 2021, pending fingerprint clearance, as recommended by the Superintendent.

On a motion by Sheri Senecal seconded by Timothy Delisle and unanimously accepted, the Board postponed indefinitely the emergency probationary appointment of Sasha Morales-Carrington to the position of Cafeteria Worker, at the Watervliet Jr. – Sr. High School, for a probationary period beginning September 7, 2021 and ending September 7, 2022, pending fingerprint clearance, at an hourly rate of \$15.00, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the emergency probationary appointment of Michele Mossey-Valenti to the position of Lunch Monitor, at the Watervliet Elementary School, for a probationary period beginning September 7, 2021 and ending September 7, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the emergency probationary appointment of Deborah Lutz to the position of Lunch Monitor, at the Watervliet Elementary School, for a probationary period beginning September 7, 2021 and ending September 7, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the emergency probationary appointment of Misty Meacham to the position of Cafeteria Worker, at the Watervliet Elementary School, for a probationary period beginning September 1, 2021 and ending September 1, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the appointment of Jordan Peluso to the position of Long-Term Substitute Elementary Teacher, Grade 3, at the Watervliet Elementary School, effective September 1, 2021, at a Step 1 rate per contract, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the appointment of Leah Karn to the position of Long-Term Substitute Elementary Teacher, Grade 5, at the Watervliet Elementary School, effective September 1, 2021, at a Step 1 rate per contract, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the appointment of Victoria Mangold to the position of Long-Term Substitute Special Education Teacher at the Watervliet Elementary School, effective September 1, 2021, at a Step 1 rate per contract, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the appointment of Donna Cusack to the position of Long-Term Substitute Elementary Teacher, Grade 3, at the Watervliet Elementary School, effective September 21, 2021, at a rate of \$150.00 per diem, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the appointment of Jacob Hardy to the position of Long-Term Substitute Physical Education Teacher at the Watervliet Jr. – Sr. High School, effective August 30, 2021, at a rate of \$150.00 per diem, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the appointment of Dylan Lukowski to the position of Long-Term Substitute ELA Teacher at the Watervliet Jr. – Sr. High School, effective August 30, 2021, at a Step 1 rate per contract, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the appointment of Sarah Horaczek as Title IX Compliance Officer for the Watervliet City School District, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the following **teaching overage** for the **2021 – 2022** academic school year at the **Watervliet Jr. – Sr. High School**, as outlined in the attached, effective September 7, 2021, as recommended by the Superintendent:

• Ralph Carotenuto (+.2)

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the **appointment** of the following **Coaches** for the **2021–2022** school year, pending fingerprint clearance and fulfillment of NYSED coaching requirements, at a rate as per contract, as recommended by the Superintendent:

#### WATERVLIET JUNIOR-SENIOR HIGH SCHOOL

#### Coaching Fall:

Varsity Volleyball: Dan Short

Varsity Assistant Football: Gabriel Smith
Varsity Assistant Football: Marcus Hepp
Varsity Assistant Football: Zackery Deering
Volunteer Varsity Football: Justin Morris
Volunteer Varsity Football: Rodney Dukes
Volunteer Varsity Football: Corey Viscosi
Volunteer Varsity Football: William Ronan
Volunteer Varsity Football: Nathaniel Conlen
Volunteer Varsity Football: Wayne Hansbury, Jr.

Modified Assistant Football: Melique Garcia

Volunteer Cheerleading: Meaghan Hogan

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the **Substitute Registry** submitted by **BOCES**, as recommended by the Superintendent (packet #1).

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board accepted the Internal Claims Auditor Report for the month of August 2021, submitted by Michaeleen Backus, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the 2021 – 2022 Tax Warrant, submitted by Keith Heid, Business Manager, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the **payment requests**, submitted by Keith Heid, Business Manager, as recommended by the Superintendent:

#### WATERVLIET 2021 CAPITAL PROJECT – ADDITIONS & ALTERATIONS

Barton & Loguidice	Invoice 2327.001.002	\$2,632.04
CSArch (A/E)	Invoice # 3430	\$9,232.58
CSArch (CM)	Invoice #3431	\$20,273.54
DLC Electric, LLC	Payment App #004	\$113,026.25
Gallo Construction	Payment App #004	\$277,577.75
General Roofing Contractors	Payment App #003	\$232,526.25
R.F. Gorgon Mechanical LLC	Payment App #003	\$437,726.83

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the Day Service Tuition Agreement between the Watervliet City School District and LaSalle School, as outlined in the attached, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the Agreement for Services between the Watervliet City School District and Wildwood Programs, as outlined in the attached, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the revised Memorandum of Agreement between the Watervliet City School District and The Boys and Girls Clubs of the Capital Area, as outlined in the attached, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved the Board of Education Minutes for the meeting held August 12, 2021, submitted by Bernadette L. Boardman, Clerk of the Board, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the **Committee on Special Education's** recommendations for the meetings held August 4, August 5, August 10, August 11, August 20 and August 25, 2021, submitted by Veronica Bedard and Danielle Tetrault, CSE Chairs, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the **Committee on Pre-School Special Education's** recommendations for the meetings held August 9 and August 20, 2021, submitted by Sarah Horaczek, CPSE Chair, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** and **adopted** the following **policies**, as recommended by the Superintendent:

- Password Policy
- Wireless Device Policy
- Confidentiality of Computerized Information
- Internet Safety/Internet Content Filtering Policy
- Use of Email in the School District
- Staff Use of Computerized Information Resources
- Smoking, Tobacco and Cannibis (Marijuana) Use

The Board had an extensive discussion about the revised COVID-19 Layered Mitigation Plan as it relates to community use of the facilities while in a red zone. Specifically, the Board discussed youth sports that have typically used the facilities in the past, which would not be allowed under the current plan.

Dr. Caplan stated that she needed to go on the record by stating that she thinks it is really bad idea to allow them to play. She said we would be putting children at risk, if they quarantine they would miss more school after already having missed 18 months. As an educator and superintendent, she thinks kids are going to get sick, and she worries a lot.

After a lengthy discussion, the Board voted as follows:

On a motion by Timothy Delisle seconded by Mary Beth Whited and unanimously accepted, the Board postponed until September 15, the adoption of the revised COVID-19 Layered Mitigation Protocols: 2021 - 2022 for the Watervliet City School District, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the following **home schooling requests** for the **2021 – 2022 school year**, as recommended by the Superintendent:

Student	Grade	Parent/Guardian	
Za'kyi Burks	3	Le'Gena Burks	
Danielle Netto	10	Stanbania Emparan	
Gabrielle Epperson Hasan	2	Stephanie Epperson	

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board **approved** the following **Student Teacher** request at the **Watervliet Elementary School**, as outlined below, as recommended by the Superintendent:

Name(s)	Role	Cooperating Teacher(s)	Dates
Vanessa Fulmore	Student Teacher	Samantha Walsh	2021 Fall Semester
Dionna Taccetta	Student Teacher	Kara Cunningham	2021 Fall Semester

On a motion by Timothy Delisle seconded by Heather Soroka and unanimously accepted, the Board approved and adopted the attached Athletic Handbook 2021 – 2022 for the Watervliet Jr. – Sr. High School, as recommended by the Superintendent.

On a motion by Sheri Senecal seconded by Heather Soroka and unanimously accepted, the Board accepted, with thanks, a check from the **BelleJar Foundation** in the amount of \$46,674.00, to fund the **Pivot Program**, as recommended by the Superintendent.

On a motion by Heather Soroka seconded by Sheri Senecal and unanimously accepted, the Board accepted, with thanks the **donation** of **various school supplies**, from **Meaghan Rooney**, to be given to Watervliet Elementary students in need, as recommended by the Superintendent.

On a motion by Mary Beth Whited seconded by Timothy Delisle and unanimously accepted, the Board accepted, with thanks the **monetary donation** from **Kathy McGlone**, to the Watervliet Elementary School, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Mary Beth Whited and unanimously accepted, the Board accepted, with thanks the **donation** of **masks and hand sanitizers**, from **Capital District Physicians Health Plan**, to the Watervliet Elementary School, as recommended by the Superintendent.

On a motion by Timothy Delisle seconded by Sheri Senecal and unanimously accepted, the Board accepted, with thanks the **donation** of **school supplies**, from **Patricia Waterbury**, to be given to Watervliet Elementary students in need, as recommended by the Superintendent.

#### **EXECUTIVE SESSION**

On a motion by Timothy Delisle seconded by Mary Beth Whited and unanimously accepted, the Board adjourned to executive session at 6:54 p.m. to discuss the matters related to the discipline, dismissal or removal of a particular person.

#### **ADJOURNMENT**

On a motion by Mary Beth Whited seconded by Heather Soroka and unanimously accepted, the Board adjourned at 7:46 p.m.

Respectfully submitted,

Bernadette L. Boardman

Clerk of the Board

NOTE: All district appointments are subject to fingerprint clearance by the NYS Education Department and verification of Permanent or Pending Certification by NYS.

# Watervliet City School District Watervliet, New York

### **BOARD OF EDUCATION**

### SPECIAL MEETING

# **Minutes**

DATE:

September 15, 2021

**TYPE OF MEETING:** 

Special Meeting

**MEETING OPENED:** 

6:03 PM

WHERE:

Livestream

BOARD MEMBERS PRESENT: President, Amanda Cavanaugh

Vice President, Sheri Senecal (joined at 6:08 p.m.)

Heather Soroka Mary Beth Whited Timothy Delisle

SUPERINTENDENT:

Dr. Lori S. Caplan

The meeting was opened at 6:03 p.m., with President Cavanaugh officiating.

### **PUBLIC COMMENT**

There were no public comments.

### BOARD OF EDUCATION DISCUSSION

There was no Board of Education discussion.

#### **ITEMS REQUIRING BOARD ACTION**

On a motion by Heather Soroka seconded by Mary Beth Whited and unanimously accepted, the Board **approved** the **leave request** for **Michaeleen Backus**, to fill a one-year leave of absence teaching position, effective September 1, 2021 through the 2021 – 2022 school year, to return at the start of the 2022 – 2023 school year, as recommended by the Superintendent.

On a motion by Heather Soroka seconded by Mary Beth Whited and unanimously accepted, the Board **approved** the **appointment** of **Michaeleen Backus** to the position of **Long-Term Substitute Elementary Teacher**, **Grade 2**, at the **Watervliet Elementary School**, effective September 1, 2021, at a Step 1 rate per contract, as recommended by the Superintendent.

On a motion by Heather Soroka seconded by Mary Beth Whited and unanimously accepted, the Board approved the emergency probationary appointment of Paula Sharpe (Weaver) to the position of Lunch Monitor, at the Watervliet Elementary School, for a probationary period beginning September 9, 2021 and ending September 9, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.

On a motion by Heather Soroka seconded by Mary Beth Whited and unanimously accepted, the Board approved the probationary appointment of Amber Craver to the position of Cafeteria Worker, at the Watervliet Elementary School, for a probationary period beginning September 16, 2021 and ending September 16, 2022, at an hourly rate of \$15.00, as recommended by the Superintendent.

On a motion by Mary Beth Whited seconded by Timothy Delisle and unanimously accepted, the Board removed from the table the resolution on the Revised COVID-19 Layered Mitigation Protocols.

The Board discussed the revised COVID-19 Layered Mitigation Plan as it relates to community use of the facilities and allowing more spectators to attend games, while in a red zone. Comparisons with other district's plans were noted. It was decided that the community could use outdoor facilities, due to the protocols the district has put in place, but indoor use would not be allowed. It was also decided that requiring spectators to wear masks and provide proof of vaccination for entry would allow for a safe increase in capacity to 50% for outdoor sports. For indoor sports, it was decided that two spectators per player would be allowed if they were vaccinated, masked, and socially-distanced.

On a motion by Sheri Senecal seconded by Timothy Delisle and unanimously accepted, the Board approved and adopted, with additional modifications, the Revised COVID-19 Layered Mitigation Protocols: 2021 - 2022 for the Watervliet City School District, as recommended by the Superintendent.

Mrs. Cavanaugh thanked everyone for participating in the discussion, as we try to balance getting back to normal with keeping kids safe.

#### **ADJOURNMENT**

On a motion by Timothy Delisle seconded by Mary Beth Whited and unanimously accepted, the Board adjourned at 6:34 p.m.

Respectfully submitted,

Bernadette L. Boardman

Clerk of the Board

NOTE: All district appointments are subject to fingerprint clearance by the NYS Education Department and verification of Permanent or Pending Certification by NYS.

#### Contract proposal between Thomas McKee and the Watervliet City School District

Thomas McKee, MS
Assistive Technology Consultant
19 Bacon Lane, Loudonville, NY 12211
518-269-2339
tommckee57@gmail.com

Sarah Horaczek Director of Programs and Pupil Services Watervliet City School District

Date: September 13, 2021

Dear Sarah,

Thomas McKee agrees to provide:

As of September 13, 2021 and for the duration of the 2021-22 school year Thomas will provide Assistive Technology Services in accordance with a plan developed by Thomas McKee and District contact. Assistive technology services are defined by the New York State Education Department and could include (1) the evaluation of the needs of a student with a disability, including a functional evaluation of the student in the student's customary environment; (2) purchasing, leasing, or otherwise providing for the acquisition of assistive technology devices by students with disabilities; (3) selecting, designing, fitting, customizing, adapting, applying, maintaining, repairing, or replacing assistive technology devices; (4) coordinating and using other therapies, interventions, or services with assistive technology devices, such as those associated with existing education and rehabilitation plans and programs; (5) training or technical assistance for a student with a disability or, if appropriate, that student's family; and (6) training or other technical assistance for professionals (including individuals providing education or rehabilitation services), employers, or other individuals who provide services to, employ, or are otherwise substantially involved in the major life functions of that student.

#### Terms of Agreement:

- Assistive technology services will be provided by a qualified Assistive Technology Specialist.
- This contract is limited for the 2021-22 school year or as determined by a specific student's IEP
- Thomas will adhere to the Watervliet School District documentation procedures and follow NYSED mandated protocol

#### Terms of Reimbursement:

- Service will be billed at a rate of
  - o \$400 per evaluation.
  - \$125 per hour for consultations
  - Professional Development will be provided at a rate to be determined
- School District will be invoiced monthly for services provided.
- Thomas will be responsible for and relieve School District of employer/employee obligations such as, but not inclusive of, taxes, Workers Comp, NYS Disability & mandated benefits
- Included in the rate: all Assistive Technology Service components including mileage to and from service locations, teacher, student, therapist, and parent interviews if provided, any interactions, embedded coaching, or observations of the student, and a written summary report of each consultation with recommendations resulting from the consultation.
- Termination: Agreement will terminate upon written notice (mail or email) given to either party.

#### Confidentiality:

Policies and procedures for confidentiality should apply throughout the stages of collection, storage, disclosure, and destruction of records; including electronic records.

• Thomas is responsible for ensuring the confidentiality of personally identifiable information in records, including electronic records.

School-District Official Date

Thomas McKee Date

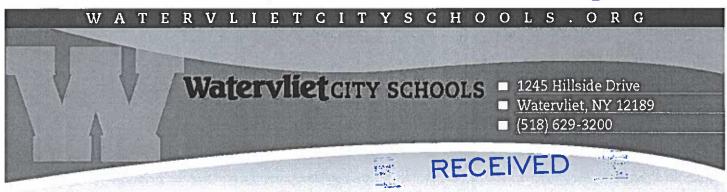
Assistive Technology Consultant

# **CROSS CONTRACT REQUEST**

School Year: 2021-2022

PART I - To be completed by the district requesting the cross contract
School District Requesting Service: Watervliet City SD
Address (Street, City, State, Zip): 1245 Hillside Drive, Watervliet, NY 12189
Service Requested:  Special Education programming and related services: (1) 4:1:2, (4) 6:1:2, (2) TYP/6:1:1
From (name of BOCES providing service): Questar III BOCES
NOTE: Signature indicates availability of funds in the district budget to pay for said request \$1950 4d. Estimated Cost \$ \$645,721.30 plus 9% administrative fee (\$58,114.92)
Superintendent of Schools Signature
FORWARD ALL COPIES TO YOUR LOCAL BOCES DISTRICT SUPERINTENDENT ATTACH ALL NECESSARY ADDITIONAL INFORMATION i.e., numbers, names of participants, etc.)
PART II - To be completed by the LOCAL BOCES District Superintendent
It is hereby requested that cross-contract arrangements be made with the
Questar III BOCES  BOCES to provide the service listed above.  Date: August 23, 2021  Local BOCES District Superintendent's Signature
BOCES Name: CAP Region BOCES  BOCES Address: 900 Watervliet-Shaker Rd Albany, NY 1220  FORWARD ALL COPIES TO THE DISTRICT SUPERINTENDENT OF THE PROVIDING BOCES
PART III - To be completed by the District Superintendent of the BOCES providing the service
Co-Ser # 230 Activity 4230 Service Code (fapplicable)
Title of Service
Basis for charge (please check one)    COMBINED RATE
Estimated Charge: \$ \$703,836.22 Other:  Date: 8/34/303/
District Superintendent's Signature of Providing BOCES
PLEASE PROCESS AS FOLLOWS: This form is designed to be utilized by Districts for requesting services from BOCES other than their local BOCES. When all appropriate information & signatures have been obtained, the providing BOCES shall distribute copies as follows:

Providing BOCES Program Administrator / Requesting BOCES Business Administrator / Requesting Superintendent of Schools



Dr. Lori S. Caplan Superintendent of Schools www.watervlietcityschools.org

To: Dr. Caplan

From: Ryan Groat, WJSHS PrincipaWATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE Date: 09/27/2021

Re: Student Teacher/Social Worker

Please accept my recommendation for a student social worker at WJSHS.

Brooke Saffle, a University at Albany, SUNY student, to be a student social worker in Mrs. Louisa Vaughan's social work office, for the Fall/Spring 2021 Semester.

SEP 27 2021

# ■ Watervliet Jr./Sr. High School

1245 Hillside Drive Watervliet, NY 12189 (518) 629-3300

■ Watervliet Elementary School 2557 10th Avenue Watervliet, NY 12189 (518) 629-3400

Business Office 1245 Hillside Drive Watervliet, NY 12189 (518) 629-3203



# WATERVLIET CITY SCHOOL DISTRICT Office of Human Resources

1245 Hillside Drive, Watervliet, New York 12189 Phone 518.629-3400

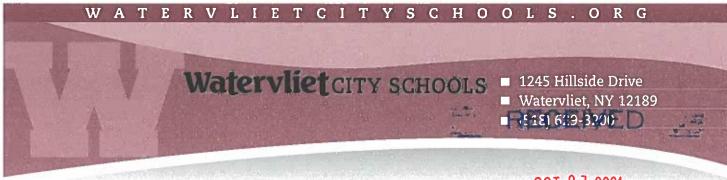
#### Confidentiality Agreement for Interns, Observers and Student Teachers

As an intern, observer, fellow, student teacher in the Watervliet City School District, an individual may have access to confidential student information. This information may relate to general items such as address and telephone number or to medical conditions, behavior issues and academic records. An individual may also observe situations that he/she does not immediately understand. This type of information about specific students cannot be shared with anyone outside of the school. Comments, concerns, and opinions regarding individual students and staff members should be discussed with a school administrator. Questions about discipline and behavior should also be shared promptly with the administrator and not others.

The school district welcomes the dedicated individuals who come into the schools to volunteer their time or complete professional qualifications. However, idle comments made about a student can be extremely harmful to that child. If the confidential protection afforded to students and staff members is broken, the individual named on this form will no longer be allowed to work in the school district. The district and our students expect the same professional concern regarding confidential information from volunteers and professionals in training as it does of its employees.

	Brooks Sallle	9/20/2021
Signature	$\omega$	Date

I understand the confidentiality agreement as outlined above and agree to adhere to it both during and after my presence in the Watervliet City School District.



Dr. Lori S. Caplan Superintendent of Schools

www.watervlietcityschools.org

■ Watervliet Jr./Sr. High School 1245 Hillside Drive

1245 Hillside Drive Watervliet, NY 12189 (518) 629-3300

Watervliet Elementary School

2557 10th Avenue Watervliet, NY 12189 (518) 629-3400

Business Office

1245 Hillside Drive Watervliet, NY 12189 (518) 629-3203 To: Dr. Caplan

From: Kelly Webster, WES Principal

Date: October 6, 2021 Re: Foster Gandparents OCT 07 2021

WATERVLIET CITY SCHOOL DISTRICT SUPERINTENDENT'S OFFICE

Please accept my recommendations for the Grandparent Program at WES for the 2021-2022 school year.

- 1. MaryAnn Thayer
- 2. Laura Allen
- 3. Frank Dolan

Thank You,

Kelly Webster, Principal Watervliet Elementary School 2557 10th Ave Watervliet, NY 12189 (518) 629-3400

"Every Student, Every Day"





# Fwd: OLD SmartBoard in WHS Library

1 message

 Mon, Sep 27, 2021 at 11:08 AM

Bernadette-

Please excise one smartboard from the library. It is obsolete.

Thank you.

Kirsten
Kirsten M. DeMento
Director of Educational Programs, Accountability & UPK
Watervliet City School District
2557 10th Ave. & 25th St.
Watervliet, NY 12189
(518) 629-3231
"Every Student...Every Day"

kdemento@vlietschools.org

------ Forwarded message ------

From: Allison Novotarski <anovotarski@vlietschools.org>

Date: Mon, Sep 27, 2021 at 10:20 AM Subject: Re: OLD SmartBoard in WHS Library To: Kirsten DeMento <kdemento@vlietschools.org>

SB680-R2-272893

#### Allison Novotarski

School Librarian

Computer Coordinator

Watervliet City School District

1245 Hillside Dr. Watervliet, NY 12189

518-629-3400

"Google can bring you back 100000 answers.

A librarian can bring you back the right one." Neil Gaiman