

**BABYLON UNION FREE SCHOOL DISTRICT
50 RAILROAD AVENUE, BABYLON, NY 11702**

**BABYLON SCHOOL BOARD REGULAR BUSINESS MEETING
AGENDA – NOVEMBER 13, 2023**

The Babylon Board of Education and Administration welcomes your attendance at Board of Education meetings. Board meetings, including public comment periods, are meetings of the board in public, not meetings of the public. It is critical that boards be able to conduct their business without disruption. While public comments are not required by law, the Board of Education recognizes the value of community participation. As such, public comment affords community members the opportunity to address the Board of Education on matters under consideration. The procedure for public participation during the public portion of the meeting designated for this purpose is as follows:

- Those who address the Board must do so from the podium only and must state their name. The Board President will indicate when comments are permitted and will maintain order for each speaker.
- Speakers will have three minutes to comment. As the three-minute mark approaches, speakers will be prompted to finish their thoughts.
- All attendees will be respectful while a speaker is addressing the Board. All comments are to be directed only to the Board.
- The Board will not permit “polling” of Board members by speakers.
- After speakers have had an opportunity to do so, the Board of Education and/or Administration will do their best to provide responses to questions or comments.
- Public discussion on matters relating to staff and students, at which their reputation, privacy, or rights to due process, or those of others could in some way be violated, is prohibited. Additionally, neither the Board nor Administration will discuss questions from the public regarding collective bargaining negotiations or legal matters. Please share personnel compliments or concerns with the Board in writing. You may deliver your statement to our district clerk and/or email your statement to members of the school board at boe@babylonufsd.com
- All in attendance at the Board of Education Public Meeting must conduct themselves in a respectful manner. Personal attacks on individual board members, administrators, staff, or any other person will not be tolerated and may be cause to adjourn the meeting.

Thank you for your cooperation.

- I. **Call to Order** - 6:30 p.m.
- II. **Executive Session**
It is anticipated that, upon a majority vote of the total membership of the Board, a motion to meet in Executive Session to discuss specific collective bargaining, personnel issues, and/or other specific matters appropriate for executive session in accordance with the Open Meeting Law will be considered. Following executive session, the Board will reconvene at approximately 7:30 p.m.
- III. **Pledge of Allegiance**
- IV. **Approval of Minutes** of the Work/Study Meeting of October 23, 2023.
- V. **Approval of Treasurer’s and Business Office Financial Reports and Extra Curricular Fund Reports** for September 2023.
- VI. **Superintendent’s Report**
 - a. Student Delegate Report
 - b. News & Updates around the District
- VII. **Representatives of Organizations** – Please stand and state your name.
- VIII. **Questions/Comments from Visitors** – Please stand and state your name.
- IX. **New Business**
 1. **RESIGNATION: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the resignation of Cindy Gerdjikian, special education aide at Babylon Elementary School, effective November 6, 2023, with best wishes on her retirement.
 2. **FAMILY AND MEDICAL LEAVE REQUEST: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves a Family and Medical Leave (combination of paid and unpaid) of Margaret Kelland, Food Service Administrative Assistant, effective November 3, 2023 through January 1, 2024.

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3. **FAMILY AND MEDICAL LEAVE REQUEST: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the eight (8) week Family and Medical Leave Request of Joseph Loudon, maintenance mechanic, to care for the birth of his child. The anticipated start date of the leave is December 1, 2023, pending the birth of his child, through February 1, 2024.
4. **PART-TIME AIDE APPOINTMENTS: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following part-time aide appointments, effective November 14, 2023 to June 30, 2024. Compensation for these positions to be in accordance with the 2023-2024 Aides and Monitors Association contract. (Step 1: \$19.00, Step 2: \$19.31, Step 3: \$19.69)

Elementary School: Rossette Hiotis, Magna Nicotri

Grade School: Laura Morris (reclassified on 10/23/2023, originally appointed a monitor on 9/11/2023)

5. **PART-TIME SECURITY GUARD APPOINTMENTS: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following part-time security guard appointments effective November 14, 2023. Compensation for these appointments to be \$19.00 per hour:

Gregory Plansker
Stephen Petris (pending fingerprint clearance)

6. **CASUAL APPOINTMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following coaching/athletic appointment for the Winter 2023-2024 season. Compensation for this appointment to be in accordance with the 2023-2024 Babylon Teachers' Association Contract.

JH Winter Track Intramural Supervisor	Ashley Kniff	\$1,062
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7. **INTERNSHIP: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Internship of the following student for the Fall 2023 semester:

Intern	Field of Study	Cooperating Counselor
Hailey Tarkin	Guidance Counselor	Francesca Castro

8. **RESOLUTION, REAL PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS:**

RESOLVED, that the Babylon Union Free School District ("District") hereby adopts the Volunteer Firefighter and Ambulance Worker Exemption under Real Property Tax Law Section 466-a, based on the District's administrative recommendation of the following exemption levels: (1) 10% of the assessed value, as determined by the Town Assessor, of the primary residence of a qualifying applicant; and (2) applicant eligibility will be determined by the Town Assessor based on a minimum of two years of applicable service and other statutory requirements; and

BE IT FURTHER RESOLVED, that the District hereby adopts the Volunteer Firefighter and Ambulance Worker Exemption under Real Property Tax Law Section 466-a, based on the District's administrative recommendation of any qualifying applicant, as determined by the Town Assessor, who accrues more than twenty (20) years of active service, and who shall be granted the 10% exemption of the assessed value of their primary residence for the remainder of their life, subject to applicable statutory requirements; and

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BE IT FURTHER RESOLVED, that the Board of Education of the District, hereby authorizes the District to adopt the Volunteer Firefighters and Volunteer Ambulance Workers' Tax Exemption under Real Property Tax Law Section 466-a based on the District's administrative recommendation to allow any qualifying un-remarried spouse of a volunteer firefighter or volunteer ambulance worker killed in the line of duty, as determined by the Town Assessor, to continue to receive the Volunteer Firefighters and Volunteer Ambulance Workers' Tax exemption or reinstate a pre-existing exemption claimed by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, subject to applicable statutory requirements; and

BE IT FURTHER RESOLVED, that the Board of Education of the District, hereby authorizes the District to adopt the Volunteer Firefighters and Volunteer Ambulance Workers' Tax Exemption under Real Property Tax Law Section 466-a based on the District's administrative recommendation to allow any qualifying un-remarried spouse of a deceased volunteer firefighter or volunteer ambulance worker, as determined by the Town Assessor, to continue to receive the Volunteer Firefighters and Volunteer Ambulance Workers' Tax exemption or reinstate a pre-existing exemption claimed by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, subject to applicable statutory requirements.

9. **VILLAGE OF BABYLON SERVICES AGREEMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Services Agreement by and between the Village of Babylon and the Babylon School District for the 2023-2024 fiscal year.
10. **APPROVAL FOR EXTERNAL AUDIT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts and approves the Independent Audit of the Babylon Union Free School District as prepared by the external auditing firm of Cullen & Danowski, LLP for the 2022-2023 fiscal year.
11. **FIRST READING POLICY 6705-FEDERAL FUNDS PURCHASING: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education conducts a first reading of policy 6705-Federal Funds Purchasing.
12. **FIRST READING POLICY 6230 INTERNAL CONTROLS FOR FEDERALLY-FUNDED PROJECTS/6230-E.1-ALLOWABLE ACTIVITIES AND COSTS EXHIBIT/6230-E.2-ASSET MANAGEMENT EXHIBIT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education conducts a first reading of policy 6230 Internal Controls for Federally-Funded Projects/6230-E.1-Allowable Activities and Costs Exhibit/6230-E.2-Asset Management Exhibit.
13. **DONATION: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation of a Argyl Grill gift card, valued at \$150.00, from the Babylon Teachers' Association in honor of Board of Education Appreciation week. Thank you for this very generous donation.
14. **HEALTH SERVICE AGREEMENTS: RESOLVED**, that the Board of Education approve health services agreements between the Babylon UFSD and the following school districts for the 2023-2024 school year: Bay Shore UFSD, Brentwood UFSD, Central Islip UFSD, Commack UFSD, Comsewogue UFSD, Deer Park UFSD, Elmont UFSD, Half Hollow Hills CSD, Hempstead UFSD, Longwood CSD, North Babylon UFSD, and Wyandanch UFSD.
15. **CONSULTANT SERVICES CONTRACT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the consultant services contract between Babylon Union Free School District and Mindcare Tutoring Services for the term of October 25, 2023 through June 30, 2024.

- Required**
- Local
- Notice

FEDERAL FUNDS PURCHASING

The Board of Education views purchasing as serving the educational program by providing necessary supplies, equipment and related services. Purchasing will be centralized in the business office under the general supervision of the Purchasing Agent designated by the Board.

This policy applies to contracts for purchases, services, and public works wholly or in part funded with federal financial assistance (direct or reimbursed). The requirements of this policy also apply to any sub-recipient of the funds.

(For purchasing requirements applying to contracts for purchases, services, and public works funded with non-federal funding, policy 6700, Purchasing applies.)

All federally funded projects, loans, grants, and sub-grants, whether wholly funded or in part, are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for federal awards (Uniform Guidance) unless the federal agency or state pass-through agency awarding the funds has stated otherwise in writing.

The district will also follow all applicable local, state, and federal purchasing requirements when spending federal funds. In the event local, state, or other federal requirements are more restrictive than Uniform Guidance indicates, the more restrictive requirement will apply.

All contracts paid for in whole or in part with federal funds will be in writing. The written contract must include or incorporate by reference the provisions required by Uniform Guidance.

Competitive Bidding

Purchase contracts and public works contracts subject to competitive bidding will be awarded to the lowest responsible bidder possessing the ability to successfully meet the obligations under the terms and conditions of the contract.

If possible, purchasing contracts can be divided into smaller components to allow the greatest degree of participation by small and minority businesses and women business enterprises. However, no contract may be divided to bring the cost under bid thresholds or to evade any requirements under this policy or state and federal law.

Purchases made with federal funding in whole or in part must be necessary to perform the scope of work and must avoid purchasing of unnecessary or duplicative items.

The Purchasing Agent will procure all contracts in accordance with the requirements of this section of the policy.

For all purchases costing \$250,000 or more, the Purchasing Agent will develop an estimate of the cost of the purchasing prior to soliciting bids. These estimates may be developed by reviewing prior contract costs, online review of similar products or services, or other means by which a good faith cost estimate may be obtained. Cost estimates for public works contracts may be developed by the project designer, or construction manager.

All requests for bids must include:

- A clear and accurate description of the technical requirements for the materials, products, or services to be procured. Brand names may be used only when it is impractical or uneconomical to write a clear and accurate description of the requirement(s). When a brand name is listed, it is used as reference only and “or equivalent” must be included in the description;
- All other requirements which bidders must fulfill; and
- All other factors to be used in evaluating bids or proposals.

Additionally, all requests for bids must also include:

- Acknowledgment the use of federal funding for the contract;
- Notice that bidders must acknowledge that funding is contingent upon compliance with all terms and conditions of the funding award; and
- Notice to prospective contractors that they must comply with all applicable federal laws, regulations, executive orders, and terms and conditions of the funding award.

Designers, suppliers, and contractors who assist in the development or drafting of specifications, requirements, statements of work, invitation for bids or requests for proposals will be not be allowed to submit bids.

Requests for bids will be prepared in a way to be fair, full, and provide for open competition. They may not contain technical features that restrict competition including but not limited to unnecessary supplier experience, specifying a brand name without allowing for “or equal” products, or other unnecessary or technical requirements that have the effect of restricting competition.

The district will only accept bids which include fixed pricing, therefore will not accept the following:

- “Cost plus percentage of cost” contracts
- “Time and materials” contracts (unless no other form of contract is suitable and the contract includes a “Not to Exceed” amount).

Should a time and materials contract need to be used, it must have express written permission of the federal agency or state pass-through agency that awarded the funds.

The Board directs the Purchasing Agent to review the federally debarred bidder’s list to ensure that no contract will be awarded to a contractor included on that list.

The Board acknowledges that under certain circumstances, it may be more economical to lease equipment or buildings instead of purchasing. The Purchasing Agent will perform an analysis of such options to determine the most economical approach.

Documentation must be maintained by the Business Office detailing the history of all purchasing. The documentation must include at least the following:

- rationale for the purchasing method used,
- selection of contract type,
- contractor selection or rejection;
- basis for the contract price; and
- any other documentation required under state law, as outlined in Board policy 6700, Purchasing, and its associated regulation 6700-R.

All documentation relating to the award of any contract must be made available to the granting agency upon request.

Geographic Preference

No contract will be awarded on the basis of a geographic preference, except that geographic location can be a selection criteria for architecture and engineering contracts as long as an appropriate number of firms are able to compete for the contract.

Small and Minority Businesses, Women’s Business Enterprises, and Labor Surplus Area Firms

The district will take the following actions to use small and minority businesses, women’s business enterprises, and labor surplus area firms, when possible:

1. Place qualified small and minority businesses and women's business enterprises on solicitation lists;

2. Assure that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
3. Divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
4. Establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises;
5. Use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Require the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in items 1 through 5 above.

Specific Purchasing Procedures

The district will solicit bids in accordance with the requirements under this section of the policy based on the type and cost of the contract.

Purchase Contracts and Public Works Contracts

Contracts for physical items, services, and public works will be procured using the following processes, depending on the contract amount:

1. Contracts of \$10,000 and below are subject to the Uniform Guidance "micro-purchase" method of procurement and the district's policy and regulation on purchasing (see 6700 and 6700-R, Purchasing). To the extent practicable, purchases must be distributed among qualified suppliers.
2. Contracts of over \$10,000 up to \$20,000 (for purchase contracts) or \$35,000 (for public works contracts) are subject to the Uniform Guidance "small purchase" method of procurement and the district's policy and regulation on purchasing (see 6700 and 6700-R, Purchasing), except where the "non-competitive proposals" method is determined to be most appropriate.
3. Contracts of over \$20,000 (for purchase contracts) or \$35,000 (for public works contracts) up to \$250,000 are subject to the requirements of New York State with regard to competitive bidding, as outlined in the district's policy and regulation on purchasing (see 6700 and 6700-R, Purchasing), except where the "non-competitive proposals" method is determined to be most appropriate.
4. Contracts of over \$250,000 are subject to either (1) a combination of the most restrictive requirements of the Uniform Guidance "sealed bid" procedure and state competitive bidding procedures (outlined in the district's policy and regulation on purchasing (see 6700 and 6700-R, Purchasing) or (2) the "competitive proposals" method of procurement, except where the "non-competitive proposals" method is determined to be most appropriate.

Methods of Procurement

Sealed Bids: The following rules apply to the use of sealed bids:

1. Bids will be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, and the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, will define the items or services in order for the bidder to properly respond;
3. All bids will be opened at the time and place prescribed in the invitation for bids, and the bids will be opened publicly;
4. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
5. Any or all bids may be rejected if there is a sound documented reason.

Sealed bids may not be appropriate when:

1. Time does not permit the solicitation, submission and evaluation of sealed bids;
2. It is necessary to conduct discussions with the responding offerors about their bids;
3. A complete, adequate, and realistic specification or purchase description is not available;
4. The procurement does not lend itself to a firm fixed price contract, so the selection of a successful bidder cannot be made principally on the basis of price; or
5. There is a reasonable expectation that only one sealed bid will be received.

Competitive Proposals: Where the use of sealed bids is not appropriate, competitive proposals may be used:

1. Requests for proposals will be publicized and identify all evaluation factors and relative importance. All responses to proposals will be considered to the extent practical;
2. Proposals will be solicited from an adequate number (at least two) of qualified sources;
3. The district will utilize the method outlined in policy 6741 to evaluate the proposals and select a recipient;
4. The district will award contracts to the responsible firm whose proposal is most advantageous to the program, considering price and other factors; and
5. For qualifications-based architectural/engineering services, the district may select the most qualified competitor, subject to negotiation of fair and reasonable compensation, where price is not used as a selection factor.

Noncompetitive Proposals: Purchase Contracts or Public Works Contracts of over \$10,000 may utilize noncompetitive proposals, where only one source is solicited, when one or more of the following conditions apply:

1. The item is available only from a single source;
2. There is an emergency which does not permit delay due to soliciting competition;
3. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the district;
or
4. The district solicits from of a number of sources and determines competition to be inadequate.

Important Additional Information

Any contract for the erection, construction or alteration of building when the entire cost of such work will exceed \$1,500,000 must have specification prepared in accordance with New York State General Municipal Law §101 (The Wicks Law).

All bidders will submit all documents required by General Municipal Law Article 5-A.

Contractor Oversight

The district must maintain oversight of the contract to ensure that the contractor is performing in accordance with the contract terms, conditions, and specifications.

Cross-ref: 6700, Purchasing

Ref: 2 CFR §§200.318; 200.319; 200.323; 200.465
General Municipal Law §§103; 104-b

Adoption date:

Required
 Local
 Notice

INTERNAL CONTROLS FOR FEDERALLY-FUNDED PROJECTS

The Federal Uniform Grant Guidance (UGG) identifies the criteria that must be met in order to properly charge costs to federally funded projects.

The district will adhere to all applicable cost principles governing the use of Federal grants and contracts, whether a direct recipient or a sub-recipient. district personnel who are responsible for administering, expending or monitoring grant funded programs should be well versed with the categories of costs that are generally allowable and unallowable.

The cost guidelines of the UGG must be considered any time Federal award funds are to be expended.

Federal regulations also require that any other district policies related to specific types of expenditures must also be followed.

The board directs the Assistant Superintendent for Business to ensure the district establishes appropriate internal controls over Federal awards which:

- Provide reasonable assurance of compliance with Uniform Grant Guidance;
- Comply with federal statues regulations, and grant terms and conditions;
- Evaluate and monitor compliance;
- Take prompt action when instances of noncompliance are identified; and
- Safeguard protected personally identifiable information (PII) and other sensitive data.

The criteria for determining eligibility will vary from program to program, but the objective that only eligible individuals or organizations participate remains consistent across all Federal programs. Eligibility for a specific award will be announced in the award notice.

Certain programs have unique compliance requirements. The Assistant Superintendent for Business must review these, normally provided in the Grant Award Notice, and ensure compliance with those requirements.

The period of performance will be described in the grant award notice. All obligations must occur on or between the beginning and ending dates of the grant project.

Responsibilities

The Assistant Superintendent for Business are responsible for creating purchasing documents and encumbering grant funds. They should be familiar with the general cost principles embodied in the Federal UGG. Purchasing office personnel must notify the Superintendent when they recognize a request as an unallowable cost and will reject the requisition.

The Superintendent along with the Assistant Superintendent for Business must ensure that any costs charged to federal awards are aligned with applicable cost principles, are computed correctly, and would not create a compliance violation. The Purchasing Agent will monitor, review and approve (or disapprove) grant expenditures at the program office level as the first level of "Approver" for non-personnel expenditures to ensure that applicable cost principles, regulations and policies are followed.

Related Policies

The following policies detail the responsibility and controls regarding purchasing and the allocation of costs to grants pursuant to the Uniform Guidance.

- 0100 Equal Opportunity and Nondiscrimination
- 2160 Code of Ethics
- 1120 School district Records
- 8334 Use of Credit Cards
- 6830 Expense Reimbursement
- 6240, Investments
- 8500 School Lunch Program

Direct costs are expenses that are specifically associated with a particular grant program that can be directly assigned to such activities relatively easily with a high degree of accuracy. Common examples of direct costs include salaries and fringe benefits, equipment and supplies for the program.

Indirect costs are incurred for common or joint objectives and, therefore, cannot be readily and specifically identified with a particular program. They are expenses that benefit more than one grant. Common examples of indirect costs include utilities, local telephone charges, shared office supplies, administrative or secretarial salaries.

Financial Management Standards

Financial management systems standards include:

Identification

The district will identify, in its accounts, all Federal awards received and expended and the Federal programs under which they were received. Federal program and award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, name of the Federal agency, and, if applicable, name of the pass-through entity.

Financial Reporting

The district must maintain records which adequately identify the source and application of funds provided for Federally-assisted activities. Reports will be filed in a timely fashion on the forms directed by the state or Federal agency. These include, but are not limited to the FS-10 series, FS-25, and SF-425.

The most common reports are pre-designed by the Federal agency, are approved by OMB, and are available to all recipients and the general public. Common reports include:

- FS-10, *Proposed Budget for a Federal or State Project*
- FS-10A, *Proposed Amendment for a Federal or State Project*
- FS-25, *Request for Funds for a Federal or State Project*

It is critical for charges to match the actual disbursement. Therefore, when filing final reports, all accounting must be for actual, not budgeted accounting numbers.

Internal Controls

Effective control and accountability must be maintained for all funds, real and personal property, and other assets. The district maintains an internal controls procedures manual which will be followed to implement these activities.

Written procedures will outline the process to be followed, using manageable steps, offering enough detail to be clear, but not be so cumbersome to hold up process or payment.

Overview of the Financial Management/Accounting System

The district maintains a fund accounting system for financial management. This system manages fund accounting, the purchasing function, and the human resources function, including payroll. All budgets are loaded into the system after the approval by SED. Federal funds are named in such a fashion to permit a clear delineation of the accounting for subsequent identification by CFDA title and number.

The Assistant Business Administrator or their designee will compile timely, accurate financial reports. Monthly grant reports will include current and cumulative expenditures against project budget, with unencumbered amounts remaining identified.

Budgeting

The Planning Phase: Meetings and Discussions

Before Receiving the Grant Award Notice (GAN): Upon notification of the availability of a grant, the Assistant Superintendent for Business, or their designee will make an initial determination whether the district meets the minimum qualifications for the grant; whether this grant, if awarded, supplements and does not supplant any existing efforts in this area. The Assistant Superintendent for Business, or their designee will present the general grant concept to the Board of Education and receive its direction on filing for the grant. This direction may be in the form of informal guidance, including oral instructions.

Reviewing and Approving the Budget: The final approval of the grant budget normally resides with the awarding agency. The Superintendent, in conjunction with the Assistant Superintendent for Business, will review the items in the budget to ensure allowability. Once the district Office determines that all budgeted items are allowable, the budget is approved by the Superintendent and forwarded to the awarding agency for its approval.

Amending the Budget

The Assistant Superintendent for Business, or their designee as appropriate, will prepare necessary documentation to amend any grants awarded. If necessary, amendments will be forwarded to and approved by the awarding agency.

Matching, Level of Effort, and Earmarking

Matching, also referred to as “cost sharing”, is a requirement for the recipient to provide contributions or donations of a specified amount or percentage to supplement Federal assistance received.

Level of effort defines particular goals or objectives the recipient must achieve with the assistance received, and includes recipient requirements for a specified level of service, specified level of expenditures for designated activities, and Federal funds to supplement and not supplant non-Federal services.

Earmarking is a requirement that specifies a limit amount or percentage of the program’s assistance that must (minimum) or may (maximum) be used for specified activities.

Individual Federal grants may have matching or level of effort requirements associated with the grant as a condition of award. The Superintendent will determine these requirements during the application/pre-award phase of the process.

The Assistant Superintendent for Business, *or their designee* will ensure that earmark requirements are fully complied with. The Assistant Superintendent for Business, *or their designee* will monitor this aspect and ensure that no funds are disbursed that do not meet the earmarking requirements.

Budget Control

On a monthly basis the Assistant Business Administrator, or their *designee* will provide, or have provided to, the Board of Education, as well as the district administration, with a report of expenditures incurred during the month. This will be incorporated into the monthly Treasurer's report for all district funds.

Sub-recipient Monitoring

In the event that the district awards subgrants to other entities (also known as pass-through entities), the district will monitor those grant subrecipients to ensure compliance with Federal, state, and local laws. The specific measures will be developed at the time the subgrant is awarded and will be followed up by the Superintendent.

Accounting Records

The district maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the sub-grantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with Federal program requirements. These records and accounts must be retained and made available for programmatic or financial audit and will be maintained for a minimum of six years after filing the final reports, unless the New York state retention period prescribes a longer retention period.

All employees who are paid in full or in part with Federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities.

Charges to Federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must be certified by the supervisor to assure that the work was in compliance with the grant or award intent.

Time and Effort Standards

All employees who are paid in full or in part with Federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities.

Charges to Federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must be certified by the supervisor to assure that the work was in compliance with the grant or award intent.

Spending Grant Funds

The *Assistant Superintendent for Business, or their designee* will oversee the accounting functions for all grants. Payroll operations will make allowable payments for personnel services. No employees will be paid unless approved by the Board of Education. Purchasing operations will be in accordance with the district Purchasing policy, 6700. Only the Purchasing Agent may commit the funds to a purchase.

Expenditures must be aligned with approved budgeted items. For grants flowing through the State Education Department, variations or changes are documented on Form FS-10 or FS-10A and submitted to the controlling state authority for approval.

When determining how the district will spend its grant funds, the Superintendent and/or the district Business Office will review the proposed cost to determine whether it is an allowable use of Federal grant funds *before* obligating and spending those funds on the proposed good or service.

The district will comply with its established Purchasing policies (Policy 6700 and Regulation 6700-R) in all purchases made through Federal grants or awards. The procurement requirement is established to ensure that such goods and services are obtained in an effective manner, including the prohibition of conflicts of interest, the fair selection of vendors, provide open and free competition among vendors, etc. The Purchasing Agent must verify that the vendor, supplier, provider or their respective principals (e.g., owners, top management, etc.) are not suspended, debarred or otherwise excluded by the Federal government. This is done by checking the Excluded Parties List System (EPLS) maintained by the General Services Administration (GSA) or by contacting the Federal agency.

Selected Items of Cost

Federal Regulations Title 2, Part 200 examines the allowability of 55 specific cost items (commonly referred to as Selected Items of Cost) at 2 CFR §§200.420-200.475. These cost items are listed in the chart in Exhibit 6230-E.1.

District personnel responsible for spending Federal grant funds and for determining allowability must be familiar with the Part 200 selected items of cost section.

Program Income

This type of income includes, but is not limited to, income from fees for services performed, the use or rental of real or personal property acquired under Federal awards, the sale of commodities or items fabricated under a Federal

award, license fees and royalties on patents and copyrights, and principal and interest on loans made with Federal award funds. However, it generally does not include interest on program funds.

The default method for the use of program income for the district is the deduction method. Under the deduction method, any program income is deducted from total allowable costs to determine the net allowable costs.

Standards of Conduct

In accordance with 2 CFR §200.112, NY GML §§806 and 808, and district policy 2160, the district maintains a code of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.

Reporting Violations

Any violations of allowability of cost, standards of conduct, or other means tied to federal grants will be investigated promptly by the Assistant Superintendent for Business. If the investigation indicates violations of rules of the grant or federal guidelines or other law, the district must report such findings in a timely manner to the appropriate agency. The Superintendent or their designee will establish procedures to do so based on agency requirements.

Cross ref: 0100, Equal Opportunity and Nondiscrimination
1120, School District Records
8500, School Lunch Program
6830, Expense Reimbursement
8334, Use of district Credit Card
2160, School district Officer and Employee Code of Ethics
9645, Disclosure of Wrongful Conduct

Ref: 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards)

Adoption date:

ALLOWABLE ACTIVITIES AND COSTS EXHIBIT

Expenditures must be aligned with approved budgeted items. For grants flowing through the State Education Department, variations or changes are documented on Form FS-10 or FS-10A and submitted to the controlling state authority for approval.

When determining how the district will spend its grant funds, the Superintendent and/or the district Business Office will review the proposed cost to determine whether it is an allowable use of Federal grant funds *before* obligating and spending those funds on the proposed good or service.

- **Be Necessary and Reasonable for the performance of the Federal award.** A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made. For example, reasonable means that sound business practices were followed, and purchases were comparable to market prices.
 - Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the district can demonstrate that the cost addresses an existing need, and can prove it.
- **Allocable to the Federal award.** A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received. For example, if 50% of a teacher's salary is paid with grant funds, then that teacher must spend at least 50% of his or her time on the grant program. This will be documented in order to demonstrate the allocability determination.
- **Consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the district.**
- **Adequately documented.** All expenditures must be properly documented.
- **Be determined in accordance with general accepted accounting principles (GAAP), unless provided otherwise in the condition of the Federal award.**

Selected Items of Cost

Part 200 examines the allowability of 55 specific cost items (commonly referred to as Selected Items of Cost) at 2 CFR §§200.420-200.475. These cost items are listed in the chart below along with whether the item is allowable.

BABYLON UNION FREE SCHOOL DISTRICT

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District personnel responsible for spending Federal grant funds and for determining allowability must be familiar with the Part 200 selected items of cost section.

The selected item of cost addressed in Part 200 includes the following:

Item of Cost	Allowability Rule	Citation
Advertising and public relations costs	Allowable with restrictions	2 CFR §200.421
Advisory councils	Allowable with restrictions	2 CFR §200.422
Alcoholic beverages	Not allowable	2 CFR §200.423
Alumni/ae activities	Not specifically addressed	2 CFR §200.424
Audit services	Allowable with restrictions	2 CFR §200.425
Bad debts	Not allowable	2 CFR §200.426
Bonding costs	Allowable with restrictions	2 CFR §200.427
Collection of improper payments	Allowable	2 CFR §200.428
Commencement and convocation costs	Not specifically addressed	2 CFR §200.429
Compensation – personal services	Allowable with restrictions	2 CFR §200.430
Compensation – fringe benefits	Allowable with restrictions	2 CFR §200.431
Conferences	Allowable with restrictions	2 CFR §200.432
Contingency provisions	Not allowable with exceptions	2 CFR §200.433
Contributions and donations	Not allowable	2 CFR §200.434
Defense and prosecution of criminal and civil proceedings, claims, appeals and patent infringements	Allowable with restrictions	2 CFR §200.435
Depreciation	Allowable with qualifications	2 CFR §200.436
Employee health and welfare costs	Allowable with restrictions	2 CFR §200.437
Entertainment costs	Not allowable with exceptions	2 CFR §200.438
Equipment and other capital expenditures	Based on specific requirements	2 CFR §200.439
Exchange rates	Allowable with restrictions	2 CFR §200.440
Fines, penalties, damages and other settlements	Not allowable with exception	2 CFR §200.441
Fund raising and investment management costs	Not allowable with exception	2 CFR §200.442

BABYLON UNION FREE SCHOOL DISTRICT

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Gains and losses on disposition of depreciable assets	Allowable with restrictions	2 CFR §200.443
General costs of government	Not allowable with exceptions	2 CFR §200.444
Goods and services for personal use	Not allowable	2 CFR §200.445
Idle facilities and idle capacity	Idle facilities – not allowable with exceptions; idle capacity – allowable with restrictions	2 CFR §200.446
Insurance and indemnification	Allowable with restrictions	2 CFR §200.447
Intellectual property	Allowable with restrictions	2 CFR §200.448
Interest	Allowable with restrictions	2 CFR §200.449
Lobbying	Not allowable	2 CFR §200.450
Losses on other awards or contracts	Not allowable	2 CFR §200.451
Maintenance and repair costs	Allowable with restrictions	2 CFR §200.452
Materials and supplies costs, including costs of computing devices	Allowable with restrictions	2 CFR §200.453
Memberships, subscriptions, and professional activity costs	Allowable with restrictions, not allowable for lobbying organizations	2 CFR §200.454
Organization costs	Not allowable except Federal prior approval	2 CFR §200.455
Participant support costs	Allowable with prior approval of the Federal awarding agency	2 CFR §200.456
Plant and security costs	Allowable	2 CFR §200.457
Pre-award costs	Allowable with restrictions	2 CFR §200.458
Professional services costs	Allowable with restrictions	2 CFR §200.459
Proposal costs	Allowable with restrictions	2 CFR §200.460
Publication and printing costs	Allowable with restrictions	2 CFR §200.461
Rearrangement and reconversion costs	Allowable (ordinary and normal)	2 CFR §200.462
Recruiting costs	Allowable with restrictions	2 CFR §200.463
Relocation costs of employees	Allowable with restrictions	2 CFR §200.464
Rental costs of real property and equipment	Allowable with restrictions	2 CFR §200.465
Scholarships and student aid costs	Not addressed; refer to Federal agency awarding grant	2 CFR §200.466
Selling and marketing costs	Not allowable with exceptions	2 CFR §200.467
Specialized service facilities	Allowable with restrictions	2 CFR §200.468
Student activity costs	Not allowable unless specifically provided for in the Federal award	2 CFR §200.469
Taxes (including Value Added Tax)	Allowable with restrictions	2 CFR §200.470
Termination costs	Allowable with restrictions	2 CFR §200.471
Training and education costs	Allowable for employee development	2 CFR §200.472
Transportation costs	Allowable with restrictions	2 CFR §200.473
Travel costs	Allowable with restrictions	2 CFR §200.474
Trustees	Not specifically addressed, refer to Federal agency awarding agency	2 CFR §200.475

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In order for a cost to be allowable, the expenditure must also be allowable under the applicable program statute (e.g., Title I of the Elementary and Secondary Education Act (ESEA), or the Carl D. Perkins Career and Technical Education Act (Perkins), along with accompanying program regulations, non-regulatory guidance and grant award notifications.

The *Assistant Superintendent for Business, or their designee* shall coordinate personnel services procured through Federal awards, including both assignment of personnel costs to the grant and procurement of personnel services from an outside source.

Adoption date:

ASSET MANAGEMENT EXHIBIT**Cash Management**

The district will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the district, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the district receives payment from the New York State Department of Education on a reimbursement basis.

The district Business Office will request reimbursement for actual expenditures incurred under the Federal grants at least semi-annually, and more frequently if dictated by the awarding agency. All reimbursements shall be based on actual disbursements, not on obligations.

Consistent with state and Federal requirements, the district will maintain source documentation supporting the Federal expenditures (invoices, time sheets, payroll stubs, etc.) for a period of six years after the grant is closed and the final funds are received and will make such documentation available for review by NYSED upon request.

Equipment and Property Management

Equipment and real property procured through any federally funded award shall be accounted for under district policies 6700, Purchasing; 6705, Federal Funds Purchasing; and 6645, Accounting of Fixed Assets. The district shall maintain an active accounting and inventory system for all items procured through Federal grants.

A. Property Classifications

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the district for financial statement purposes, or \$5,000. 2 CFR §200.33.

Capital assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:

- Land, buildings (facilities), equipment, and intellectual property (including software)
- Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 CFR §200.12.

B. Inventory Procedure

Upon receipt any property classified above, the item shall be entered into the inventory system in sufficient detail to provide a discrete identification of the item (nomenclature, serial numbers, model numbers, etc.) as well as the location where the equipment will ultimately be situated.

C. Inventory Records

For each equipment and computing device purchased with Federal funds, the following information is maintained:

- Serial number or other identification number
- Source of funding for the property
- Acquisition date and cost of the property
- Location, use and condition of the property

D. Physical Inventory

A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.

E. Maintenance

In accordance with 2 CFR §200.313(d)(4), the district maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The district maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the Federal award, and the district will not encumber the property without prior approval of the Federal awarding agency and the pass-through entity.

H. Disposal of Equipment

Generally, disposition of equipment is dependent on its fair market value (FMV) at the time of disposition. If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the Federal awarding agency. If the item has a current FMV of more than \$5,000, the Federal awarding agency is entitled to the Federal share of the current market value or sales proceeds. All final decisions to excess property are reserved to the Board of Education.

Adoption date:

**BABYLON UNION FREE SCHOOL DISTRICT
TREASURER'S REPORT AS OF MAY 2023**

	<u>PRIOR BALANCE</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u>
GENERAL FUND				
Chase Bank-Checking	46,386.64	6,301,006.86	5,039,258.83	1,308,114.67
Chase Premier MM	12,277.30	19.57	0.00	12,298.67
Chase/Payroll	2,224.03	2,411,414.23	2,411,414.23	2,224.03
Chase/Disbursement	4,894.61	1,355,760.95	1,355,760.95	4,894.61
NYCLASS/General Fund	8,077,316.60	931,926.44	2,326,000.00	6,683,243.04
TRUST AND AGENCY				
Chase Bank	379,615.72	2,593,606.00	2,573,806.53	399,415.19
NYCLASS	255,232.06	1,052.72	0.00	256,284.78
SCHOOL LUNCH				
Chase Bank	351,099.27	70,638.50	58,816.09	362,921.68
NYCLASS	306,278.46	1,263.28	-	307,541.72
FEDERAL FUNDS				
Chase Bank	2,727.54	144,923.70	147,425.80	225.44
CAPITAL FUND I				
Chase Bank	1,385.59	2.21	0.00	1,387.80
NYCLASS	708,813.21	2,923.58	0.00	711,736.79
EXTRA-CURRICULAR FUND				
Chase/Checking	135,453.25	6,922.84	14,456.09	127,920.00
SCHOLARSHIP ACCTS				
Webster Bank - Bemichon Scholarship	4,840.42	0.05	0.00	4,840.47
Wells Fargo - Stanewick Scholarship	15,398.94	0.00	0.00	15,398.94
JP Morgan Chase - Rowe Scholarship	3,699.35	5.03	0.00	3,704.38
JP Morgan Chase - Rotzman Scholarship	1,001.28	0.00	0.00	1,001.28
TFCU - Huxtable Scholarship	55.34	0.00	0.00	55.34
Teachers Fed Credit Union - Scholarship	18,101.31	1.54	0.00	18,102.85
TFCU - Grossman Scholarship	2,765.16	0.00	0.00	2,765.16
RECEIPTS				
Interest-Checking Account	1,308.80			
Miscellaneous	1,000.00			
Other Compensation for Loss				
Tuition Other Districts				
Health Services Other Districts	4,895.85			
Insurance Recovery				
Town of Babylon Taxes Received	3,813,652.47			
P I L O T	15,088.99			
Star Program				
E-Rate Reimbursement				
State of NY General Aid/Tuition				
State of NY Textbook Aid				
State of NY Lottery Aid				
State of NY Software/Hardware Aid				
State of NY Library Aid				
State of NY/Other/Excess Cost				
State of NY/SLF Meal Claims (transferred to SLF)	4,013.00			
State of NY/Federal Grants (transferred to Federal Fund)	18,396.00			
Suffolk County/CPSE				
Prior Years State Aid				
BOCES Aid				
Prior Year BOCES Aid				
Refund of Expenditures	118,651.75			
Refund of Prior Year Expense				
Interfund Transfers				
Premier MM Transfers				
NYCLASS Transfers	2,326,000.00			
TANS				
TANS Premium				
TOTAL RECEIPTS	<hr/>	<hr/>		
	6,301,006.86			

GROSS PAYROLLS

General Fund	2,287,230.97
School Lunch Fund	35,191.74
Federal Fund	<hr/>
	88,891.52
	<hr/>
	2,411,414.23



Assistant Superintendent for Business

**FINANCIAL REPORT
MAY, 2023**

	MAY 1	MAY	MAY 31
GENERAL FUND			
July 1, 2022 - Opening Balance	2,756,139.41		2,756,139.41
RECEIPTS:			
Interest-Checking Account	11,077.41	1,308.80	12,386.21
Miscellaneous	13,801.81	1,000.00	14,801.81
Other Compensation for Loss	0.00	0.00	0.00
Tuition Other Districts	0.00	0.00	0.00
Health Services Other Districts	33,291.77	4,895.85	38,187.62
Insurance Recovery	5,567.00	0.00	5,567.00
Town of Babylon-Taxes Received	25,982,521.59	3,813,652.47	29,796,174.06
P.I.L.O.T.	15,088.99	15,088.99	30,177.98
Star Program	2,393,560.00	0.00	2,393,560.00
"E" Rate Reimbursement	4,258.62	0.00	4,258.62
State of NY General Aid/Tuition	2,720,816.98	0.00	2,720,816.98
State of NY Textbook Aid	71,608.00	0.00	71,608.00
State of NY Lottery Aid	1,685,416.98	0.00	1,685,416.98
State of NY Software/Hardware Aid	38,388.00	0.00	38,388.00
State of NY Library Aid	9,943.00	0.00	9,943.00
State of NY/Other/Excess Cost	1,232,655.25	0.00	1,232,655.25
State of NY/SLF Meal Claims (transferred to SLF)	328,565.00	4,013.00	332,578.00
State of NY/Federal Grants (transferred to Fed Fund)	1,174,561.13	16,396.00	1,190,957.13
Suffolk County/CPSE	47,278.00	0.00	47,278.00
Prior Year State Aid	49,810.00	0.00	49,810.00
BOCES Aid	605,944.00	0.00	605,944.00
Prior Years BOCES Aid	513,537.00	0.00	513,537.00
Refund of Expenditures	784,040.71	118,651.75	902,692.46
Refund of Prior Years Expense	99,121.91	0.00	99,121.91
Interfund Transfers	2,100,000.00	0.00	2,100,000.00
Premier MM Transfers	800,000.00	0.00	800,000.00
NYCLASS Transfers	19,240,000.00	2,326,000.00	21,566,000.00
TAN's Premium	8,000,000.00	0.00	8,000,000.00
TAN's Interest	63,520.00	0.00	63,520.00
TOTAL RECEIPTS	70,780,512.56	6,301,006.86	77,081,519.42
DISBURSEMENTS:			
Payroll and A/P	29,091,634.94	3,820,234.21	32,911,869.15
Miscellaneous	3,588.36	0.00	3,588.36
Insurance Recovery	0.00	0.00	0.00
Interfund Transfer	2,713,120.13	148,909.00	2,862,029.13
Library Payment	1,651,154.20	165,115.42	1,816,269.62
Energy Performance Prin & Int	346,846.90	0.00	346,846.90
Bond Principal and Interest	618,912.50	0.00	618,912.50
TAN's Principal and Interest	8,208,888.89	0.00	8,208,888.89
MM Premier Account	6,600,000.00	0.00	6,600,000.00
NYCLASS Transfer	21,500,000.00	905,000.00	22,405,000.00
TOTAL DISBURSEMENTS	70,734,145.92	5,039,258.63	75,773,404.55
GENERAL FUND CASH BALANCE		-----	1,308,114.87

**FINANCIAL REPORT
MAY, 2023**

	MAY 1	MAY	MAY 31
SCHOOL LUNCH			
July 1, 2022 - Opening Balance	469,856.50		469,856.50
RECEIPTS:			
Miscellaneous and Sales	462,711.85	66,625.50	529,337.35
Interfund Transfer	0.00	0.00	0.00
State of NY	328,565.00	4,013.00	332,578.00
TOTAL RECEIPTS	1,261,133.35	70,638.50	1,331,771.85
DISBURSEMENTS:			
Payroll and A/P	610,034.08	58,816.09	668,850.17
NYCLASS	300,000.00	0.00	300,000.00
Miscellaneous	0.00	0.00	0.00
TOTAL DISBURSEMENTS	910,034.08	58,816.09	968,850.17
SCHOOL LUNCH CASH BALANCE		-----	362,921.68
 TRUST AND AGENCY			
July 1, 2022 - Opening Balance	383,827.42		383,827.42
RECEIPTS:			
	22,668,499.98	2,593,606.00	25,262,105.98
TOTAL RECEIPTS	23,052,327.40	2,593,606.00	25,645,933.40
DISBURSEMENTS:			
	22,672,711.68	2,573,806.53	25,246,518.21
TOTAL DISBURSEMENTS	22,672,711.68	2,573,806.53	25,246,518.21
TRUST AND AGENCY CASH BALANCE		-----	399,415.19
 FEDERAL FUNDS:			
July 1, 2022 - Opening Balance	4,589.05		4,589.05
RECEIPTS:			
Interest	967.23	27.70	994.93
State of NY	925,554.15	16,396.00	941,950.15
Miscellaneous	0.00	0.00	0.00
Interfund Transfer	225,000.00	128,500.00	353,500.00
TOTAL RECEIPTS	1,156,110.43	144,923.70	1,301,034.13
DISBURSEMENTS:			
Payroll and A/P	1,153,382.89	147,425.80	1,300,808.69
Miscellaneous	0.00	0.00	0.00
Interfund Transfer	0.00	0.00	0.00
TOTAL DISBURSEMENTS	1,153,382.89	147,425.80	1,300,808.69
FEDERAL FUNDS CASH BALANCE			225.44

**FINANCIAL REPORT
MAY, 2023**

	MAY 1	MAY	MAY 31
INVESTMENTS:			
PREMIER MM			
July 1, 2022 - Opening Balance	10,306,245.47		10,306,245.47
RECEIPTS:			
Deposits	9,070,000.00	0.00	9,070,000.00
CD Redeemed	0.00	0.00	0.00
Interest	21,614.82	19.57	21,634.39
TOTAL RECEIPTS	19,397,860.29	19.57	19,397,879.86
DISBURSEMENTS:			
General Fund	11,885,582.99	0.00	11,885,582.99
NYCLASS	7,500,000.00	0.00	7,500,000.00
CD Purchased	0.00	0.00	0.00
TOTAL DISBURSEMENTS	19,385,582.99	0.00	19,385,582.99
INVESTMENTS CASH BALANCE			12,296.87
NYCLASS:			
GENERAL FUND			
July 1, 2022 - Opening Balance	0.00		0.00
RECEIPTS:			
Deposits	0.00	0.00	0.00
Transfer from Chase accounts	29,000,000.00	905,000.00	29,905,000.00
Interest	267,316.60	26,926.44	294,243.04
TOTAL RECEIPTS	29,267,316.60	931,926.44	30,199,243.04
DISBURSEMENTS:			
Interfund Transfer	0.00	0.00	0.00
Transfer to Chase accounts	21,190,000.00	2,326,000.00	23,516,000.00
TOTAL DISBURSEMENTS	21,190,000.00	2,326,000.00	23,516,000.00
NYCLASS CASH BALANCE			6,683,243.04
NYCLASS:			
CAPITAL FUND			
July 1, 2022 - Opening Balance	0.00		0.00
RECEIPTS:			
Deposits	0.00	0.00	0.00
Transfer from Chase accounts	694,283.00	0.00	694,283.00
Interest	14,530.21	2,923.58	17,453.79
TOTAL RECEIPTS	708,813.21	2,923.58	711,736.79
DISBURSEMENTS:			
General Fund	0.00	0.00	0.00
Transfer to Chase accounts	0.00	0.00	0.00
TOTAL DISBURSEMENTS	0.00	0.00	0.00
NYCLASS CASH BALANCE			711,736.79

FINANCIAL REPORT
MAY, 2023

	MAY 1	MAY	MAY 31
NYCLASS:			
SCHOOL LUNCH			
July 1, 2022 - Opening Balance	0.00		0.00
RECEIPTS:			
Deposits	0.00	0.00	0.00
Transfer from Chase accounts	300,000.00	0.00	300,000.00
Interest	6,278.46	1,263.26	7,541.72
TOTAL RECEIPTS	306,278.46	1,263.26	307,541.72
DISBURSEMENTS:			
General Fund	0.00	0.00	0.00
Transfer to Chase accounts	0.00	0.00	0.00
TOTAL DISBURSEMENTS	0.00	0.00	0.00
NYCLASS CASH BALANCE			307,541.72
NYCLASS:			
TRUST & AGENCY			
July 1, 2022 - Opening Balance	0.00		0.00
RECEIPTS:			
Deposits	0.00	0.00	0.00
Transfer from Chase accounts	250,000.00	0.00	250,000.00
Interest	5,232.06	1,052.72	6,284.78
TOTAL RECEIPTS	255,232.06	1,052.72	256,284.78
DISBURSEMENTS:			
General Fund	0.00	0.00	0.00
Transfer to Chase accounts	0.00	0.00	0.00
TOTAL DISBURSEMENTS	0.00	0.00	0.00
NYCLASS CASH BALANCE			256,284.78

Respectfully Submitted,



Deirdre Lunetta
Assistant Superintendent for Business

