

Unofficial Minutes of the Board of Education

Date: **Wednesday, May 20, 2020 Regular Meeting**

Place: *Video Conference/Livestream*

Per Governor's Executive Order 202.1

Board Members Present: Dennis Carlson, Richard Drain, Kevin Bennett, Lynda Lowin
and Carre Doyle

Also present: Kyle Bower, Superintendent of Schools, Nancy Clark, District Clerk,
Tad Rounds, High School Principal, Joe Koehler, Elementary Principal, Joni Makowiec, District
Curriculum Coordinator/Director of Student Intervention Services, Jeff Martello, Justin Stock

I. Call to Order and Approve Agenda

APPROVE AGENDA

President Carlson called the meeting to order at 6:03 p.m.
He asked if there were additions /changes to the agenda.
There were none.

Unanimously Approved

On motion by Kevin Bennett, seconded by Carre Doyle:

RESOLVED: That the agenda for this meeting be approved.

II. Pledge of Allegiance

III. Welcome of Visitors and/or Guests

IV. Staff Recognition

V. Correspondence

1. Roy & Cindy Stocking, planting tree in the school's name in Pulteney

**VI. Approve Minutes of the Regular Meeting of April 22, 2020,
Budget Workshop of April 28, 2020 and Special Budget Meeting
of May 7, 2020**

APPROVE
MINUTES

Unanimously approved

On motion by Carre Doyle, seconded by Richard Drain:

RESOLVED: That the Board of Education of Hammondsport Central
School District approves the minutes of the Regular Meeting of April
22, 2020, Budget Workshop of April 28, 2020 and Special Budget
Meeting of May 7, 2020

VII. Reports

1. Joe Koehler, Elementary Principal
2. Tad Rounds, High School
3. Joni Makowiec, District Curriculum Coordinator/Director of Student Intervention Services
4. Kyle Bower, Superintendent

VIII. Financial Items

A. Reports

1. Treasurer's Report for April 2020

ACCEPT
TREASURER'S
REPORTS

On motion by Kevin Bennett, seconded by Richard Drain:

RESOLVED: That the Board of Education of Hammondspport Central School hereby accepts the Treasurer's Report for April 2020.

Unanimously approved

2. Trustees reviewed the Budget Status Report for April
3. Trustees reviewed the Warrant Report for April
4. Cafeteria Report for April
5. Trustees reviewed the Extracurricular Report for April and Quarterly Report

IX. Old Business

1. Approve First Reading of Policy #7540 Student Directory Information

APPROVE FIRST
READING OF POLICY
#7540 STUDENT
DIRECTORY
INFORMATION

On motion Kevin Bennett, seconded by Carre Doyle;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the final reading of Policy #7440 Student Voter Registration and Pre-Registration

Unanimously approved

2. Approve Final Reading of Policy #5676 Privacy and Security for Student Data and Teacher and Principal Data

Approve Final Reading of
Policy #5676 Privacy and
Security for Student Data
and Teacher and Principal
Data

On motion Carre Doyle, seconded by Richard Drain;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the Final Reading of Policy #5676 Privacy and Security for Student Data and Teacher and Principal Data

Unanimously approved

X. New Business

1. Approve appointment of the following persons to the Board of Registration for the purpose of overseeing and conducting school district voter registration and school district election(s) for the current school year: Theresa Stopka, Cheryl Berlin, Holly Badeau, Kim Davis

APPOINTMENT OF THE FOLLOWING PERSONS TO THE BOARD OF REGISTRATION FOR THE PURPOSE OF OVERSEEING AND CONDUCTING SCHOOL DISTRICT VOTER REGISTRATION AND SCHOOL DISTRICT ELECTION(S) FOR THE CURRENT SCHOOL YEAR: THERESA STOPKA, CHERYL BERLIN HOLLY BADEAU, KIM DAVIS

On motion Kevin Bennett, seconded by Lynda Lowin;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the appointment of the following persons to the Board of Registration for the purpose of overseeing and conducting school district voter registration and school district election(s) for the current school year: Theresa Stopka, Cheryl Berlin, Holly Badeau, Kim Davis

Unanimously Approved

2. Approve Cooperative Electricity Supply WFL 2021-12 Bid

APPROVE COOPERATIVE ELECTRICITY SUPPLY WFL 2021-12 BID

On motion by Richard Drain, seconded by Carre Doyle;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the Cooperative Electricity Supply WFL 2021-12 Bid

Unanimously Approved

3. Approve MOU between HESPA (Hammondsport Educational Support Personnel Association) and Hammondsport Central School - Continue Closure Due to COVID-19 Pandemic

APPROVE MOU BETWEEN HESPA (HAMMONDSPORT EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION) AND HAMMONDSPORT CENTRAL SCHOOL - CONTINUE CLOSURE DUE TO COVID-19 PANDEMIC

On motion by Lynda Lowin, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the MOU between HESPA (Hammondsport Educational Support Personnel Association) and Hammondsport Central School - Continue Closure Due to COVID-19 Pandemic

Unanimously Approved

4. Approve MOU between HESPA (Hammondsport Educational Support Personnel Association) and Hammondsport Central School - Vacation Time for 12-month staff - 2019-2020 school year

On motion Kevin Bennett, seconded by Lynda Lowin;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the MOU between HESPA (Hammondsport Educational Support Personnel Association) and Hammondsport Central School - Vacation Time for 12-month staff - 2019-2020 school year

APPROVE MOU
BETWEEN HESPA
(HAMMONDSPORT
EDUCATIONAL
SUPPORT PERSONNEL
ASSOCIATION) AND
HAMMONDSPORT
CENTRAL SCHOOL -
VACATION TIME FOR
12-MONTH STAFF - 2019-
2020 SCHOOL YEAR

Unanimously Approved

5. Approve MOU between HESPA (Hammondsport Educational Support Personnel Association) and Hammondsport Central School - Teacher Aides performing work as substitute teachers

On motion Lynda Lowin, seconded by Richard Drain;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the MOU between HESPA (Hammondsport Educational Support Personnel Association) and Hammondsport Central School - Teacher Aides performing work as substitute teachers

APPROVE MOU
BETWEEN HESPA
(HAMMONDSPORT
EDUCATIONAL
SUPPORT PERSONNEL
ASSOCIATION) AND
HAMMONDSPORT
CENTRAL SCHOOL -
TEACHER AIDES
PERFORMING WORK AS
SUBSTITUTE TEACHERS

Unanimously Approved

6. Approve MOU between HAA (Hammondsport Administrators' Association) and Hammondsport Central School - Continue Closure Due to COVID-19 Pandemic

On motion Lynda Lowin, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the MOU between HAA (Hammondsport Administrators' Association) and Hammondsport Central School - Continue Closure Due to COVID-19 Pandemic

Approve MOU between
HAA (Hammondsport
Administrators'
Association) and
Hammondsport Central
School - Continue Closure
Due to COVID-19
Pandemic

Unanimously Approved

7. Approve 2020-2024 Employment Agreement with Cheryl Berlin, Account Clerk

On motion Kevin Bennett, seconded by Carre Doyle;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2020-2024 Employment Agreement with Cheryl Berlin, Account Clerk

APPROVE 2020-2024
EMPLOYMENT
AGREEMENT WITH
CHERYL BERLIN,
ACCOUNT CLERK

Unanimously Approved

8. Approve 2020-2024 Employment Agreement with Nancy Clark, District Clerk/Secretary to the Superintendent

APPROVE 2020-2024
EMPLOYMENT
AGREEMENT WITH
NANCY CLARK,
DISTRICT
CLERK/SECRETARY TO
THE SUPERINTENDENT

On motion Richard Drain, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2020-2024 Employment Agreement with Nancy Clark, District Clerk/Secretary to the Superintendent

Unanimously Approved

9. Approve 2020-2024 Employment Agreement with Emery Cummings, Transportation Supervisor

APPROVE 2020-2024
EMPLOYMENT
AGREEMENT WITH
EMERY CUMMINGS,
TRANSPORTATION
SUPERVISOR

On motion Kevin Bennett, seconded by Carre Doyle;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2020-2024 Employment Agreement with Emery Cummings, Transportation Supervisor

Unanimously Approved

10. Approve 2020-2024 Employment Agreement with Don Gardiner, Building Maintenance Supervisor

Approve 2020-2024
Employment Agreement with
Don Gardiner, Building
Maintenance Supervisor

On motion Richard Drain seconded by Lynda Lowin;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2020-2024 Employment Agreement with Don Gardiner, Building Maintenance Supervisor

Unanimously Approved

11. Approve 2020-2024 Employment Agreement with Theresa Stopka, Senior Account Clerk

Approve 2020-2024
Employment Agreement with
Theresa Stopka, Senior
Account Clerk

On motion Lynda Lowin seconded by Carre Doyle;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the 2020-2024 Employment Agreement with Theresa Stopka, Senior Account Clerk

Unanimously Approved

XI. Personnel Report

PERSONNEL REPORT

A. Abolish Positions

None

Unanimously Approved

B. Resignations/Retirements/Leaves

None

C. Appointments

Gary Hargrave, 26-week probationary appointment as Groundskeeper, Step 1 of the current HESPA contract, at the rate of \$16.21/hr., effective July 1, 2020

On motion by Kevin Bennett; seconded by Lynda Lowin;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the Personnel Report

XII. Public Comment

None

XIII. Board Topics for Next Meeting

1. Recognition of Retirees

XIV. CSE/CPSE Recommendations

**CSE/CPSE
RECOMMENDA
TIONS**

On motion by Richard Drain; seconded by Lynda Lowin;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the CSE/CPSE Recommendations

Unanimously Approved

XV. Meetings/Dates

- June 1, 2020, 6:00pm - Public Hearing on the 2020-2021 Budget/Meet the BOE Candidate
- June 9, 2020 - 2020-2021 Budget and Trustee Vote via Absentee Ballot
- June 10, 2020- 6:00pm - Special BOE Meeting
- June 17, 2020, 6:00pm - Regular BOE Meeting

XVI. Adjourn

ADJOURN

On motion by Kevin Bennett, seconded by Lynda Lowin:

Unanimously Approved

RESOLVED: That the Board of Education of Hammondspport Central School District hereby adjourns this meeting. Time 7:51pm

By: _____
Nancy R. Clark
District Clerk

Unofficial Minutes of the Board of Education

Date: June 1, 2020

Type of Meeting: **PUBLIC HEARING ON BUDGET**

Place: *Video Conference/Livestream*
Per Governor's Executive Order 202.1

Board Members Present: Dennis Carlson, Kevin Bennett, Lynda Lowin,
Absent: Richard Drain, Carre Doyle

Others Present: Kyle Bower, Superintendent of Schools; Nancy Clark, District Clerk,
Alan Carpenter, Stacey Brezinski

I. Call to Order and Approve Agenda

President Carlson called to the meeting order at 6:03 p.m.

APPROVE
AGENDA

Unanimously Approved

On motion by Lynda Lowin, seconded by Kevin Bennett:
RESOLVED: That the agenda for this meeting be approved.

II. Pledge of Allegiance

III. Welcome of Visitors & Guests

IV. Introduction of Candidate

Mr. Carlson introduced Mrs. Lynda Lowin as the candidate running for the open, 5-year term.

V. Presentation of 2020-2021 Budget

Mr. Bower reviewed the budget power point presentation

VI. Audience Questions

1. Alan Carpenter – asked about the Special Education costs for students, and about a contingency budget.

ADJOURN
Unanimously approved

VII. Adjourn

On motion by Lynda Lowin seconded by Kevin Bennett:

RESOLVED: That this meeting of the Board of Education of Hammondsport Central School is hereby adjourned.

Time 7:02pm

By: _____
Nancy R. Clark
District Clerk

Unofficial Minutes of the June 9, 2020 Budget/Trustee Vote

The District Clerk declared the polls open at 12:00 noon.

Per Executive Order 202.26, the Special Meeting (Common Voting Day) for the inhabitants of Hammondspport Central School District was conducted solely by absentee ballot on **Tuesday, June 9, 2020**

The votes were tallied under the direction of the District Clerk.

The Clerk reported the results of the vote to the Board President

PROPOSITION #1 **2020-2021 Budget** \$14,887,079

Total **Yes** 780 **No** 127

PROPOSITION #2

ONE VACANT FIVE YEAR TERM WILL EXIST ON THE BOARD OF EDUCATION BEGINNING JULY 1, 2020

Lynda Lowin 829

Write-in votes 12

PROPOSITION #3

Total **Yes** 759 **No** 150

Authorization to Appropriate and Expend from Capital Reserve Fund and Purchase Motor Vehicles

PROPOSITION #4

Establishment of the 2020 Capital Reserve for Transportation

Total **Yes** 749 **No** 158

By: _____ June 17, 2020
Nancy R. Clark
District Clerk

HAMMONDSPORT CENTRAL SCHOOL

TREASURER'S REPORT

For period 5/1/2020 to 5/31/2020

GENERAL FUND

		BEGINNING BALANCE:	<u>\$5,827,236.71</u>	<u>\$5,827,236.71</u>
RECEIPTS	STATE AID ACCOUNT		\$820,675.65	
	TAX ACCOUNT		0.00	
	TRUST AND AGENCY FUND		\$1,128.24	
	SPECIAL AID FUND		\$526.14	
	SCHOOL LUNCH FUND		\$8,727.04	
	NYS DEPARTMENT OF HEALTH		\$0.00	
	PAYROLL ACCOUNT		\$1.74	
	STEUBEN COUNTY		\$267,360.85	
	FIVE STAR/TECHNOLOGY RESERVE		\$71,531.58	
	BATH CSD		\$250.00	
	DRAMA CLUB		\$221.00	
	SKI CLUB		\$642.67	
	SCHUYLER COUNTY		\$24,007.39	
	MISCELLANEOUS		\$1,195.00	
	INTEREST		\$1,128.60	
	TOTAL RECEIPTS:	<u>\$1,197,395.90</u>		<u>\$1,197,395.90</u>
DISBURSEMENTS	GROSS PAYROLL		\$490,480.38	
	WARRANTS		\$290,838.78	
	TRUST AND AGENCY FUND		\$0.00	
	SCHOOL LUNCH FUND		\$12,926.00	
	SPECIAL AID FUND		\$50,000.00	
	FIVE STAR/CAPITAL 2017 PROJECT		\$39,862.06	
	NEOPOST		\$50.00	
	CHECKS RETURNED FOR NOT SUFFICIENT FUNDS		\$0.00	
	TOTAL DISBURSEMENTS:	<u>\$884,157.22</u>		<u>(\$884,157.22)</u>
	FIVE STAR/GENERAL FUND CHECKING		\$2,590,159.86	
	FIVE STAR/TAX ACCOUNT		\$0.00	
	FIVE STAR/STATE AID ACCOUNT		\$118.55	
	FIVE STAR/GENERAL FUND INVESTMENT		\$3,550,196.98	
	ENDING BALANCE:	<u>\$6,140,475.39</u>		<u>\$6,140,475.39</u>

HAMMONDSPORT CENTRAL SCHOOL

TREASURER'S REPORT

For period 5/1/2020 to 5/31/2020

SCHOOL LUNCH FUND

	BEGINNING BALANCE:	<u>\$28,339.02</u>	<u>\$28,339.02</u>
RECEIPTS	NYS COMPTROLLER/GENERAL FUND	\$12,926.00	
	BREAKFAST/LUNCH/SNACK BAR REVENUE	\$0.00	
	PAYFORIT.COM	\$0.00	
	GENERAL FUND	\$0.00	
	TRUST AND AGENCY	\$0.00	
	ESSEN	\$585.00	
	MISCELLANEOUS	\$45.69	
	INTEREST.	\$0.90	
	TOTAL RECEIPTS:	<u>\$13,557.59</u>	<u>\$13,557.59</u>
DISBURSEMENTS	GROSS PAYROLL	\$8,234.85	
	WARRANTS	\$7,404.65	
	FIVE STAR/GENERAL FUND	\$8,727.04	
	FIVE STAR/TRUST AND AGENCY	\$0.00	
	CHECKS RETURNED FOR NOT SUFFICIENT FUNDS	\$0.00	
	TOTAL DISBURSEMENTS:	<u>\$24,366.54</u>	<u>(\$24,366.54)</u>
	FIVE STAR/SCHOOL LUNCH FUND ACCOUNT	\$17,530.07	
	ENDING BALANCE:	<u>\$17,530.07</u>	<u>\$17,530.07</u>

**HAMMONDSPORT CENTRAL SCHOOL
TREASURER'S REPORT**

For period 5/1/2020 to 5/31/2020

SPECIAL AID FUND

		BEGINNING BALANCE:	<u>\$44,921.49</u>	<u>\$44,921.49</u>
RECEIPTS	NYS COMPTROLLER/GENERAL FUND		\$0.00	
	FIVE STAR/GENERAL FUND		\$50,000.00	
	MISCELLANEOUS		\$0.00	
	INTEREST		\$1.25	
	TOTAL RECEIPTS:		<u>\$50,001.25</u>	<u>\$50,001.25</u>
DISBURSEMENTS	GROSS PAYROLL		\$24,163.82	
	WARRANT		\$10,790.53	
	FIVE STAR/GENERAL FUND		\$526.14	
	CHECKS RETURNED FOR NOT SUFFICIENT FUNDS		\$0.00	
	TOTAL DISBURSEMENTS:		<u>\$35,480.49</u>	<u>(\$35,480.49)</u>
	FIVE STAR/SPECIAL AID FUND		\$59,442.25	
	ENDING BALANCE:		<u>\$59,442.25</u>	<u>\$59,442.25</u>

HAMMONDSPORT CENTRAL SCHOOL

TREASURER'S REPORT

For period 5/1/2020 to 5/31/2020

TRUST AND AGENCY FUND

		BEGINNING BALANCE:	<u>\$512,846.86</u>	<u>\$512,846.86</u>
RECEIPTS	GROSS PAYROLL (GF, SCHL, SP AID)		\$522,879.05	
	HEALTH INSURANCE RECOVERIES-EMPLOYEE			
	RETIREES, COBRA		\$13,044.05	
	FIVE STAR/GENERAL FUND		\$0.00	
	VINE CITY		\$50.00	
	FIVE STAR/BOOKS IN HOMES		\$140.02	
	MISCELLANEOUS		\$0.00	
	INTEREST PAYROLL ACCOUNT		\$1.72	
	INTEREST TRUST AND AGENCY FUND		\$38.32	
	TOTAL RECEIPTS:		<u>\$536,153.16</u>	<u>\$536,153.16</u>
DISBURSEMENTS	NET PAYROLL (WARRANT)		\$7,961.10	
	NET PAYROLL (ACH DEPOSITS)		\$321,489.37	
	PAYROLL TAXES		\$137,724.32	
	WARRANT		\$31,174.72	
	NYS EMPLOYEE RETIREMENT SYSTEMS		\$1,493.48	
	HEALTH ECONOMICS		\$1,009.69	
	FIVE STAR/GENERAL FUND		\$1,129.98	
	CHECKS RETURNED FOR NOT SUFFICIENT FUNDS		\$0.00	
	TOTAL DISBURSEMENTS:		<u>\$501,982.66</u>	<u>(\$501,982.66)</u>
	FIVE STAR/TRUST AND AGENCY		\$547,015.64	
	FIVE STAR/PAYROLL ACCOUNT		\$1.72	
	ENDING BALANCE:		<u>\$547,017.36</u>	<u>\$547,017.36</u>

**HAMMONDSPORT CENTRAL SCHOOL
TREASURER'S REPORT**

For period 5/1/2020 to 5/31/2020

CAPITAL FUND

BEGINNING BALANCE: \$1,710,872.38 \$1,710,872.38

RECEIPTS FIVE STAR/GENERAL FUND \$39,862.06

INTEREST CAPITAL FUND ACCOUNT \$0.00
INTEREST CAPITAL OUTLAY ACCOUNT \$4.14
INTEREST CAPITAL PROJECT 2017 ACCOUNT \$138.15
INTEREST CAPITAL PROJ 2017 INVESTMENT \$0.00

TOTAL RECEIPTS: \$40,004.35 \$40,004.35

DISBURSEMENTS WARRANT (CAPITAL FUND ACCOUNT) \$0.00
WARRANT (CAPITAL OUTLAY ACCOUNT) \$36,209.25
WARRANT (CAPITAL PROJECT 2017 ACCOUNT) \$936,642.55
TRANSFER TO FIVE STAR/GENERAL FUND \$0.00
TRANSFER TO FIVE STAR/DEBT SERVICE \$0.00

TOTAL DISBURSEMENTS: \$972,851.80 (\$972,851.80)

FIVE STAR/CAPITAL FUND ACCOUNT \$0.00
FIVE STAR/CAPITAL OUTLAY ACCOUNT \$50,975.60
FIVE STAR/CAPITAL 2017 PROJECT ACCOUNT \$727,049.33
FIVE STAR/CAPITAL 2017 PROJ INVESTMENT \$0.00

ENDING BALANCE: \$778,024.93 \$778,024.93

HAMMONDSPORT CENTRAL SCHOOL

TREASURER'S REPORT

For period 5/1/2020 to 5/31/2020

OTHER DISTRICT OWNED ACCOUNTS

RESERVES	FIVE STAR/UNEMPLOYMENT RESERVE	\$0.00	
	FIVE STAR/ERS RESERVE	\$0.00	
	FIVE STAR/EBALR RESERVE	\$0.00	
	FIVE STAR/WORKERS COMP RESERVE	\$0.00	
	FIVE STAR/CAPITAL TRANSPORTATION RES	\$0.00	
	FIVE STAR/DEBT SERVICE RESERVE	\$0.00	
	FIVE STAR/CAPITAL TECHNOLOGY RESERVE	\$0.47	
	FIVE STAR/CAPITAL RESERVE (2014)	\$0.00	
	FIVE STAR/REPAIR RESERVE (2016)	\$0.00	
	FIVE STAR/TRS RESERVE (2019)	\$0.00	
	FIVE STAR/REPAIR RESERVE	\$0.00	
	TOTAL RESERVE FUNDS	\$0.47	<u>\$0.47</u>
SCHOLARSHIPS	FIVE STAR/LAWRENCE SCHOLARSHIP	\$30,494.19	
	FIVE STAR/KEELER SCHOLARSHIP	\$36,563.36	
	FIVE STAR/PARA SCHOLARSHIP	\$1,965.73	
	FIVE STAR/SIRRINE SCHOLARSHIP	\$21,258.43	
	FIVE STAR/MCCANN SCHOLARSHIP	\$0.00	
	FIVE STAR/WAGNER SCHOLARSHIP	\$2,430.90	
	FIVE STAR/TAYLOR SCHOLARSHIP	\$86,008.34	
	FIVE STAR/SCHROEDER-BETHKE SCHOLARSHIP	\$2,263.81	
	FIVE STAR/WAMBOLD SCHOLARSHIP	\$1,759.23	
	FIVE STAR/2018 SCHOLARSHIP	\$793.02	
	TOTAL SCHOLARSHIP FUNDS	\$183,537.01	<u>\$183,537.01</u>
INVESTMENTS	FIVE STAR/MINNERLY INVESTMENT	\$33,090.48	
	FIVE STAR MCCANN INVESTMENT	\$27,845.68	
	FIVE STAR/HS ATTENDANCE AWARD	\$213.73	
	FIVE STAR/UNEMPLOYMENT RES INVESTMENT	\$65,524.22	
	FIVE STAR/ERS RES INVESTMENT	\$620,016.93	
	FIVE STAR/EBALR RES INVESTMENT	\$823,638.75	
	FIVE STAR/WORKERS COMP RES INVESTMENT	\$131,782.13	
	FIVE STAR/TRANSP RES INVESTMENT	\$204,549.22	
	FIVE STAR/DEBT SERVICE RES INVESTMENT	\$17,226.33	
	FIVE STAR/TECHNOLOGY RES INVESTMENT	\$117,115.16	
	FIVE STAR/CAPITAL 2014 PROJECT RES INV	\$27,150.95	
	FIVE STAR/REPAIR 2016 RES INVESTMENT	\$28,612.88	
	FIVE STAR/TRS 2019 RES INVESTMENT	\$85,747.50	
	FIVE STAR/DEBT SERVICE FUND INVESTMENT	\$186,477.78	
	FIVE STAR/BOOKS IN HOMES	\$0.00	
	TOTAL INVESTMENT FUNDS:	<u>\$2,368,991.74</u>	<u>\$2,368,991.74</u>
	TOTAL RESERVES, SCHOLARSHIPS & INVESTMENTS:	<u>\$2,552,529.22</u>	<u>\$2,552,529.22</u>

HAMMONDSPORT CENTRAL SCHOOL
TREASURER'S REPORT

For period 5/1/2020 to 5/31/2020

CERTIFICATION

This is to certify that I have received these balances



DISTRICT CLERK

6/1/20

DATE

This is to certify that the cash balances are in agreement with the applicable bank statements as reconciled and noted



SUPERINTENDENT

6/1/2020

DATE

This is to certify that the cash balances are in agreement with the applicable bank statements as reconciled and noted



DISTRICT TREASURER

6/1/2020

DATE

Hammondsport Central School Board of Education Regular Meetings 2020-2021

All Meetings will be at 6:00 p.m. unless otherwise noted *

Wednesday, July 8, 2020	Organizational Meeting 6:00 p.m.
Wednesday, July 8, 2020	Regular Meeting to follow Reorg.
TBD	Special Meeting – Approve Tax Levy
Wednesday, August 26, 2020 *	BOE Retreat Noon-4:00pm
Wednesday, August 26, 2020	Regular Meeting
Wednesday, September 16, 2020	Regular Meeting
Wednesday, October 21, 2020	Regular Meeting
Wednesday, November 18, 2020	Regular Meeting
Wednesday, December 16, 2020	Regular Meeting
Wednesday, January 20, 2021	Regular Meeting
Wednesday, February 10, 2021	Regular Meeting
* (Early due to break)	
Wednesday, March 17, 2021	Regular Meeting
Wednesday, April 7, 2021 (Tentative)	Special Budget Meeting
Wednesday, April 21, 2021	Regular Meeting/BOCES vote
Tuesday, May 4, 2021	Public Hearing 6:00 p.m.
Tuesday, May 18, 2021	Budget/Trustee VOTE
Wednesday, May 19, 2021	Regular Meeting
Wednesday, June 16, 2021	Regular Meeting

OPEN REGISTRATION FOR VOTERS IS MAY 6, 2021 NOON – 5 P.M.

RESOLUTION

WHEREAS, by Executive Order dated March 7, 2020, the Governor of the State of New York (the "Governor") declared a disaster emergency in the State of New York with respect to the COVID-19 virus threat to the health and welfare of the residents and visitors to the State; and,

WHEREAS, on March 16, 2020, the Governor issued Executive Order 202.4 which directed all schools in the state of New York to close through April 1, 2020; and,

WHEREAS, through subsequent orders of the Governor including Executive Orders 202.11,, 202.14, 202.18 and 202.28 continued to direct all schools in the state of New York to remain closed through the remainder of the 2019-2020 school year; and,

WHEREAS, Executive Orders 202.4, 202.11, 202.14, 202.18, and 202.28 directed all schools and BOCES in the state of New York to provide, among other services, alternate instruction; and,

WHEREAS, Executive Orders 202.4, 202.11, 202.14, 202.18, and 202.28 declared that no school in the state of New York shall be subject to a diminution of school aid due to the failure to meet the 180 day in session requirement as a result of the COVID-19 outbreak provided that schools first use any vacation or snow days remaining; and,

WHEREAS, the District has continued to ensure adherence to all Executive orders and all other legal and contractual obligations, including, but not limited to the directive to hold classes during school breaks, which has effectively allowed the District to complete 180 days of instruction prior to the date originally set forth on the school calendar as the end of the 2019-2020 school year:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby adopts and approves the attached amended calendar for the District for the 2019-2020 school year in accordance with the aforementioned Executive Orders and all pertinent legal obligations.

SEPTEMBER 2019					OCTOBER 2019					NOVEMBER 2019				
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
2 Labor Day	3 Conf. Day	4 Conf. Day	5 1 st Day of School	6		1	2	3	4					1
9	10	11	12	13	7	8	9	10	11	4	5	6	7	8
16	17	18	19	20	14 Col. Day	15	16	17	18	11 Vets. Day	12	13	14	15
23	24	25	26	27	21	22	23	24	25	18	19	20	21	22
30					28	29	30	31		25	26	27 No School	28 Thanks giving	29 No School

DECEMBER 2019					JANUARY 2020					FEBRUARY 2020				
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
2 SD	3	4	5	6			1 Xmas Break	2 Xmas Break	3 Xmas Break					
9	10	11	12	13	6	7	8	9	10	3	4	5	6	7 SD
16	17	18	19	20	13	14	15	16	17	10	11	12	13	14
23 Xmas Break	24 Xmas Break	25 Xmas Break	26 Xmas Break	27 Xmas Break	20 MLK Day	21	22	23	24	17 Pres. Day	18 Winter Break	19 Winter Break	20 Winter Break	21 Winter Break
30 Xmas Break	31 Xmas Break				27 Conf. Day	28	29	30	31	24	25	26	27	28

MARCH 2020					APRIL 2020					MAY 2020				
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F
2	3	4	5	6			1	2	3					1
9	10	11	12	13	6	7	8	9	10	4	5	6	7	8
16 Conf. Day	17 SD	18	19	20	13	14	15	16	17	11	12	13	14	15
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22
30	31				27	28	29	30		25 Mem. Day	26	27	28	29

JUNE 2020				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15 LDS	16 SD	17 SD	18	19
22	23	24	25	26 Grad.

First day of school for students will be Thursday, September 5, 2019
 Last day of school for students will be Thursday, June 15, 2020

Shaded area indicates NO SCHOOL for students.

Nov. 27-29 Thanksgiving
 Dec. 23 -Jan. 3 Christmas Recess
 Feb. 17-21 Winter Recess

**5 Snow days built in*


	Staff	Students
Sept.	20	18
October	22	22
November	17	17
December	14	14
January	19	18
February	14	14
March	21	20
April	22	22
May	20	20
June	11	11
TOTAL	180	176

HAMMONDSPORT

Central School District

8272 Main Street Hammondsport NY 14840

Kyle C. Bower, Superintendent
Tad R. Rounds, Secondary Principal
Joe Koehler, Elementary Principal
607.569.5200
FAX: 607.569.5212

To: Board of Education
From: Kyle C. Bower, Superintendent 
Date: June 1, 2020
Re: Budget Transfer

Due to the savings in projected interest for the bond anticipation note we issued in December, we can utilize those savings to pay for other project related costs without impacting our general fund budget in any way. Therefore, I recommend the following:

I recommend the Board transfer \$58,000 from budget code 9731.600 BAN Interest to budget code 1310.400 Business Contractual Expenses. These funds will be used to pay the costs of our June 3rd Serial Bond Issuance that are currently budgeted in the project Incidental Budget. This will allow us to use the project Incidental Budget funds for additional construction items.

BOARD OF EDUCATION

Dennis R. Carlson, President

Richard L. Drain, Vice President

Lynda S. Lowin

Carre A. Doyle

Kevin W. Bennett

MEMORANDUM OF UNDERSTANDING
between the
HAMMONDSPORT CENTRAL SCHOOL DISTRICT
and
**THE HAMMONDSPORT EDUCATIONAL SUPPORT PERSONNEL
ASSOCIATION**

Perfect Attendance Incentive

THIS MEMORANDUM OF UNDERSTANDING is made by and between the Hammondsport Central School District (hereinafter the “District”) and the Hammondsport Educational Support Personnel Association (hereinafter the “Association”).

WHEREAS, the District and the Association entered into a Collective Bargaining Agreement governing all negotiable items between the District and the Association and for which is currently effective as of the date of this Agreement (hereinafter the “Collective Bargaining Agreement”);

WHEREAS, Article III, Paragraph (N) of the Collective Bargaining Agreement states as follows:

“1. Those employees who have perfect attendance for the school year shall receive a perfect attendance bonus at the conclusion of the school year. Such bonus shall be five hundred dollars (\$500). For purposes of this article, “perfect attendance” shall mean that the employee has used no leave as provided under Article V of this agreement, except for bereavement leave or Association business days. This payment is not part of the regular wage, and not subject to any wage increases.

2. Those employees who have perfect attendance, except for taking one (1) personal day during the course of the school year shall receive a perfect attendance bonus at the conclusion of the school year. Such bonus shall be two hundred fifty dollars (\$250). For purposes of this article, “perfect attendance” shall mean that the employee has used no leave as provided under Article V of this agreement, except for bereavement leave or Association business days.”

WHEREAS, the Governor issued Executive Order 202.4 on March 16, 2020 directing all schools to close in New York State through April 1, 2020 due to the COVID-19 pandemic (“COVID-19 Shutdown”);

WHEREAS, the Governor further issued Executive Orders 202.11, 202.14, 202.18 and 202.28 continuing the closure of schools through to the end of the 2019-2020 school year due to the COVID-19 pandemic (“Continued COVID-19 Shutdown”).

WHEREAS, due to the COVID-19 Shutdown and Continued COVID-19 Shutdown, Association members have either worked from home or reported to school on designated days as essential employees and were additionally compensated as an “essential employee.”

NOW THEREFORE, it is mutually agreed between the parties as follows:

1. Article III, Section (N) shall be modified as follows:

"1. Those employees who have perfect attendance for the school year shall receive a perfect attendance bonus at the conclusion of the school year. Such bonus shall be five hundred dollars (\$500). For purposes of this article, "perfect attendance" shall mean that the employee has used no leave as provided under Article V of this agreement, except for bereavement leave or Association business days. This payment is not part of the regular wage, and not subject to any wage increases.

2. Those employees who have perfect attendance, except for taking one (1) personal day during the course of the school year shall receive a perfect attendance bonus at the conclusion of the school year. Such bonus shall be two hundred fifty dollars (\$250). For purposes of this article, "perfect attendance" shall mean that the employee has used no leave as provided under Article V of this agreement, except for bereavement leave or Association business days.

3 The aforementioned perfect attendance bonus amounts will be prorated for any given school year based on the number of days that school is actually open for ordinary and regular business to all employees during their work year. An employee's perfect attendance will be measured on attendance during such time school is open for ordinary business to employees."

2. Any Association member having "perfect attendance" as defined by Article III, Paragraph (N) of the Collective Bargaining Agreement from the start of the 2019-2020 school year through to March 16, 2020 shall receive sixty-five percent (65%) of the payment specified in Paragraph (N) of the Collective Bargaining Agreement.
3. The calculation specified in Paragraph 2 hereinabove shall apply to the 2019-2020 school year due to the unique circumstances presented by the COVID-19 Shutdown.
4. This Agreement constitutes the complete agreement by and between the parties and may not be changed or modified except in writing executed by the same parties hereto.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed on the date herein written:

**HAMMONDSPORT CENTRAL
SCHOOL DISTRICT**

Kyle Bower
Its: Superintendent of Schools

Date: _____

**HAMMONDSPORT EDUCATIONAL
SUPPORT PERSONNEL ASSOCIATION**

BY:

Darcie Haynes
Darcie Haynes
Its: President

Date: 6-3-2020

MEMORANDUM OF UNDERSTANDING
between the
HAMMONDSPORT CENTRAL SCHOOL DISTRICT
and
THE HAMMONDSPORT TEACHERS' ASSOCIATION

Perfect Attendance Incentive for 2019-20 School Year

THIS MEMORANDUM OF UNDERSTANDING is made by and between the Hammondsport Central School District (hereinafter the "District") and the Hammondsport Teachers' Association (hereinafter the "Association").

WHEREAS, the District and the Association entered into a Collective Bargaining Agreement governing all negotiable items between the District and the Association and for which is currently effective as of the date of this Agreement (hereinafter the "Collective Bargaining Agreement");

WHEREAS, Article 9, Section 9.1(b) of the Collective Bargaining Agreement states as follows:

"(b) A teacher who has perfect attendance for the entire school year, exclusive of bereavement and/or conference days, will receive a payment based on an index of .01250 of the starting salary, rounded to the nearest ten dollars (\$10). (Perfect attendance is also defined as a teacher who arrives before or at the designated time and leaves on or after the designated time.)"

WHEREAS, the Governor issued Executive Order 202.4 on March 16, 2020 directing all schools to close in New York State through April 1, 2020 due to the COVID-19 pandemic ("COVID-19 Shutdown");

WHEREAS, the Governor further issued Executive Orders 202.11, 202.14, 202.18 and 202.28 continuing the closure of schools through to the end of the 2019-2020 school year due to the COVID-19 pandemic ("Continued COVID-19 Shutdown").

WHEREAS, due to the COVID-19 Shutdown and Continued COVID-19 Shutdown, teachers have worked from home and have not regularly reported to school at designated work times thereby making the application of the provision in Section 9.1(b) of the Collective Bargaining Agreement impossible to measure.

NOW THEREFORE, it is mutually agreed between the parties as follows:

1. Any Association member having "perfect attendance" as defined by Section 9.1(b) of the Collective Bargaining Agreement from the start of the 2019-2020 school year through to March 16, 2020 shall receive sixty-five percent (65%) of the payment specified in Section 9.1(b) of the Collective Bargaining Agreement.

2. The modification to Section 9.1(b) set forth in Paragraph 1 hereinabove applies only to the 2019-2020 school year due to the unique circumstances presented by the COVID-19 Shutdown and is not precedent setting or binding on either party.
3. The District and the Association agree that this Agreement is being entered into to address the perfect attendance provision for the 2019-2020 school year and does not address any other issue.
4. This Agreement constitutes the complete agreement by and between the parties and may not be changed or modified except in writing executed by the same parties hereto.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed on the date herein written:

**HAMMONDSPORT CENTRAL
SCHOOL DISTRICT**

BY: _____
Kyle Bower
Its: Superintendent of Schools

Date: _____

**HAMMONDSPORT TEACHERS'
ASSOCIATION**

BY: _____
Its: President

Date: _____

Cornell Office &
Rural School Program
Cornell University
Warren Hall 275 Flex
Ithaca, NY 14853
Office: 607-255-8709
Fax: 607-254-2896



JUN 08 2020

Latham Office
24 Century Hill Drive,
Suite 200-A
Latham, NY 12110
dal295@cornell.edu
Tel: 518-250-5710
Cell: 518-888-4598

Annual Dues Invoice: # 2021268

To:

Hammondsport Central School District
Kyle Bower, Superintendent of Schools
8272 Main Street, PO Box 368
Hammondsport, NY 14840

For: July 1, 2020 – June 30, 2021 Rural Schools Association Annual Membership...
\$750.00

Please return this form with your payment.

Annual Dues Invoice: #2021268

Dues Amount \$ 750.00

From:

Hammondsport Central School District
Kyle Bower, Superintendent of Schools
8272 Main Street, PO Box 368
Hammondsport, NY 14840

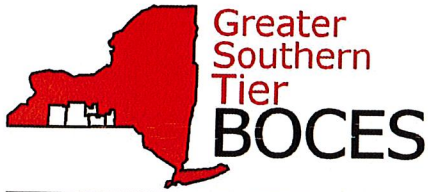
_____ **Authorization signature for Rural Schools Association**
services provided to district.

Please make checks payable to **Rural Schools Association**. Thank you!

Return to: Rural Schools Association
Warren Hall 275 Flex
Cornell University
Ithaca, NY 14853

Cornell CALS
College of Agriculture and Life Sciences

Communities Committed to Educational Excellence



Innovation in creating student success through cooperative services



THIS AGREEMENT made this 1st day of July 2020 by and between the Board of Cooperative Educational Services for the Sole Supervisory District of Schuyler-Steuben-Chemung-Tioga-Allegany County, party of the first part, and **Hammondsport Central School District**, party of the second part.

WITNESSETH, that whereas party of the first part has been duly authorized to provide the approved services listed on the attached contract for services and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.

NOW, THEREFORE, The said party of the first part hereby agrees to provide to the party of the second part the following services listed on the attached contract for services during the school year 2020-2021 at the cost indicated on the attached contract for services.

I certify that the foregoing resolution was duly adopted by the Board of Education of the Participant named therein at a duly convened meeting thereof, held upon due notice and in accordance with all applicable laws, charters, by-laws and ordinances, including but not limited to the Open Meetings Law, as follows:

Date of Meeting: _____

Vote: Yes _____ No _____ Abstaining/Absent _____

Clerk of Board of Education

Date

Greater Southern Tier Board of Cooperative Educational Services

Serving Schuyler, Steuben, Chemung, Tioga and Allegany Counties

Rush Campus: 459 Philo Road, Elmira, NY 14903 • Phone: 607-739-3581

GREATER SOUTHERN TIER BOCES
9579 VOCATIONAL DRIVE
PAINTED POST, NY 14870

Contract for Cooperative Educational Services

THIS AGREEMENT made this 1st day of July, 2020 by and between the GREATER SOUTHERN TIER BOCES, party of the first part, and HAMMONDSPORT CSD, party of the second part.

WITNESSETH, That whereas party of the first part has been duly authorized to provide the approved Services below and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.

NOW THEREFORE, The said party of the first part hereby agrees to provide to the party of the second part the following Services during the 2020-21 school year at the indicated cost:

Program/ Serial No.	Service	Basis for Current Contract				Current Fixed Cost	Initial Contract	Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	Cost Basis			
001.000	ADMINISTRATION	1.4300	0.0000	RWADA %		119,683.00	0.00	119,683.00
002.000	RENTAL OF FACILITIES	1.4300	0.0000	RWADA %		12,084.00	0.00	12,084.00
002.010	TRANSFER TO CAPITAL FUND	1.4300	0.0000	RWADA %		27,170.00	0.00	27,170.00
002.020	DEBT SERVICE - EPC	1.4300	0.0000	RWADA %		10,041.00	0.00	10,041.00
101.000	CAREER AND TECHNICAL EDUCATION	0.0000	0.0000	% OF AVG ENROLL		132,174.00	0.00	132,174.00
203.220	S/P 1:12:1-ACADEMIC DELAY	1.0000	30,317.0000	ACTUAL FTE		0.00	0.00	30,317.00
203.234	S/P 1:12:1-AD- RS CNSL	0.0000	0.0000	RATE/IND&GRP		3,440.00	0.00	3,440.00
204.000	Staffing 1:12:3	2.0000	34,543.0000	ACTUAL FTE		0.00	0.00	69,086.00
204.725	S/P 1:12:3 RS OT	0.0000	0.0000	RATE/IND&GRP		3,280.00	0.00	3,280.00
204.726	S/P 1:12:3 RS PT	0.0000	0.0000	RATE/IND&GRP		3,240.00	0.00	3,240.00
204.728	S/P 1:12:3 RS VISION	0.0000	0.0000	RATE/IND&GRP		10,480.00	0.00	10,480.00
204.729	S/P 1:12:3 RS SPEECH	0.0000	0.0000	RATE/IND&GRP		13,440.00	0.00	13,440.00
205.734	S/P 1:15 RS COUNSELING	0.0000	0.0000	RATE/IND&GRP		10,320.00	0.00	10,320.00
209.000	S/P 1:8:1	2.0000	33,735.0000	ACTUAL FTE		0.00	0.00	67,470.00
304.000	ITINERANT VISUALLY IMPAIRED	0.1200	103,200.0000	POOL % FTE REQ		0.00	0.00	12,384.00
313.000	ITINERANT INTERP FOR DEAF	1.0000	71,859.0000	POOL % FTE REQ		0.00	0.00	71,859.00
327.000	ITINERANT TEACHER OF THE DEAF	0.2000	126,041.0000	POOL % FTE REQ		-0.20	0.00	25,208.00
331.000	ITINERANT CONSULTANT TEACHER	0.2000	119,004.0000	POOL % FTE REQ		0.20	0.00	23,801.00

GREATER SOUTHERN TIER BOCES
9579 VOCATIONAL DRIVE
PAINTED POST, NY 14870

GREATER SOUTHERN TIER BOCES
HAMMONDSPORT CSD

School Year 2020-21

Contract for Cooperative Educational Services

Program/ Serial No.	Service	Basis for Current Contract			Current Fixed Cost	Initial Contract	Current Contract
		Quantity/ Share	Unit Cost	Cost Basis JULY 1 st #'s			
403.003	ALT ED - SECONDARY(MODEL A)	0.0000	0.0000	JULY 1 st #'s	49,334.00	0.00	49,334.00
409.000	ACADEMIC PRGS-DETENTION	1.0000	5,955.0000	PUPIL DAYS SVC	0.00	0.00	5,955.00
415.000	SUMMER SCHOOL-SECONDARY	0.0000	0.0000	PER COURSE REG	13,400.00	0.00	13,400.00
507.000	INTER SCHLSTIC SPORTS COORD-V	0.0000	0.0000	FLAT RATE	838.00	0.00	838.00
508.000	LIBRARY SERVICE/MEDIA (BASE)	1.0000	3,694.0000	PER DISTRICT	0.00	0.00	3,694.00
508.001	LIBRY SVC-DATABASES	0.0000	0.0000	AS USED	6,437.00	0.00	6,437.00
508.002	LIBRY SVC-COOPERATIVE COLLECTION DV	0.0000	0.0000	AS USED	250.00	0.00	250.00
511.000	PRINTING	0.0000	0.0000	LABOR 3 YR AVG	9,102.00	0.00	9,102.00
511.005	PRINTING - COURIER	3.0000	1,124.0000	# DAYS & STOPS	0.00	0.00	3,372.00
513.000	LIBRARY AUTOMATION (BASE)	2.0000	2,951.0000	PER LIBRARY	0.00	0.00	5,902.00
513.004	LIBRARY AUTOMATION-OPALS	0.0000	0.0000	PER LIBRARY	1,500.00	0.00	1,500.00
513.005	LIBRARY AUTOMATION-DPS	0.0000	0.0000	PER LIBRARY	400.00	0.00	400.00
514.000	EXTRA CURR COORD ACADEMIC ALL STARS	1.0000	978.0000	FLAT FEE/DISTR	0.00	0.00	978.00
516.000	PLANNING/INSTR-GRANT WRITING	0.1500	0.0000	FTE REQUESTED	15,416.00	0.00	15,416.00
518.000	COORDINATOR OF HOME INSTRUCTION	11.0000	103.0000	PER STUDENT FEE	0.00	0.00	1,133.00
520.000	COMPREHENSIVE SUPPORT SERVICES	0.2000	66,765.0000	% PARTICIPATION	0.00	0.00	13,353.00
528.000	IND-ED ACT COOR-CDC	421.0000	22.7050	BEDS ENROLL	0.19	0.00	9,559.00
537.000	SCH CURR-BASE	0.0000	0.0000	RWADA %	1,562.00	0.00	1,562.00
537.001	SCH CURR-WORKSHOPS	0.0000	0.0000	MAY 1st #'s	1,000.00	0.00	1,000.00
537.002	SCH CURR-DATA ANALYSIS	2.0000	2,377.0000	PER BUILDING	1,618.00	0.00	6,372.00
537.003	SCH CURR-LEADERSHIP	1.0000	1,000.0000	PER DISTRICT	0.00	0.00	1,000.00
537.007	SCH CURR-SUPT RETREAT	1.0000	300.0000	PER DISTRICT	0.00	0.00	300.00
537.008	SCH CURR-NYSCOSS	1.0000	135.0000	PER DISTRICT	0.00	0.00	135.00

GREATER SOUTHERN TIER BOCES
9579 VOCATIONAL DRIVE
PAINTED POST, NY 14870

Contract for Cooperative Educational Services

GREATER SOUTHERN TIER BOCES HAMMONDSPORT CSD	School Year 2020-21
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Program/ Serial No.	Service	Basis for Current Contract				Initial Contract	Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost		
537.010	SCH CURR-NETWORK TEAMS	2.0000	1,000.0000	PER BUILDING	0.00	0.00	2,000.00
537.012	SCH CURR-REGIONAL SCORING	0.0000	0.0000	PER BUILDING	3,500.00	0.00	3,500.00
550.591	COMPUTER SVC, INSTR W/ ERIE 1 BOCES	0.0000	0.0000	X-CONTRACT	38,618.00	0.00	38,618.00
551.594	SCH CURR-W/OCM BOCES	0.0000	0.0000	X-CONTRACT	8,184.00	0.00	8,184.00
555.591	MODEL SCHOOLS W/ERIE 1 BOCES	0.0000	0.0000	X-CONTRACT	4,792.00	0.00	4,792.00
559.693	SUBSTANCE ABUSE INFO W/ TST	0.0000	0.0000	X-CONTRACT	260.00	0.00	260.00
569.495	INTER-SCHOL COOR-W/ WFL BOCES	0.0000	0.0000	X-CONTRACT	2,590.00	0.00	2,590.00
581.492	STAFF DEV: CERT & ADMIN W/ ERIE 2	0.0000	0.0000	X-CONTRACT	3,620.00	0.00	3,620.00
588.495	CURRICULUM DEVELOPMENT W/WFL BOCES	0.0000	0.0000	X-CONTRACT	8,000.00	0.00	8,000.00
602.001	HLTH COORD-STEUBEN PLAN	0.0000	0.0000	FEE/ENROLLEE	12,419.00	0.00	12,419.00
602.002	WORKERS COMP COORD	0.0000	0.0000	FLAT RATE	3,050.00	0.00	3,050.00
605.007	CSC-ON-LINE	0.0000	0.0000	PER DEMARC	800.00	0.00	800.00
605.008	CSC-ON-LINE/DIST SPEC	0.0000	0.0000	DIST REQUESTS	16,000.00	0.00	16,000.00
605.009	CSC-DOC IMAGING	0.0000	0.0000	RWADA %	3,910.00	0.00	3,910.00
605.010	CSC-STUDENT MGT SYS-BASE	0.0000	0.0000	BEDS ENROLL	250.00	0.00	250.00
605.015	CSC-TEST SCORING-BASE	0.0000	0.0000	# TESTS SCORE	200.00	0.00	200.00
605.016	CSC-TEST SCORING-DIST SPEC	0.0000	0.0000	DIST REQUESTS	4,000.00	0.00	4,000.00
605.021	CSC-CAFETERIA POS-BASE	0.0000	0.0000	BEDS ENROLL	2,121.00	0.00	2,121.00
605.022	CSC-CAFETERIA POS-DIST SPEC	0.0000	0.0000	DIST REQUESTS	495.00	0.00	495.00
605.024	CSC-MEDICAID REIMBURSEMENT	0.0000	0.0000	BEDS ENROLL	3,249.00	0.00	3,249.00
605.030	CSC-ENHANCED MEDICAID COORDINATION	0.0000	0.0000	BEDS ENROLL	4,092.00	0.00	4,092.00
605.033	CSC-FINANCIAL	0.0000	0.0000	PER TRANSACT	17,089.00	0.00	17,089.00
605.035	TAX BILL PRINTING AND COLLECTION	0.0000	0.0000	PER TAX BILL	4,060.00	0.00	4,060.00
608.000	NEGOTIATIONS (LABOR RELATIONS)	111.0000	0.0000	FLAT RATE* # EM	18,591.00	0.00	18,591.00

GREATER SOUTHERN TIER BOCES
9579 VOCATIONAL DRIVE
PAINTED POST, NY 14870

Contract for Cooperative Educational Services

GREATER SOUTHERN TIER BOCES HAMMONDSPT CSD	School Year 2020-21
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Program/ Serial No.	Service	Basis for Current Contract				Current Fixed Cost	Initial Contract	Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost			
609.000	SAFETY/RISK MGT-BASE	0.0000		0.0000	FLAT RATE	1,500.00	0.00	1,500.00
609.002	SAFETY/RISK MGT-TRAINING	111.0000		19.8500	# DIST EMPL	-0.35	0.00	2,203.00
609.003	SAFETY/RISK MGT-OPTION A TESTING	0.0000		0.0000	FLAT RATE	3,000.00	0.00	3,000.00
609.004	SAFETY/RISK MGT-ASBESTOS SERVICE	0.0000		0.0000	SQ FOOTAGE	1,252.00	0.00	1,252.00
609.005	SAFETY/RISK MGT-FIRE/STRUCT INSPECT	0.0000		0.0000	SQ FOOTAGE	1,089.00	0.00	1,089.00
609.007	SAFETY/RISK MGT-NAVIGATE	0.0000		0.0000	PER SITE	900.00	0.00	900.00
612.000	CBO-BASE	0.0000		0.0000	RWADA %	94,258.00	0.00	94,258.00
612.001	CBO-DISTRICT SPECIFIC NON-AIDABLE	0.0000		0.0000	DIST REQUESTS	2,200.00	0.00	2,200.00
615.592	PLING SVCS MGMT (ST AID) W/QUESTAR	0.0000		0.0000	X-CONTRACT	3,445.00	0.00	3,445.00
617.000	SCHOOL FOOD MANAGEMENT: CENTRAL	0.0000		0.0000	FTE OF LABOR	42,400.00	0.00	42,400.00
618.000	GASB-75 PLANNING AND VALUATION SERV	0.0000		0.0000	FLAT FEE/CONTR	3,825.00	0.00	3,825.00
623.000	COOP AD/RECRUITING-BASE	0.0000		0.0000	% FTE ON PARTIC	498.00	0.00	498.00
623.001	COOP AD/RECRUITING-DIST SPEC	0.0000		0.0000	FLAT FEE	1,502.00	0.00	1,502.00
624.000	STAFF DEV: BOARD OF ED	1.0000		1,000.0000	PER DIST/BOARD	0.00	0.00	1,000.00
629.591	COMPUTER SERVICE:MGMT W/ ERIE 1 BOC	0.0000		0.0000	X-CONTRACT	191,488.00	0.00	191,488.00
638.495	COOP BIDNG COORD(ENERGY)W/MFL	0.0000		0.0000	X-CONTRACT	1,444.00	0.00	1,444.00
659.591	POLICY MANUAL SERVICE-ERIE 1	0.0000		0.0000	X-CONTRACT	4,650.00	0.00	4,650.00
837.021	SUMMER SCHOOL MULTI OPT	1.0000		4,668.0000	FTE	0.00	0.00	4,668.00

GREATER SOUTHERN TIER BOCES
9579 VOCATIONAL DRIVE
PAINTED POST, NY 14870

GREATER SOUTHERN TIER BOCES
HAMMONDSPORT CSD
School Year 2020-21

Summary:

Total of Service Costs - All Funds: 1,150,723.00 (Except 001/002)
Capital Costs: 49,295.00 (CoSer.002)
Adm. & Clerical Costs: 119,683.00 (CoSer.001)
Total Contract Costs: 1,319,701.00

The party of the second part hereby agrees to pay the total contract cost to the party of the first part according to the following schedule:

This contract shall not be valid or binding until it is approved by the Commissioner of Education. IN WITNESS WHEREOF, the parties have set their hands the day and year above written.

GREATER SOUTHERN TIER BOCES
Signature, President and/or Clerk, BOCES (Party of the First Part)
9579 VOCATIONAL DRIVE, PAINTED POST, NY, 14870
(Post Office Address)
HAMMONDSPORT CSD
Signature, President and/or Clerk, Board of Education (As Authorized) (Party of the Second Part)
PO BOX 368, HAMMONDSPORT, NY, 14840
(Post Office Address)



220 Alexander St.
Suite 400
Rochester, NY 14607

Services Agreement Reinstatement

Name of Employer: Hammondsport Central School District

The Services Agreement for the fiscal year Jul 1, 2019 – Jun 30, 2020 entered into by your organization and U.S. OMNI is hereby reinstated and amended for the fiscal year Jul 1, 2020 - Jun 30, 2021 with the following fee schedule below:

FEE SCHEDULE FOR 2020-2021 YEAR

Billing Type: Preferred Provider Program (P3) - Exclusive

<u>Description</u>	<u>No. of Accounts</u>	<u>Rate</u>	<u>Annual Amount</u>
<u>P3 Administrative Fee</u>		\$ 1,500.00	\$ 1,500.00
<u>Non-P3 Service Provider 403(b)*</u>	0	\$ 36.00	\$ 0.00
<u>457(b) Accounts</u>	2	\$ 0.00	Included
<u>Vanguard Accounts**</u>	0	\$ 36.00	\$ 0.00
<u>Total 2020-2021</u>			<u>\$ 1,500.00</u>

**Includes 403(b) ROTH Accounts if allowed*

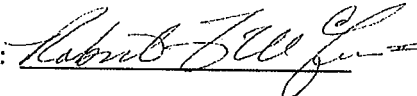
***If Vanguard is a participating service provider in Employer's plan, Employer reinstates one of the following alternatives: 1. Vanguard is ineligible for new accounts and Employer shall be responsible for applicable TPA fees; 2. Vanguard is eligible for new accounts and Employer shall be responsible for applicable TPA fees; 3. Vanguard is eligible for new accounts and Employer directs Vanguard to pay applicable TPA fees by charging an equal fixed dollar amount to each plan participant.*

EMPLOYER:

OMNI FINANCIAL GROUP, INC. d/b/a U.S.

OMNI

By: _____

Name: 

Title: _____

By: Robert F. McLean, President

Date: _____

Date: May 24, 2020

PLEASE RETURN A SIGNED COPY BY JULY 1, 2020

NY-1193

Cheryl Berlin

From: Jim Derr
Sent: Wednesday, May 13, 2020 4:54 PM
To: Tad Rounds; Cheryl Berlin; Kyle Bower
Subject: FW: donation

Hello Tad, Cheryl & Kyle,

Let me know if this e-mail will work. I have the check in my office.

Thanks, Jim

From: Julia Bennett <jbennett@hammondspportcsd.org>
Sent: Wednesday, May 13, 2020 3:58 PM
To: Jim Derr <jderr@hport.wnyric.org>
Subject: Re: donation

Dear Mr. Bower,

On behalf of the Hammondspport Student Council please accept this donation of \$1,500 for new picnic tables on the patio. We hope that this will benefit not only the student body, but the faculty as well.

Sincerely,
Julia Bennett, President

On Mon, May 11, 2020 at 11:45 AM Jim Derr <jderr@hport.wnyric.org> wrote:

Please put this in your words or just change it so it comes from you to me and I will forward it on to the district office with the check.

Thanks Mr. Derr

Dear Mr. Bower:

Please accept this donation of \$1,500 from Hammondspport Jr-Sr High School student council to be used to purchase purple picnic tables for the new patio outside the cafeteria.

Sincerely,

June 8th, 2020

To: Hammondsport CSD Board of Education

Handwritten initials 'VB' in a circle, likely representing the sender or a specific group.

From: HCS Drama Club

RE:Donation

Please accept this donation for the HCS Drama Club from the Union Block Bistro/Rose in Bloom Restaurant group in the amount of \$440.00.

Thank you,

Ami Corell & Olivia Budmen, co-advisors

Memo

To: Hammondsport Board of Education
From: Rachael McLoud, Tad Rounds
cc: Ami Corell, Olivia Budmen
Date: June 8, 2020
Re: Drama Club Donation

The Union Block Italian Bistro has donated \$440 to the Hammondsport Drama Club. The Drama Club plans to use this money for costuming for the shows in 2020-2021. Please accept this donation on behalf of the Drama Club.

Thanks,

Rachael McLoud





Rose in Bloom Restaurant Group LLC
DBA: Union Block Italian Bistro
31 Shethar Street
Hammondsport, NY 14849
607.246.4065
www.unionblockitalian.com

re: Hammondsport Drama Club Donation

To Whom it may concern,

Please accept this \$440.00 donation on behalf of Rose in Bloom Restaurant Group, LLC DBA.
Union Block Italian Bistro. Thank you.

A handwritten signature in black ink, appearing to read "Joshua Rosenbloom", followed by a long horizontal line extending to the right.

*Joshua Rosenbloom - Owner
Rose in Bloom Restaurant Group LLC
DBA: Union Block Italian Bistro*

COMMERCIAL TRAVELERS

LIFE INSURANCE COMPANY

April 27, 2020

TO: ELLEN SHAW
SHAW INSURANCE CO

FROM: SABINA BAJIC
ACCOUNT MANAGER/ASSISTANT UNDERWRITER

RE: 2020-2021 STUDENT ACCIDENT QUOTE
HAMMONDSPORT CSD

Underwritten by Commercial Travelers Life Insurance Company of NY

PLAN OFFERED: **COMPREHENSIVE PLAN 100% OF U&C**

EFFECTIVE DATE: 07/01/2020 – 07/01/2021

POLICY NUMBER: 2019 SC A23

MAX MEDICAL: \$25,000

ADA# 495 FTBL# 0

DEDUCTIBLE: \$100
Rate per student: \$12.00
Rate per FTBL: \$0

ANNUAL PREMIUM: \$5,940.00

This quotation expires in 30 days. Please feel free to contact me with any questions.

Sabina Bajic

Sabina Bajic
Account Manager/
Assistant Underwriter
Special Risks Division
315.801.5812 Direct Line
sbajic@nglic.com

COMMERCIAL TRAVELERS LIFE INSURANCE COMPANY

70 Genesee Street Utica, New York 13502

**Application for Blanket Student Accident Policy Form CTSA1-03 (Rev. 04)
to cover eligible students of the school(s) shown below.**

(Complete this Application in full - please print or type.)

1. Policy to be issued to (name of school, district, or system) HAMMONDSPORT CENTRAL SCHOOL		
2. Address - Street, City, County, State, Zip 8272 MAIN ST., HAMMMONDSPORT, NY 14840		
3. Plan of Coverage applied for <input type="checkbox"/> Economy <input checked="" type="checkbox"/> Comprehensive - If Comprehensive: <input type="checkbox"/> 80% <input type="checkbox"/> 90% <input checked="" type="checkbox"/> 100% <input type="checkbox"/> Standard <input type="checkbox"/> Other		
4. Premium basis - Average Daily Attendance October, last year	Deductible Amount \$100.00	Number of Football Players (JV and Varsity Squads)
5. Premium Rate - Schooltime Coverage \$12.00	Self Funded Deductible <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Football Rate N/A
6. Effective Date of Coverage 7/1/20	Termination Date of Coverage 7/1/21	
7. List all Schools in the district or system - continue on the reverse side if additional space is needed.		
School	Address	

Dated at _____ this _____ day of _____, 20_____.

Any person who, knowingly and with intent to defraud any insurance company or other person, files an application for insurance or statement of claim containing any materially false information, or conceals, for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent act, which is a crime, and in the State of New York, will also be subject to a civil penalty not to exceed \$5,000.00 and the stated value of the claim for each such violation.

Witness



Applicant

Agent/Broker Name and Address

SHAW INSURANCE CO

23 SHETHAR ST., HAMMONDSPORT, NY 14840

Title or Position

D-100-100%

PLAN CODE _____

Social Security or Tax ID Number

COMMISSION _____



AIA[®] Document G701/CMa[™] – 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address): Hammondsport CSD 2017 CIP 8272 Main Street Hammondsport, NY 14840	CHANGE ORDER NUMBER: 101-009 INITIATION DATE: 4/24/20	OWNER: <input type="checkbox"/> CONSTRUCTION MANAGER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): LeChase Construction Services LLC 11849 East Corning Road, Suite 102 Corning, NY 14830	PROJECT NUMBERS: SEI Design Group / CONTRACT DATE: 9/18/19 CONTRACT FOR: General Trades	

THE CONTRACT IS CHANGED AS FOLLOWS:

SED#57-29-01-04-0-002-016 Main Street School

IS-051 New Epoxy Flooring Over Existing SOG

Requested by: District

Relationship to Project Scope: General Trades Contract #101

Description of Work:

Please provide all labor, materials and equipment required to provide new epoxy flooring over existing SOG.

TOTAL COST - \$36,763.00

New Contract Total - \$2,701,279.00

The consideration stipulated for performance of this change represents total and complete compensation for such performance including impacts, if any, on the unchanged work.

The original Contract Sum was	\$ 2,569,000.00
Net change by previously authorized Change Orders	\$ 95,516.00
The Contract Sum prior to this Change Order was	\$ 2,664,516.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 36,763.00
The new Contract Sum including this Change Order will be	\$ 2,701,279.00

The Contract Time will be increased by Zero (0) days.

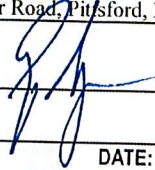
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

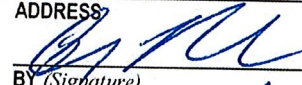
Campus Construction Management Group
CONSTRUCTION MANAGER (Firm name)
1241 Pittsford-Victor Road, Pittsford, NY 14534
ADDRESS

BY (Signature)
George Spinaris
(Typed name)


DATE: 5/19/20

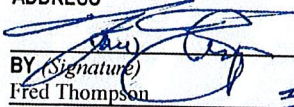
SEI Design Group
ARCHITECT (Firm name)
224 Mill Street, Rochester, NY 14614
ADDRESS

BY (Signature)
Vic Tomaselli
(Typed name)


DATE: 6/4/20

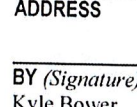
LeChase Construction Services, LLC
CONTRACTOR (Firm name)
11849 East Corning Road, Suite 120, Corning, NY 14830
ADDRESS

BY (Signature)
Fred Thompson
(Typed name)


DATE: 5/21/2020

Hammondsport Central School District
OWNER (Firm name)
8272 Main Street, Hammondsport, NY 14840
ADDRESS

BY (Signature)
Kyle Bower
(Typed name)


DATE:

2018-805 Hammondsport CSD
PROPOSAL #00030

Prop-00030

CREATED ON: 4/23/2020

Issued By: Michael Thompson
LeChase Construction Services, LLC - COR
11849 East Corning Road, Suite 120
Corning, NY 14830
(607)346-3798
(607)346-3798

Issued To: Michelle Fishbaugh
Campus Construction Management
1241 Pittsford-Victor Road
Pittsford, NY 14534

Regarding: IS-051 New Epoxy Flooring Over Existing SOG

Status: Approved

Owner Authorization:

Contract: Contract #101 - General Trades - LeChase Construction Services, LLC - COR (#015)

Value: \$36763.00

Justification: N/A

Issue (CIC): IS-051 New Epoxy Flooring Over Existing SOG

Field Order:

Change Order: CO-00025 - CO#101-009 IS-051

DESCRIPTION OF PROPOSAL

Please provide all labor, materials and equipment required to provide new epoxy flooring over existing SOG.

COMMENTS

ARCHITECT
Signature: 

By: Brad Morelano Date: 6/4/20

CM

Signature: 

By: _____ Date: 5/19/20

CONTRACTOR
Signature: 

By: Michael Thompson Date: 5/12/2020

OWNER

Signature: _____

By: _____ Date: _____

ATTACHMENTS

Attachment Name

Date Uploaded

LCS COno-025 - Tech Shop 100 Epoxy Floor 3.31.20rev.pdf

04/23/2020 05:13 PM

E-MAIL RECIPIENTS

Company

Person

Phone

Email

Campus Construction Management

Michelle Fishbaugh

mfishbaugh@campuscmg.com

Status History: Draft: 04/23/2020 05:13 PM, Issued: 04/23/2020 05:13 PM, Acknowledged: 04/23/2020 05:14 PM, Approved: 04/23/2020 05:14 PM



LeChase Construction Services, LLC
 11849 East Corning Road
 Suite 102
 Corning, NY 14830

Contractor Proposal

LCS Project Number: **1975041**

Description of Change

This change includes providing new epoxy flooring over existing SOG. All qualifications per MARTENS Specialty Flooring proposal to be incorporated in this proposal. Includes bringing existing floor depression up 1" with epoxy mix provided by MARTENS.

Date: 3/10/2020 3/31/20rev
 Contract #: GC
 Change Proposal #: 25

Section A: LeChase Work:

1	Total LCS Labor	\$	(642.00)
2	Total LCS Material	\$	(461.90)
3	Total LCS Equipment	\$	-
4	SUBTOTAL (lines 1 thru 3)	\$	(1,103.90)
5	LCS OH&P (15%)		
6	TOTAL (lines 4 & 5)	\$	(1,103.90)

Section B: Subcontractor Work:

7	Name of Subcontractors		
	A. MARTENS	\$	24,700.00
	B. MARTENS (EPOXY FILLER)	\$	10,200.00
	C.	\$	-
	D.	\$	-
	E.	\$	-
	F.	\$	-
8	Total Subcontractor Proposals	\$	34,900.00
9	Contractors Override on Sub Proposal + Bond Fee (8.5%)	\$	2,966.50
10	SUBCONTRACTOR TOTAL (lines 8 & 9)	\$	37,866.50

Section C: Requested Total:

11	AMOUNT REQUESTED (lines 6 & 10)	\$	36,763
----	---------------------------------	----	---------------

LeCHASECONSTRUCTION



LeChase Construction Services, LLC
 11849 East Corning Road
 Suite 102
 Corning, NY 14830

LABOR & MATERIAL WORKSHEET

LCS Project Number: **1975041**

LABOR

Work Description	Trade	Hours	Rate	Labor Cost
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Install Sealer	LAB	-4	\$ 60.00	\$ (240.00)
Install Sealer	CARP	-10	\$ 69.00	\$ (690.00)
				\$ -
				\$ -
				\$ -
PM TIME (Contract/Insurances/etc.)	PM	3	\$ 96.00	\$ 288.00
TOTAL LABOR				\$ (642.00)

MATERIAL/EQUIPMENT

Material Description	Quantity	Unit	Unit Cost	Material Cost
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Sealer	-10	GAL	46.19	\$ (461.90)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL MATERIAL				\$ (461.90)



MARTENS
Specialty Flooring, Inc.

4 Potomac Street

Estimate

Date	Estimate #
3/31/2020	12459

Phone 585-241-6000

Fax 585-241-6002

LeChase Construction
11849 East Corning Rd.
Suite 102
Corning, NY 14830

Project
Hammondsport

Description	Qty	Cost	Total
Resinous floor spec at Hammondsport school - 1,380 SF			
All materials & labor to install 1/4" Dur-A-Flex Hybri-Flex ES floor system w/Armor Top urethane topcoat.		24,700.00	24,700.00T
All materials & labor to level floor with Dur-A-Flex Dur-A-Crete Epoxy mortar:		10,200.00	10,200.00T
NOTE: This estimate generated without the benefit of a site visit. If this estimate is considered, then a site visit is required to validate. Thank you. JM Tax Exempt		0.00	0.00



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK

Office of Facilities Planning, 89 Washington Avenue, Room 1060 Education Building Annex, Albany, NY 12234
 Tel. (518) 474-3906
 Tel. (518) 474-3906
 www.p12.nysed.gov/facplan/

CHANGE ORDER CERTIFICATION

Must be attached to back of Change Order

**Instructions: This CERTIFICATION is required for all change orders submitted to SED
 Fill out all three parts completely.**

Change Order Number: 101-009
--

Part One - General Information

Provide separate Change Orders for each Project Number

SED Project Number	5	7	2	9	0	1	0	4	0	0	0	2	0	1	6	←
	District BEDS Code				Building Identification Number				Project number							

District & Building Name Main Street School (PreK-12)

Type of Project Reconstruction /Alteration Addition & Alteration New Building Other

Project Description _____

Architect / Engineer firm SEI Design Group 224 Mill Street, Rochester NY 14614
name address

Contact Person Victor J. Tomaselli, AIA 585-442-7010 vjt@seidesigngroup.com
name & title phone number & e-mail

Construction Manager firm Campus Management Group 1241 Pittsford-Victor Rd., Pittsford, NY 14534
name address

Contact Person George J. Spinaris 585-545-6567 GSpinaris@campuscmg.com
name & title phone number & e-mail

District Contact Person Kyle Bower, Superintendent 607-569-5200 ext 5240 kbower@hport.wnyric.org
name & title phone number & e-mail

Part Two

Provide the following information for each individual item in the change order:
 (Number each item if there is more than one and provide additional sheets as necessary.)

- A. **Requested By** (Who initiated the change request)
- B. **Relationship to Project Scope** (How is this change related to the original project scope)
- C. **Basis of Need** (Describe why the change is needed)
- D. **Description of Work** (Provide a detailed description of the work or services provided in the change order. Provide text, a drawing or both as necessary to demonstrate code compliance and the individual cost of each item.)

A. Requested by: Owner
 B. Relationship to Project Scope: Revision to the base scope of services
 C. Basis of Need: Due to unforeseen field condition
 D. Description of work: To provide all labor, material and equipment to install flooring finish at Fitness Rm 98.

ADD: \$36,763.00

CHANGE ORDER CERTIFICATION

Part Three

1	<u>Change order requirements:</u>
<ul style="list-style-type: none"> ✓ The scope of the change order must relate to the project scope previously approved. ✓ Dollar amounts applied from allowances toward costs associated with the changes must be provided. ✓ If the cost of this change order is not within the approved amount as currently established on the SA-4, please provide a Form FP-FI, Request for Revision of Financial Information, with documentation showing the additional authorization of funds. ✓ Each change order shall be signed by the president of the board of education, the architect/engineer, and the contractor. 	

2	<u>Certification of the Superintendent of Schools (District Superintendent if a BOCES project)</u>
<p>The following statements are true and correct to the best of my knowledge and belief:</p> <ul style="list-style-type: none"> ● The revised total cost is within the authorized appropriation for this project. ● Where any work of this change order requires a type or kind of work that is not included in the original contract documents, the school district's attorney has been contacted to assure conformance with the Opinion of the State Comptroller No. 60-505. 	
<p>_____</p> <p>Date</p>	<p>Kyle Bower, Superintendent</p> <p>_____ Signature and printed name of the School Superintendent or District Superintendent if a BOCES project</p>

3	<u>Certification of the Architect or Engineer</u>
<p>The following statements are true and correct to the best of my knowledge and belief:</p> <ul style="list-style-type: none"> ● Work required by this change order is in accordance with applicable sections of the approved contract documents. ● Any plan, sketch, or attachment referenced in this change order is included herein. ● Work required by this change order is in accordance with applicable provisions of the NYS Uniform Fire Prevention and Building Code, State Education Department's building standards, and NYS Department of Labor's Code Rule 56. ● Work required by this change order was designed by an architect or engineer who is currently licensed by the State of New York. ● Work required by this change order that involves asbestos-containing building material (ACBM) was designed by an architect or engineer who is currently licensed by the State of New York and who is appropriately certified as an asbestos designer by the NYS Department of Labor at the time he/she designed the asbestos-related project. 	
<p>_____</p> <p>6/5/2020 Date</p>	<p>SEI Design Group</p> <p>_____ Architectural / Engineering Firm Name</p> <p>Victor J. Tomaselli, AIA</p> <p>_____ Signature and printed name of the Architect or Engineer</p>

AGREEMENT

THIS AGREEMENT made effective the 1st day of September, 2020 by and between the **COUNTY OF STEUBEN**, a municipal corporation organized and existing under and by virtue of the Laws of the State of New York and being one of its political subdivisions, having its principal place of business in the Village of Bath, Steuben County, State of New York, through its Sheriff's Office Department, herein after called the "County", and **Hammondsport Central School**, a Central School District, with an address of PO Box 368, Hammondsport, NY 14843, hereinafter called the "Agent."

WITNESSETH:

WHEREAS, the County has sought to procure financial support for a School Resource Officer (SRO); and

WHEREAS, the County and Agent are desirous of entering into an agreement for said purpose, and

WHEREAS, the Agent has the knowledge, skills, and experience necessary to perform these services,

NOW THEREFORE, in consideration of the mutual promises and covenants hereinafter contained the parties agree as follows:

1. **SCOPE OF WORK.** Scope of work is stated in Appendix "C" attached hereto and made a part hereof as if set forth in full.
2. **TERM.** The term shall be September 1, 2020 through June 30, 2021.
3. **CONSIDERATION.** Consideration shall not exceed \$35,000. This amount covers 180 days of work and includes 5.5% for workers' compensation and 7.65% for FICA/medicare. In addition to the aforementioned consideration, new or replacement uniform(s) and/or equipment items will be paid by the District to the County or the County vendor as needed by the SRO.
4. **INSURANCE.** The Agent agrees to maintain insurance as specified by attached Appendix "A" and shall provide the Steuben County Risk Manager with a certificate of insurance naming Steuben County as an additional insured for purposes of coverage on a direct, primary, and non-contributory basis. All certificates of insurance shall provide that County be given thirty (30) days notice of any intent to cancel coverage. Self-employed persons must carry such Worker's Compensation coverage as directed by the Steuben County Risk Manager.
5. **COMPLIANCE WITH RULES, REGULATIONS AND LAWS.** It is mutually agreed that all rules, regulations and laws pertaining hereto shall be deemed to be part of this Agreement, and anything contained herein that may be in whole or in part inconsistent therewith shall be deemed to be hereby amended and modified to comply with such legislation, rules, regulations and laws, for and during such time the same shall be in effect, but at no other time. If any provision contained herein is found now or during the life of this Agreement to be null and void, in whole or in part as a matter of law, then said clause or part hereof shall be deemed to be severed and deleted from this Agreement leaving all other clauses or parts thereof in full force and effect. It is further agreed that there shall be no gap in the coverage or applicability of said remaining clauses or parts thereof.

The Agent agrees to comply with the Federal Commercial Drivers License Drug and Alcohol Testing Program requirements set forth in 49 CFR Parts 40 and 382.

In acceptance of this Agreement, the Agent covenants and certifies that he will comply in all respects with all Federal, State, County or other Municipal Law which pertains hereto regarding work on municipal contracts, matters of employment, length of hours, workers' compensation and human rights.

The Agent offering to provide services pursuant to this contract, as a Consultant, joint venture consultant, subcontractor, attests that its performance of the services outlined in this contract has a written policy addressing sexual harassment prevention in the workplace and provides training, which meets the New York State Department of Labor's model policy and training standards, to all employees on an annual basis.

Furthermore, by submission of this Expression of Interest procurement document, each agent and each person signing on behalf of any agent certifies, and in the case of a joint submission each party thereto certifies its own organization, under penalty of perjury, that the submitter has and has implemented a written policy addressing sexual harassment prevention training to all of its employees. Such policy shall at minimum meet the requirements of Section Two Hundred One – g of the New York State Labor Law (NYS Labor Law §201-g).

6. **CONFIDENTIALITY.** Information relating to individuals who may receive services pursuant to this Agreement shall be confidential and maintained and used only for the purposes intended under this Agreement, in accordance with any applicable State or Federal laws, rules and regulations. The Agent specifically covenants and certifies that it will comply in all respects with the federal Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the HIPAA Privacy Rule and the HIPAA Security Rule with respect to the Protected Health Information ("PHI") of clients of the County. For purposes of HIPAA, the Agent shall be referred to as a "Business Associate." **Any Agent who, as part of the work to be performed under this Agreement, will use, disclose or otherwise come into contact with PHI will be required to execute a Business Associate Agreement, which is hereby incorporated herein and made a part hereof.**

7. **CONFLICT OF INTERESTS.** The Agent hereby stipulates and certifies that there is no member of the Steuben County Legislature or other Steuben County Officer or employee forbidden by law to be interested in the Agreement directly or indirectly, who will benefit therefrom or who is a party thereto.

8. **LICENSES.** The Agent hereby agrees that he will obtain, at his own expense, all licenses or permits necessary for this work, if any are necessary prior to the commencement of said work and shall be solely responsible for paying any and all fines or penalties incurred as a result of any improper or unlicensed services.

9. **INDEPENDENT CONTRACTOR STATUS.** The Agent covenants and agrees that he will conduct himself consistent with his status, said status being that of an independent contractor and that himself, his employees or agents will neither hold themselves out as, nor claim to be an officer or employee of the County of Steuben, for such purposes as, but not limited to, Workers' Compensation coverage, Unemployment Insurance Benefits, Social Security, Affordable Care Act, or Retirement membership or credit. The Agent shall have exclusive responsibility for the means, manner, and methods of performing its obligations under this Agreement. For sole purposes of the HIPAA Privacy Rule, the Agent shall be considered a Business Associate.

10. **HOLD HARMLESS.** The Agent shall at all times defend, indemnify and hold harmless the County of Steuben and its employees from any and all claims, damages or judgments or for the defense or payment thereof, based on any claim, action or cause of action whatsoever, including any action for libel, slander, or personal injury, or any affiliated claims, by reason of any act or failure to properly act on the part of Agent and in particular as may arise from the performance under this contract. Such obligation to the County shall not be construed to negate, abridge or reduce other rights of indemnity which would otherwise exist. This provision shall supersede any other provision in this Agreement deemed to be in conflict, unless specifically stated otherwise.

11. **SET-OFF RIGHTS.** The County shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to, the County's option to withhold for the purposes of set-off any money due to the Agent under this Agreement up to any amounts due and owing to the County with regard to any contract with any County department, office or agency.

12. **AUDIT.** The Agent shall take such action, if applicable and as necessary and appropriate, to comply with the provisions of Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR 200. In any event, the Agent shall provide the County with appropriate documentation should the County wish to conduct an audit relative to the expenditure of the funds pursuant to this Agreement.

13. **RECORDS.** The Agent shall submit to County upon request such schedule of quantities and costs, progress schedules, payrolls, reports, estimates, records, and other data that the County may request concerning work performed or to be performed under this Agreement. All books and records of the Agent shall be available upon request for inspection and/or audit by the County during the time hereof and for a period of six (6) years hereafter.

14. **EXAMINATION OF BUDGET AND APPROPRIATION OF FUNDS.** It is expressly understood by and between the parties that any and all payments made pursuant to the within contract may not be in an amount in excess of the sum appropriated therefore in the Budget. The Agent specifically acknowledges his responsibility to examine the Budget to assure himself that the within contract price complies with the amount appropriated therefore. The within contract shall be unenforceable, unless approved by a roll call vote of the Steuben County Legislature, should the contract price exceed the amount appropriated for the object purpose of the contract. The contract shall be deemed executory only to the extent of money available to the County of Steuben for the performance of the terms hereof and the County of Steuben beyond monies available thereof shall incur no liability on account for the purpose thereof.

The preceding clause shall not apply to contracts for provision of services where the State of New York or the U.S. Government mandates the payment and/or amount thereof. In that event, the Department Head represents that there is a funding source sufficient to pay for services provided pursuant to the contract.

The Agent agrees that the County shall have no liability under this Contract to the Agent or to anyone else beyond funds appropriated and available for this contract.

15. **ASSIGNABILITY.** This contract may not be assigned, transferred, conveyed, sublet or disposed of without the previous consent, in writing, of the County of Steuben. To the extent assignment is granted in accordance with the terms of this paragraph, this Agreement shall be binding on the parties, their successors, heirs, and assigns.

16. **AMENDMENTS.** No waiver, modification, or amendment of this Agreement or any part thereof shall be valid unless in writing and duly executed by the parties hereto. A waiver of any breach hereof shall not prevent a forfeiture for any succeeding breach.

17. **ENTIRE AGREEMENT.** This Agreement contains the sole and entire Agreement between the parties relating to the services provided hereunder and shall supersede any and all other Agreements between the parties. Any other statements or representations made by either party are void and have no force or effect. Agreement shall be governed by the laws of the State of New York and any claims brought hereunder shall be brought in and under the jurisdiction of the State of New York.

18. **TERMINATION.** County may terminate this agreement at any time upon 30 days written notice.

19. **CORPORATE COMPLIANCE.** The Agency has received a copy of the Steuben County Corporate Compliance Plan. Additionally, the Agent has reviewed and signed the Independent Contractor / Agents / Vendors Acknowledgement Form attached hereto as Appendix B and incorporated herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

COUNTY OF STEUBEN

AGENT

BY: _____

BY: _____

Dated: _____

Dated: _____

Approved as to Form:

Craig Patrick
(Deputy) County Attorney

STATE OF NEW YORK)
COUNTY OF STEUBEN) ss:

On this __ day of _____, 2020 before me, the undersigned, personally appeared James Allard to me known, who being by me duly sworn, did depose and say that he/she resides in Corning, New York; that he/she is the Sheriff of the County of Steuben described in and which executed the above instrument; and that he/she signed his/her name thereto by order of the Steuben County Legislature.

Notary Public

STATE OF NEW YORK)
COUNTY OF STEUBEN) ss:

On the _____ day of _____ in the year _____ before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

Appendix A

STEUBEN COUNTY STANDARD INSURANCE REQUIREMENTS

Prior to commencement of work, delivery of services, acquisition of merchandise or equipment a Certificate of Insurance and a policy endorsement covering items A, B & C must be delivered to the County Department responsible for the agreement, and to the County Risk Manager. A Certificate of insurance may be used to show coverage only.

ITEMS:

- A. Steuben County, 3 East Pulteney Square, Bath, N.Y., 14810 shall be named as an additional insured (for the purposes of coverage but not the payment of premium).
- B. **ACKNOWLEDGEMENT:** The insurance companies providing coverage acknowledge that the named insured is entering into a contract with Steuben County in which the named insured agrees to defend, hold harmless, and indemnify the County, its officials, employees and agents against all claims resulting from work performed, material handled and services rendered. The contractual liability coverage evidenced will cover the liability assumed under the County-Contractor agreement.
- C. Prior to non-renewal, cancellation or a change of converge on this policy, at least thirty (30) days advance written notice shall be given to Steuben County Risk Manager at Steuben County Offices, 3 Pulteney Square East, Bath, N.Y. 14810

Workers' Compensation Coverage will be required for anyone doing any kind of work for Steuben County. This includes self-employed individuals. The Steuben County Risk Manager may waive this requirement. Proof of Workers' Compensation Coverage must be submitted on NYS Workers' Compensation Board Approved Forms.

MINIMUM COVERAGES AND LIMITS ARE

TYPE OF CONTRACT	COVERAGES REQUIRED	LIMITS REQUIRED
PROFESSIONAL SERVICES	PROFESSIONAL LIABILITY	MINIMUM \$1,000,000
	AUTO LIABILITY TO INCLUDE: OWNED, HIRED & NON OWNED	MINIMUM \$1,000,000
	WORKERS COMPENSATION	STATUTORY
	EMPLOYERS LIABILITY	STATUTORY
	DISABILITY BENEFITS	STATUTORY
CONSTRUCTION & MAINTENANCE	COMPREHENSIVE GENERAL LIABILITY TO INCLUDE: PREMISES & OPERATIONS, PRODUCTS & COMPLETED OPERATIONS, INDEPENDENT CONTRACTOR, CONTRACTUAL, BROAD FORM PROPERTY DAMAGE, (XCU HAZARDS)	MINIMUM \$1,000,000
	AUTO LIABILITY TO INCLUDE: OWNED, HIRED, & NON OWNED	MINIMUM \$1,000,000
	WORKERS' COMPENSATION	STATUTORY
	EMPLOYERS LIABILITY	STATUTORY
	DISABILITY BENEFITS	STATUTORY
ACQUISITION OF SUPPLIES OR EQUIPMENT	COMPREHENSIVE GENERAL LIABILITY TO INCLUDE: PRODUCTS & COMPLETED OPERATIONS, CONTRACTUAL, BROAD FORM PROPERTY	MINIMUM \$1,000,000
	WORKERS' COMPENSATION	STATUTORY
	EMPLOYERS LIABILITY	STATUTORY
	DISABILITY BENEFITS	STATUTORY
COUNTY PROPERTY USED BY OTHERS	COMPREHENSIVE GENERAL LIABILITY TO INCLUDE: PREMISES & OPERATIONS, PRODUCTS & COMPLETED OPERATIONS, INDEPENDENT CONTRACTOR, CONTRACTUAL, PERSONAL INJURY, LIQUOR LEGAL LIABILITY	MINIMUM \$1,000,000
	AUTO LIABILITY TO INCLUDE: OWNED, HIRED, & NON OWNED	MINIMUM \$1,000,000
	WORKERS' COMPENSATION	STATUTORY
	EMPLOYERS LIABILITY	STATUTORY
CONCESSIONAIRE SERVICES LIVERY SERVICES MUNICIPAL AGREEMENTS	COMPREHENSIVE GENERAL LIABILITY TO INCLUDE: PREMISES & OPERATIONS, PRODUCTS & COMPLETED OPERATIONS, INDEPENDENT CONTRACTOR, CONTRACTUAL, PERSONAL INJURY, LIQUOR	MINIMUM \$1,000,000
	AUTO LIABILITY TO INCLUDE: OWNED, HIRED, & NON OWNED	MINIMUM \$1,000,000
	WORKERS' COMPENSATION	STATUTORY
	EMPLOYERS LIABILITY	STATUTORY
	DISABILITY BENEFITS	STATUTORY

Bid specifications, particular contracts, leases or agreements may require increased limits and or additional coverages. If there are questions please contact the Steuben County Risk Manager 607-664-2104.

APPENDIX B

INDEPENDENT CONTRACTOR / AGENTS / VENDORS ACKNOWLEDGEMENT FORM

Steuben County has developed a Corporate Compliance Plan (the "Plan") that states that the County, its employees, contractors, and County Legislators will adhere to applicable federal, state and local laws and regulations and internal policies and procedures.

The Plan is a combination of policy and procedure that assists the County to monitor, detect and correct actions that are not in compliance with applicable laws or County policies and procedures.

As our Agent, we expect that you will act in compliance with the laws that are applicable to the County and in compliance with County policies and procedures that set forth the overarching principles for conducting County business with integrity based on sound ethical and legal standards.

As our Agent, we also expect you to report any suspected or potential violations of law or County policies and procedures of which you become aware by contacting the County Manager at (607) 664-2245, the Corporate Compliance Officer at (607) 664-2244, or our Corporate Compliance Hotline at (607) 664-2550.

As our Agent, we expect you to understand your role in the Plan and we expect you to review any policies and procedures that are applicable to you and your organization. You may contact the County Manager or the Corporate Compliance Officer for any questions or clarifications of your responsibilities.

As an Agent of the County of Steuben, I hereby acknowledge the following:

- I acknowledge that on behalf of myself and my organization that I have read, have had an opportunity to ask questions about and that I understand the policies and procedures of the Plan that are applicable to the services that are provided to the Sheriff's Office department.
- I understand and agree that I and all those in my organization who provide services to Steuben County must comply with the Plan and all laws, regulations, policies, procedures and other guidance applicable to the services.
- I agree on behalf of myself and my organization to fully cooperate with the implementation of the Plan, to participate in any auditing or monitoring processes and to report any instances of possible violations of law, regulations or policies that are applicable to Steuben County of which I become aware.
- I acknowledge that Steuben County maintains a hotline for the purpose of receiving notifications of possible violations of law, regulation and the Plan.
- I understand that my failure to report any concerns regarding possible violations of law, regulations or the Plan may result in corrective action, up to and including termination of my agreement with Steuben County.
- I attest on behalf of myself, my organization, and my employees, that I am not currently excluded from participation in federal or state health care programs, am not the subject of any pending exclusion proceeding, and have not been adjudicated or deemed to have committed any action that

could subject me or my organization to exclusion from government programs such as Medicare or Medicaid.

- I will notify Steuben County within three (3) business days of receipt of notice of (a) exclusion or proposed exclusion from a state or federal health care program, or (b) adjudication or other determination that I, my organization, or the organization employees, have committed any action which could lead to exclusion from a government program.
- I acknowledge that I will be responsible to make the County whole for any federal or state imposed losses that were a result of federal or state exclusions of our agency or employees.
- I acknowledge that Steuben County may terminate my contract immediately upon notice that I or my organization has been excluded from participation in a state or federal health care program or that I or my organization have been adjudicated or determined to have committed an action which could subject it to mandatory exclusion.

Agency Signature

Print name

Title

Date

APPENDIX "C"

Scope of Work

School Resource Officer for Hammondsport Central School

Role of the County and SRO.

- a. SRO will report directly to the County Sheriff or his/her designee;
- b. Provide for the security and safety of students, staff and visitors;
- c. Protect school property and maintain order in and around the school site;
- d. Attend Superintendent's hearings with students as requested by the District with the understanding the District has the sole role of disciplining students;
- e. Provide intervention between students and/or staff using appropriate techniques to calm and control situations;
- f. Under the supervision of the County Sheriff or his/her designee, and in coordination with the District's administration, investigate crimes and incidents occurring on and in the vicinity of school ground;
- g. To the degree permitted by New York State law, report violations of law, school rules, regulations or policies to the District's administration;
- h. Enforce governing New York State and Federal laws, rules and regulations and assist the District in meeting requirements mandated by New York State law;
- i. Act as liaison with police and other emergency personnel;
- j. Build relationships by being a liaison between the County Sheriff's Office and the District;
- k. To the extent permitted by New York State law, advise the District administration of any circumstance or situation that may create any potential harm to persons, or damage to, or loss of property;
- l. When appropriate and legally permissible, screen persons entering the building or school grounds. The level of invasiveness with respect to the screen shall be in the SRO's trained discretion and warranted under New York State Law;
- m. Become familiar with hidden recesses in the District's buildings and check them periodically;
- n. Be highly visible and maintain post integrity. The SRO may respond off post for school related incidents and/or will respond to priority calls when the SRO is the closest available unit;
- o. Question any individual not having appropriate identification to ascertain his/her status;
- p. Develop and maintain a positive and open relationship with students, administrators, faculty, staff, and parents;
- q. When requested, participate in meetings with school officials, parents or the School Board to assist in dispute resolution and/or in developing policy and procedures concerning school safety. Additionally, provide information to students and staff in regards to DWI's, weapons, sale of illegal drugs, etc.;
- r. Seize and store/dispose of any illegal substance or contraband seized by school officials as required/not required for evidence prosecution;
- s. Educate potential school-age victims in crime prevention and safety;
- t. Develop or expand crime prevention efforts for students and
- u. The SRO will properly secure and maintain all County issued equipment.

Summer 2020 Food Service Proposal

School year food service will end on Friday, June 12th with a delivery of two days worth of meals to cover Friday and Monday, June 15th. Monday, June 15th is the final day of school for the 19-20 year.

The District will begin reaching out to families the week of June 8th to publicize summer feeding program. This will be done through School Messenger calls, Facebook, website, Steuben Courier Advocate, The Shopper, and letters home to families. To avoid tech issues, the District will send out hard copy registration forms by request or allow families to call the appropriate office and secretary will fill out the form for the parent. Forms will be collected in the District Office and given to Sheri as they are returned. Families are eligible to register throughout the summer if a need arises.

Summer food service will begin on Monday, June 29th with cafeteria workers preparing meals for the first pick up on Wednesday, July 1st. Each eligible student that is preregistered will receive seven breakfasts and seven lunches per week, fourteen meals per student per week. Meals will be provided through parent pick up of food boxes every Wednesday between the hours of 3pm-5pm in the front bus loop. Home delivery will only be provided by request and approval of the Superintendent. The final meal pick up will be on Wednesday, August 12th.

Cafeteria staffing and scheduling will be coordinated by Sheri and Stacy. All food service workers need to be approved as summer food service workers at their new 20-21 rate at the June 17th Board meeting.

Budget: Reimbursement per student per week is approximately \$49.00 for 7 bfasts and 7 lunches.

If we deliver to 100 students each week, approximate reimbursement income of \$4,900.

If we use standard expense estimate of 33% for labor and 33% for food cost, those expenses total \$3,214 per week.

Potential income per week of \$1,617.

Over ten week feeding program, potential income of \$16,170. This is a fairly low estimate since our labor costs will be well below \$1,671 per week based on 20 hours per week for 3 employees.

BOARD OF EDUCATION

Dennis R. Carlson, President

Richard L. Drain, Vice President

Lynda S. Lowin

Carre A. Doyle

Kevin W. Bennett

June 11, 2020

To: Board of Education

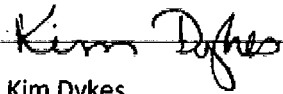
From: Kim Dykes, Tax Collector

Please see the following pages attached of the original tax levy for the school district for 2019 - 2020. The second page is the tax levy after the changes for Grant Carlson parcels and Thomas & Susan Kennedy parcel have been made per the Court Ordered Adjustment received by Steuben County.

Pages three and four are the year to date adjustments. Also, pages five and six are the court order adjustment done June 2020 for the Kennedy's.

The levy has been lowered by \$1701.72 for all year to date court ordered adjustments.

Thank you,

A handwritten signature in black ink that reads "Kim Dykes". The signature is written in a cursive style and is positioned above a horizontal line that spans the width of the page.

Kim Dykes

Paid Summary Levy Totals as of 8/27/2019

Hammondsport Central School District

SWIS	Tax Paid	Penalty Paid	Total Paid	Unpaid Tax	Tax Levy	Total Levy
443400	0.00	0.00	0.00	376,592.86	376,592.86	376,592.86
462489	0.00	0.00	0.00	18,093.81	18,093.81	18,093.81
466200	0.00	0.00	0.00	2,534,309.08	2,534,309.08	2,534,309.08
467201	0.00	0.00	0.00	484,644.81	484,644.81	484,644.81
467289	0.00	0.00	0.00	2,308,892.80	2,308,892.80	2,308,892.80
467600	0.00	0.00	0.00	2,637,550.75	2,637,550.75	2,637,550.75
468000	0.00	0.00	0.00	9,782.81	9,782.81	9,782.81
Total:	0.00	0.00	0.00	8,369,866.92	8,369,866.92	8,369,866.92

Paid Summary Levy Totals as of 8/31/2019

Hammondsport Central School District

SWIS	Tax Paid	Penalty Paid	Total Paid	Unpaid Tax	Tax Levy	Total Levy
443400	0.00	0.00	0.00	376,592.86	376,592.86	376,592.86
462489	0.00	0.00	0.00	18,093.81	18,093.81	18,093.81
466200	0.00	0.00	0.00	2,532,607.36	2,532,607.36	2,532,607.36
467201	0.00	0.00	0.00	484,644.81	484,644.81	484,644.81
467289	0.00	0.00	0.00	2,308,892.80	2,308,892.80	2,308,892.80
467600	0.00	0.00	0.00	2,637,550.75	2,637,550.75	2,637,550.75
468000	0.00	0.00	0.00	9,782.81	9,782.81	9,782.81
Total:	0.00	0.00	0.00	8,368,165.20	8,368,165.20	8,368,165.20

2019-2020 ADJUSTMENTS TO TAX WARRANT

Town or Village	Owner	Tax Map #	Original Taxable Assessment	Revised Taxable Assessment	Difference Taxable Assessment	Difference in Tax Levy
Pulteney	Carlson, Grant	077.06-01-008.100	\$ 570,800.00	\$ 500,000.00	\$ 70,800.00	\$ (726.67)
Pulteney	Carlson, Grant	077.06-01-008.200	\$ 300,000.00	\$ 225,000.00	\$ 75,000.00	\$ (769.78)
			TOTAL REDUCTION TO TAXABLE ASSESSMENT			
			\$	145,800.00		
			TOTAL REDUCTION IN LEVY			
			\$	(1,496.45)		
ADJUSTMENTS MADE TO EXEMPTIONS						
ADDITIONAL STAR EXEMPTION					0	
ADDITIONAL STAR REIMBURSEMENT						0

2019-2020 ADJUSTMENTS TO TAX WARRANT

Town or Village	Owner	Tax Map #	Original Taxable Assessment	Revised Taxable Assessment	Difference Taxable Assessment	Difference in Tax Levy
Pulteney	Kennedy, Thomas & Susan	063.15-01-009.000	\$ 278,300.00	\$ 258,300.00	\$ 20,000.00	\$ (205.27)
			TOTAL REDUCTION TO TAXABLE ASSESSMENT		\$ 20,000.00	
			TOTAL REDUCTION IN LEVY		\$	\$ (205.27)
ADJUSTMENTS MADE TO EXEMPTIONS						
ADDITIONAL STAR EXEMPTION					0	
ADDITIONAL STAR REIMBURSEMENT						0

OCCUSTAR WORKPLACE COMPLIANCE, LLC
4267 Transit Rd, Buffalo, New York 14221 (716) 204-0798

HAMMONDSPORT SCHOOL DISTRICT TRANSPORTATION DEPARTMENT
19A EXAM, DRUG & ALCOHOL TESTING SERVICES CONTRACT 2020-2021

The Hammondsport School District, hereinafter referred to as “The School District”, whose primary offices are located at 8272 Main Street, Hammondsport, New York 14840, and Occustar Workplace Compliance, LLC, hereinafter referred to as “Occustar”, whose primary office is at 4267 Transit Rd, Buffalo, New York, 14221, are entering into this agreement (the “Agreement”) in order to have Occustar provide drug and alcohol testing services and 19A exams in compliance with federal regulations, 49 CFR, Parts 40 & 382.

WITNESSETH

The following program aspects shall constitute the compliance services administered on behalf of the School District by Occustar as the exclusive provider for these services.

DRUG & ALCOHOL TESTING SERVICES

The specific details of the program compliance shall include the following services:

- A. Entry of all current drivers subject to testing into a random testing database.
- B. Update the random database throughout the Contract Year to add or delete drivers as required.
- C. Select drivers from the database for random drug and alcohol testing at the required rates of:
 - (i) 50% for drug testing and 10% for alcohol testing.
 - (ii) The alcohol tests shall be selected from within the group selected for drug testing so as ***not to be selecting drivers for alcohol testing on a separate basis.***
 - (iii) Driver selection shall be by a computer based random number generator program.
- D. Random selection will be done a minimum of 4 times [and no more than 6 times] throughout the Contract Year at the discretion of Occustar to achieve compliance with federal regulations (49 CFR, Parts 40 & 382).
- E. Confidential employer notification of the driver(s) selected for random testing shall be made to the School District Transportation Supervisor or other designated confidant.
- F. Compilation of required year-end data summaries of testing completed when required by the U.S. Department of Transportation or New York State DMV or DOT.
- G. Drug and alcohol testing is to be performed at one of the following three locations: Occustar’s Bath, New York office, IRA Davenport Hospital, or at the School District Bus Garage.
- H. Provide a 24-hour coverage system to execute a post-accident required testing.
- I. Maintain testing compliance to the set standards of the U.S. Department of Transportation (49 CFR, Parts 40 & 382) for certified drug test and breath alcohol technicians.
- J. Provide and maintain a physician acting as the **Medical Review Officer [MRO]** to review drug test results and provide legal testimony should this service be required due to litigation.
- K. Act as the ongoing consultant to the School District for the purposes of interpretation of the regulations as they may apply to the various situations encountered with drivers.
- L. **The foregoing services will be provided during the Contract Year at the rates set forth in the attached Schedule A: Hammondsport School District Drug / Alcohol / 19A fees for 2020-2021.**

19A MEDICAL EXAMS

Occustar will provide medical examinations on-site, for the bus drivers and bus aides, in compliance to NYS DMV regulation 19A. The examinations can also be made to comply with Federal Department of Transportation regulation 49 CFR 391 should the school district desire this aspect to the exam process. Occustar will come on-site, one time per year, to perform the exams at the bus garage or other location within the school district that best suits this purpose. Exams for new hires, and other purposes, can be handled through the Bath Office of Occustar.

The school district will NOT BE REQUIRED to provide any personnel [nurses] to perform these exams since Occustar will arrive with adequate staff to perform all aspects of these exams.

Fees for the drug and alcohol testing are detailed in appendix "A" to this contract.

ASSIGNMENT OF CONTRACT

Both parties agree that neither the whole nor any portion of the Agreement may be assigned without the prior written consent thereto of the other party. Upon acceptance by both parties, the contract may be assumed in full by the newly assigned contractor.

TERMINATION

Either party may terminate this Agreement for any reason or no reason upon thirty (30) days written notice to the other party. Either party may terminate this agreement immediately for material breach hereof by the other party.

INDEPENDENT CONTRACTOR STATUS

Occustar is being engaged by the School District as an independent contractor and shall not be considered a subsidiary, employee or agent of the School District. Occustar shall be solely responsible for any and all taxes of any nature whatsoever associated with the services provided as described in this Agreement.

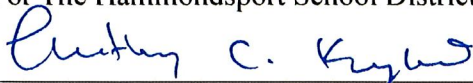
INSURANCE

Occustar shall maintain its own worker's compensation, disability and general liability insurances as an Independent Contractor. Physician(s) acting as the MRO maintain their own respective medical malpractice insurance. Certificates of Insurance shall be provided to the School District upon request. The School District shall also be notified of any changes to any coverage within thirty (30) days of such change.

TERM OF ENGAGEMENT

This agreement shall commence on the date signed by both parties and will be binding for the School District budget year of July 1, 2019, through June 30, 2020 (the "Contract Year"). This contract may be extended for a period of one year provided terms are mutually agreed upon by both parties, in writing.

For The Hammondsport School District



For Occustar - Timothy Knight, President

_____/_____/_____
Date

June /11, 2020

Date

SCHEDULE A

HAMMONDSPORT SCHOOL DISTRICT
DRUG and ALCOHOL TESTING and 19A FEES for 2020-2021

Random drug & alcohol testing for the drivers shall be at a **flat rate** of **\$67.00 per driver, per year.** Once a new driver is pre-employment tested, they shall be included into the random pool and the cost for random testing considered already paid under this contract. The overall fee for random drug and alcohol testing shall be re-evaluated at the start of each school year to determine the current number of drivers in the fleet at that time. The yearly fee is to be based on that number and may be paid in either one single, or two equal payments, in July and January respectively.

The following rates are for the individual tests as required for pre-employment or other testing circumstances *other than random testing*:

- 1) **Drug test**; "**complete**" with collection, lab analysis and M.R.O. verification = \$ 67.00/test
- 2) **Alcohol test**; Breathalyzer = \$ 35.00/test
- 3) **Shy bladder** wait time [billed in 15 minute increments] = \$ 28.00/hr

Post Accident or Reasonable Suspicion on-site and off-hours hourly service fees:

Hourly rate any time we dispatch on-site for Post Accident testing = \$ 70.00/hr

The hourly rate is in addition to the testing rates for Drug/Alcohol above

Rates are assessed door-to-door for the entire test time including travel.

19A Medical Exams and DOT option

- 1) **19A Medical exams** shall be handled either on-site, with one visit per year at = \$ 80.00
- 2) Additional D.O.T. Certification from and existing 19A exam = \$ 30.00

OR BY

- 1) Individual visits to the Occustar **Bath Office** [by appt] – **for a 19A exam** = \$ 80.00
- 2) Individual visits to the Occustar **Bath Office** [by appt] – for a 19A exam + DOT cert'n = \$110.00

Litigation and legal testimony:

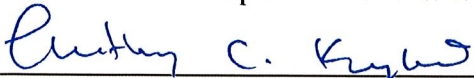
- 1) Lab litigation package from lab used in the test process = Price is the current lab fee for the package
- 2) MRO testimony (portal-to portal) = \$155.00/hr.
- 3) Medical consultation services = \$105.00/hr.

Renewal Option

Upon agreement of both parties to renew this contract, the modifications shall be listed below and both parties shall sign:

Modifications to be: _____

For The Hammondsport School District



For Occustar - Timothy C. Knight, President

_____/_____/_____
Date

June 11, 2020
Date

To: Kyle Bower 
From: Sheri Frail
RE: Summer Foodservice
Date: 6/8/20

I would like to recommend Kayla Curry for the Summer Food Service Substitute position. Ms. Curry has worked in the kitchen for this school year. The summer feeding will operate from 6/29-8/14/20.

Thank you for your consideration,


Sheri Frail Food Service Manager
GST BOCES c/o Hammondspport CSD
(607) 569-5200 ext. 5263

To: Kyle Bower ^{KB}
From: Sheri Frail
RE: Summer Foodservice
Date: 6/8/2020

I would like to recommend Theresa Hoerter for the Summer Food Service Substitute position. Ms. Hoerter has worked in the kitchen for this school year. Summer feeding will operate from 6/29-8/14/20.

Thank you for your consideration,


Sheri Frail Food Service Manager
GST BOCES c/o Hammondspport CSD
(607) 569-5200 ext. 5263

To: Kyle Bower 
From: Sheri Frail
RE: Summer Foodservice
Date: 6/8/20

I would like to recommend Kimberly Miller for the Summer Food Service Helper position. Ms. Miller has worked for the past 4 years in the summer program and has done a good job. Summer feeding will operate from 6/29-8/14/2020.

Thank you for your consideration,

Sheri Frail Food Service Manager
GST BOCES c/o Hammondspport CSD
(607) 569-5200 ext. 5263

To: Kyle Bower 
From: Sheri Frail
RE: Summer Foodservice
Date: 6/8/2020

I would like to recommend Diane Morlan for the Summer Food Service Helper position. Ms. Morlan has worked for the past 5 years in the summer program and has done a great job. We will operate summer feeding from 6/29-8/14.

Thank you for your consideration,


Sheri Frail Food Service Manager
GST BOCES c/o Hammondsport CSD
(607) 569-5200 ext. 5263

HAMMONDSPORT

Central School District

8272 Main Street Hammondsport NY 14840

Kyle C. Bower, Superintendent
Tad R. Rounds, Secondary Principal
Joe Koehler, Elementary Principal
607.569.5200
FAX: 607.569.5212

To: Board of Education
From: Kyle C. Bower, Superintendent of Schools 
Date: June 19, 2020
Re: Bailey Tenure Recommendation

I recommend that the Hammondsport Board of Education grant Lisa Bailey of 9045 Glenbrook Road, Hammondsport, NY tenure in the area of Teaching Assistant effective September 2, 2020. Mrs. Bailey has done an excellent job serving as a teaching assistant in our primary grades since she came to the District in 2017. She has successfully completed her three year probationary period and has the support and recommendation of Mr. Koehler. Lisa is always willing to help the District in any way she can and seeks out opportunities to do so. She is an asset to our students and her work with them increases student performance. That is the true role of a successful TA. I recommend her for tenure without reservation. Mrs. Bailey' resume is attached for your review.

BOARD OF EDUCATION

Dennis R. Carlson, President

Richard L. Drain, Vice President

Lynda S. Lowin

Carre A. Doyle


Kevin W. Bennett

HAMMONDSPORT

8272 Main Street Hammondsport NY 14840

Central School District

Kyle C. Bower, Superintendent
Tad R. Rounds, Secondary Principal
Joe Koehler, Elementary Principal
607.569.5200
FAX: 607.569.5212

To: Board of Education
From: Kyle C. Bower, Superintendent of Schools 
Date: June 19, 2020
Re: Chase Tenure Recommendation

I recommend that the Hammondsport Board of Education grant Erica Chase of 56 Cliffside Drive, Canisteo NY tenure in the area of Elementary Education Teacher effective September 2, 2020. Mrs. Chase joined the District in the 2016-17 school year and has successfully completed her probationary period. Mrs. Chase continues to grow as a professional and member of the school community. Her observational ratings have improved from Effective to Highly Effective over her probationary period as she has worked with her teammates and principal. She is always willing to learn and listen and has demonstrated excellent instructional abilities. Mrs. Chase is a caring educator who has done an excellent job working with our youngest Lakers. She has earned this tenure recommendation and will do an excellent job in Hammondsport for years to come. Her resume is attached for your review.

BOARD OF EDUCATION

Dennis R. Carlson, President

Richard L. Drain, Vice President

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HAMMONDSPORT

8272 Main Street Hammondsport NY 14840

Central School District

Kyle C. Bower, Superintendent
Tad R. Rounds, Secondary Principal
Joe Koehler, Elementary Principal
607.569.5200
FAX: 607.569.5212

To: Board of Education
From: Kyle C. Bower, Superintendent of Schools 
Date: June 19, 2020
Re: Gugliotta Tenure Recommendation

I recommend that the Hammondsport Board of Education grant Andrew Gugliotta of 6504 Robbins Road, Bath NY tenure in the area of Elementary Education Teacher effective September 2, 2020. Mr. Gugliotta joined the District in September 2017 as a 5th grade teacher. He has successfully completed his three-year probationary period and has achieved a Highly Effective rating in each of his three years in Hammondsport. Mr. Gugliotta is an excellent educator that truly understands curriculum, instruction, and assessment. He is always willing to learn and listen and seeks out advice when needed. I am thrilled that Andy returned to Hammondsport after his one year here in 07/08. I believe he is dedicated to our District and I look for many successful years ahead. Mr. Gugliotta's resume is attached for your review.

BOARD OF EDUCATION

Dennis R. Carlson, President

Richard L. Drain, Vice President

Lynda S. Lowin

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HAMMONDSPORT

8272 Main Street Hammondsport NY 14840

Central School District

Kyle C. Bower, Superintendent
Tad R. Rounds, Secondary Principal
Joe Koehler, Elementary Principal
607.569.5200
FAX: 607.569.5212

To: Board of Education
From: Kyle C. Bower, Superintendent of Schools 
Date: June 19, 2020
Re: Studley Tenure Recommendation

I recommend that the Hammondsport Board of Education grant Brittany A. Studley of 2542 County Route 70A, Hornell New York, tenure in the area of Elementary Education Teacher effective September 2, 2020. Mrs. Studley joined the District in the 2017-18 school year as a probationary teacher after nine successful years in Campbell Savona. Brittany has received a Highly Effective rating from her principal Mr. Koehler during all three years in Hammondsport. She is an active member of the elementary faculty and has taken on many leadership roles in her building as well as the District. Her current resume is included for your review. Mrs. Studley is a caring, student centered educator and I look for her to continue with us here in Hammondsport for many years to come.

BOARD OF EDUCATION

Dennis R. Carlson, President

Richard L. Drain, Vice President

Lynda S. Lowin

Carre A. Doyle

Kevin W. Bennett

HAMMONDSPORT CENTRAL SCHOOL

Recommendation for Hiring

TO: Hammondsport Board of Education

FROM: Kyle C. Bower, Superintendent

DATE: June 10, 2020

Instructional Staff – Probationary Recommendation

This memo is a recommendation to appoint Ms. Emily Allen to a four-year probationary appointment in the tenure area of Special Education Teacher, effective September 2, 2020 at step 1 of the current HTA contract (\$47,507). I would also recommend that Ms. Allen is approved to work in the District between July 1st and September 2nd on an hourly time sheet basis when requested by her building principal.

Ms. Allen is a May 2020 graduate of Keuka College and will receive the Emergency COVID-19 certificate for dual certification in Early Childhood Education (B-2) and Students with Disabilities (B-2) while she awaits the opportunity to complete final requirements for initial certification. Ms. Allen plans to pursue her Master's degree in Literacy (B-6) from Keuka College. Ms. Allen completed a rigorous interview process and demonstrated her potential to be a strong fit for our collaborative, positive, students-first culture in our Curtiss School. I look forward to having her join our professional family and immediately contribute to our goal of high levels of learning for all students academically, socially, and emotionally.



Signature/Title

HAMMONDSPORT CENTRAL SCHOOL

Recommendation for Hiring

TO: Hammondsport Board of Education

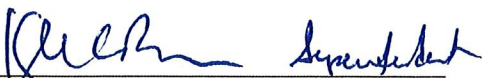
FROM: Kyle C. Bower, Superintendent

DATE: June 10, 2020

Instructional Staff – Probationary Recommendation

This memo is a recommendation to appoint Ms. Stephanie Brown to a four-year probationary appointment in the tenure area of Elementary Teacher, effective September 2, 2020 at Step 3 of the current HTA contract including Masters Degree and graduate credit hours (\$51,888). I would also recommend that Ms. Brown is approved to work in the District between July 1st and September 2nd on an hourly time sheet basis when requested by her building principal.

Ms. Brown is a 2017 graduate of SUNY Geneseo where she earned her Bachelors of Science Degree in Education for Childhood with Special Education. Ms. Brown holds dual initial certification in Childhood Education (1-6) and Students with Disabilities (1-6). Ms. Brown also earned her Master of Science degree in Curriculum and Instruction from the University of Virginia in May of 2018. Ms. Brown comes to us with two years of experience as a fourth grade literacy teacher at the Nathanael Greene Elementary School in Stanardsville, Virginia. This past spring, she was an assistant coach for her school's Girls on the Run program. She completed a rigorous interview process during which her instructional knowledge, emphasis on forming positive relationships with students, and fit for our collaborative team culture was highly apparent. I look forward to having Ms. Brown bring these skillsets to our professional family in the Curtiss School.



Signature/Title

HAMMONDSPORT CENTRAL SCHOOL

Recommendation for Hiring

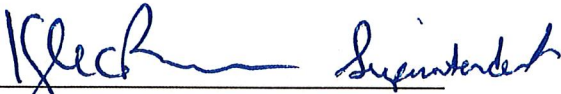
TO: Hammondsport Board of Education

FROM: Kyle C. Bower, Superintendent

DATE: June 10, 2020

Instructional Staff – Probationary Recommendation

This memo is a recommendation to appoint William Jenney to a four-year probationary appointment in the tenure area of General Music effective September 2, 2020 at Step 1 of the current HTA contract (\$47,507). I would also recommend that Mr. Jenney is approved to work in the District between July 1st and September 2nd on an hourly time sheet basis when requested by his building principal. Mr. Jenney is a graduate of SUNY Fredonia with a degree in Music Education. Mr. Jenney was interviewed by a committee of teachers, students and administrators, and was the unanimous selection. Mr. Jenney will be an outstanding addition to our already excellent teaching staff in the elementary and senior high.



Signature/Title

HAMMONDSPORT CENTRAL SCHOOL

Recommendation for Hiring

TO: Hammondsport Board of Education

FROM: Kyle C. Bower, Superintendent

DATE: June 10, 2020

Instructional Staff – Probationary Recommendation

This memo is a recommendation to appoint Rebecca Welch to a four-year probationary appointment in the tenure area of General Business Education, effective September 2, 2020 at Step 3 of the current HTA contract plus Master's Degree and credit hours (\$51,888). I would also recommend that Mrs. Welch be approved to work in the District between July 1st and September 2nd on an hourly time sheet basis when requested by her building principal. Mrs. Welch has dual certification in Social Studies 7-12 and Business and Marketing, and is currently employed at Horseheads Central School District as a business teacher with positive references from her principal. Mrs. Welch is also a graduate and current resident of the Hammondsport Central School District. Mrs. Welch will be an excellent addition to the secondary instructional staff.



Signature/Title

Hammondsport Central School

Summer drivers/monitor help

To: Kyle Bower, Superintendent



From: Emery L. Cummings Jr., Transportation Supervisor

Date: June 11, 2020

Our summer needs for operation of the bus garage for summer or 2020 are as follows.

Guy Fitzpatrick – Driver if needed

Scott Korzon – Driver if needed

Jim McNulty – Driver if needed

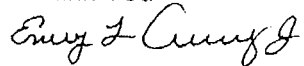
Chuck French – Driver if needed

Chuck French (mechanic helper)

Jane Huffman – Cleaner, Garage/Cars

Jane Huffman – Monitor if needed

Thank You



Emery L. Cummings Jr.

RB


HAMMONDSPORT CENTRAL SCHOOL

Principal/Supervisor Recommendation for Hiring

TO: Mr. Kyle Bower, Superintendent

FROM: Joe Koehler, Principal Date: 5/27/20

This memo is a recommendation to appoint Mrs. Kim Jensen as a certified PK-12 teacher substitute for the 2020-2021 school year. Mrs. Jensen is retiring from our district at the conclusion of the 2019-2020 school year and has been both a strong teacher and well-respected teacher leader at the Curtiss School, including most recently as an interventionist and our K-6 AIS coordinator. I am thrilled to recommend her to continue working with our students and staff in this capacity and am certain she will continue to be an asset to our district in this new capacity.



Joe Koehler, Glenn Curtiss Elementary Principal