



## REGULAR MEETING – July 22, 2021

A Regular Meeting of the Tech Valley Regional Technology Institute (Tech Valley High School), a joint venture of the Board of Cooperative Educational Services of Albany-Schoharie-Schenectady-Saratoga Counties, 900 Watervliet-Shaker Road, Albany, New York, and the Board of Cooperative Educational Services of Rensselaer-Columbia-Greene Counties, 10 Empire State Boulevard, Castleton, New York, was held on July 22, 2021 at the Tech Valley High School, SUNY Polytechnic Institute, College of Nanoscale Science and Engineering, 246 Tricentennial Drive, Albany, New York 12203. The meeting was called to order at 6:15 p.m. by President Phelan.

### PRESENT

John Bergeron  
Edmund Brooks  
Nancy delPrado  
Joseph Garland  
Lynne Lenhardt  
John Phelan  
Gretchen Wukits,  
Clerk of the Board

### ABSENT

Lynn Clum  
John Hill  
Kevin Kutzscher  
Frank Zwack  
Anita Murphy, Dist. Supt.

### GUESTS

Wendy Ashley  
Mike Buono  
Joe Dragone  
Danielle Hemmid  
Rafael Olazagasti  
Shannon Tahoe  
Anthony Taibi

### STAFF

Amy Hawrylchak  
Sarah Fiess

President Phelan led the Pledge of Allegiance.

### **PLEDGE OF ALLEGIANCE**

It was moved by Mrs. Lenhardt and seconded by Mr. Garland to accept the agenda and to waive the 72-hour notice to add items to the agenda by unanimous resolution. The motion passed unanimously.

### **AGENDA**

It was moved by Mrs. delPrado and seconded by Dr. Bergeron to accept the May 27, 2021 Board Meeting Minutes. The motion passed unanimously.

### **MINUTES**

It was moved by Mrs. Lenhardt and seconded by Mr. Brooks to approve the following:

### **PERSONNEL CONSIDERATIONS**

RESOLVED: that upon joint recommendation of the District Superintendents of Questar III and Capital Region BOCES, the following Teacher for the Tech Valley High School be appointed: (Appointments)

Name:	Jean Kerr
Position:	Teacher, Special Education (.6 FTE)
Effective:	July 1, 2021-June 30, 2022
Certification:	Special Education, K-12 (Permanent); Social Studies, 7-12 (Permanent)
Type of Appointment:	Part-time (non-probationary)
Tenure Area:	N/A
Probationary Period:	N/A
Annual Salary:	\$64,115.76 (prorated based upon FTE)
Benefits:	As set forth in the TVHS Teacher Association agreement (prorated based upon FTE)

The motion passed unanimously.

It was moved by Mrs. Lenhardt and seconded by Mr. Brooks to approve the following:

RESOLVED: that upon joint recommendation of the District Superintendents of Questar III and Capital Region BOCES, the following School Social Worker for the Tech Valley High School be appointed:

Name:	Scott O'Leary
Position:	School Social Worker (.6 FTE)
Effective:	July 1, 2021-June 30, 2022
Certification:	School Social Worker (Permanent)
Type of Appointment:	Part-time (non-probationary)
Tenure Area:	N/A
Probationary Period:	N/A
Annual Salary:	\$60,596.49 (prorated based upon FTE)
Benefits:	As set forth in the TVHS Teacher Association agreement (prorated based upon FTE)

The motion passed unanimously.

It was moved by Mrs. Lenhardt and seconded by Mr. Brooks to approve the following:

RESOLVED: that upon joint recommendation of the District Superintendents of Questar III and Capital Region BOCES, the following Teacher for the Tech Valley High School be appointed:

Name: Timothy Muzio  
 Position: Teacher, Science (Regular Substitute [Maternity/FMLA coverage])  
 Effective: August 23, 2021-November 12, 2021  
 Certification: Chemistry 7-12 (Initial)  
 Type of Appointment: Regular Substitute  
 Tenure Area: N/A  
 Probationary Period: N/A  
 Annual Salary: \$49,500 (prorated based on appointment length)  
 Benefits: As set forth in the TVHS Teacher Association agreement

The motion passed unanimously.

It was moved by Mrs. Lenhardt and seconded by Mr. Brooks to approve the following:

RESOLVED: that upon joint recommendation of the District Superintendents of Questar III and the Capital Region BOCES, the following students be appointed to serve as Team Mentors at Tech Valley High School's Camp Innovation:

<u>Name</u>	<u>Dates</u>	<u>Rate</u>
Hannah Henry	July 7, 2021-July 23, 2021	\$12.50/hour
Alaina March	July 7, 2021-July 23, 2021	\$12.50/hour

The motion passed unanimously.

It was moved by Mr. Garland and seconded by Mrs. delPrado to approve the following:

RESOLVED: that the Tech Valley High School Operating Board approves Policy 5000, Codes of Conduct for Students, School District Employees and Visitors to Tech Valley High School, for 2021-2022.

It was noted by Ms. Shannon Tahoe, School Attorney, Capital Region BOCES, that a Public Hearing is required for the purpose of hearing comments on Policy 5000, Codes of Conduct. It was recommended that the Public Hearing be held at the next Board Meeting on September 23, 2021.

It was moved by Mr. Garland and seconded Mrs. Lenhardt to approve the scheduling of the public hearing on Policy 5000, Codes of Conduct, on September 23, 2021. The motion passed unanimously.

**APPROVAL OF  
CODES OF  
CONDUCT FOR  
STUDENTS,  
SCHOOL DISTRICT  
EMPLOYEES AND  
VISITORS TO TECH  
VALLEY HIGH  
SCHOOL**

It was moved by Mr. Garland and seconded by Mrs. delPrado to approve the first reading and to adopt the following policies:

**BOARD  
POLICIES –  
FIRST  
READING**

<u>Policy Title</u>	<u>Number</u>
Investments	Policy No. 6240
Personal Property Procurement and Accountability	Policy No. 6770

Mrs. Lenhardt questioned whether it is necessary to designate the month of the Reorganization Meeting on page 2 of Policy No. 6240 since the TVHS Reorganization Meeting is different from both BOCES Reorganization Meetings.

Mr. Garland emphasized the personal property revision from Questar III BOCES to TVHS on page 2 of Policy No. 6770.

In accordance with Policy No. 2040, Policy Development, which allows for the Board to waive a second reading and adopt a policy upon the first reading when an urgent need exists to do so or other circumstances so warrant, it was agreed to do so, provided the policies were amended by the suggestions of Mrs. Lenhardt and Mr. Garland.

It was moved by Mr. Garland and seconded by Mrs. Lenhardt to waive the second reading and to ratify the following policies as amended:

<u>Policy Title</u>	<u>Number</u>
Investments	Policy No. 6240
Personal Property Procurement and Accountability	Policy No. 6770

The motion passed unanimously.

It was moved by Mr. Garland and seconded by Mrs. delPrado to approve the following:

**INTERNAL  
CLAIMS  
AUDITOR  
REPORT**

RESOLVED: that the Tech Valley High School Operating Board accepts the Internal Claims Auditor Report for May 1, 2021 through June 30, 2021. The motion passed unanimously.

It was moved by Mr. Garland and seconded by Mrs. delPrado to approve the following:

**TREASURER'S  
REPORTS**

RESOLVED: that the Tech Valley High School Operating Board approves the Treasurer's Reports for the periods ending May 31, 2021 and June 30, 2021. The motion passed unanimously.

Dr. Amy Hawrylchak, Principal and Chief Academic Officer, TVHS, provided a breakdown of the diplomas awarded to the 2021 Class and explained the impact of exemptions due to COVID. She shared the number of college credits earned by TVHS students. Dr. Gladys Cruz, District Superintendent, Questar

**PRINCIPAL'S  
REPORT**

III BOCES, expressed her pleasure with the growth of TVHS students acquiring college credits. Mr. Brooks noted the importance of encouraging students to remain at TVHS for all four years. In response to a question from President Phelan regarding physical education, Dr. Hawrylchak said she was waiting for guidance from the state Education Department. Mr. Brooks discussed what needs to be done to attract districts to send students to TVHS.

Dr. Cruz commended Dr. Hawrylchak and her staff for the impressive TVHS graduation.

**DISTRICT  
SUPERINTENDENTS'  
REPORT**

It was moved by Mrs. Lenhardt and seconded by Mrs. delPrado to adjourn the meeting at 6:52 p.m. The motion passed unanimously.

**ADJOURNMENT**

September 14, 2021

Date

Gretchen E. Wukits

Gretchen E. Wukits  
Clerk of the Board

## GIFTS AND DONATIONS POLICY

### I. Gifts, Grants and Bequests

The Tech Valley High School Operating Board may accept gifts, grants or bequests of either money, personal property or real property on behalf of Tech Valley High School for the use of its facilities, educational programs or for the purpose of awarding scholarships. All gifts, grants and bequests of cash or financial instruments must be accepted by the Tech Valley High School Operating Board and, upon acceptance, shall become Tech Valley High School property subject to the same controls and regulations that govern other property owned by it, except as may be provided under the terms of acceptance by the Board.

The Operating Board will not consider the acceptance of gifts unless and until it receives the offer in writing from the owner. Whenever possible, gift offers should be discussed first with the District Superintendents or his/her designees to determine the nature and conditions of the gift as well as its suitability for use by Tech Valley High School.

### II. Operating Board Acceptance

The following requirements and considerations shall apply when the Operating Board considers acceptance of any such gift, grant or bequest. Additionally, the Operating Board may consider any other factors relevant to the purposes of this policy. The Operating Board may reject a gift, grant or bequest which does not comply with this policy.

#### A. The terms of the gift must identify:

- 1) The subject of the gift.
- 2) The purpose of the gift.
- 3) The beneficiary or beneficiaries, if any.
- 4) All conditions or restrictions that may apply.

#### B. The gift must not benefit a particular or named individual or individuals, however this would not prohibit a gift from being dedicated to an identified extraclassroom activity fund account or being conditioned upon naming rights of TVHS facilities or activities.

#### C. The gift must be for a purpose for which TVHS may legally expend its own funds.

#### D. If the purpose of the gift is an award to a single student, the determination of the recipient of such award shall be made on the basis that all students shall have an equal opportunity to qualify for it and shall not be denied its receipt on any basis which is discriminatory under state/federal law.

#### E. If the gift is in trust, the obligation of the investment and reinvestment of the principle shall be clearly specified. The application of the income or investment proceeds, including an allowance for managing the trust, shall be clearly set forth.

#### F. The gift may not begin a program or require a modification to facilities which the Board

would be unwilling to initiate were the funds not otherwise available.

G. The gift may not:

- 1) Place restrictions on the school program.
- 2) Be inappropriate or harmful to the education of pupils.
- 3) Be in conflict with any provision of the school code or public law.
- 4) Be a partial gift which would place encumbrances on future boards.
- 5) Be "token" in nature

H. The future costs to Tech Valley High School associated with the gift, if any, shall be identified.

I. No gift of personal or real property or trust will be accepted by the Operating Board unless the donor can provide adequate assurance of ownership.

Adopted: March 22, 2015

Ratified: May 28, 2015

## ATTENDANCE POLICY

### I. Purpose/Statement of Objectives

Good attendance is a central component of the educational process. The project based learning program offered by Tech Valley High School (TVHS) is based upon student collaboration and requires continuity of instruction and classroom participation so students can successfully achieve State learning standards. This attendance policy will ensure adequate records by verifying the attendance of all children at instruction in accordance with Education Law 3205 and 3210. It establishes a mechanism by which the patterns of pupil absence can be examined to develop effective intervention strategies to improve school attendance and achievement. This policy governs TVHS students, not home district policy.

### II. Strategies to be Employed

TVHS will employ the following strategies to ensure good attendance of all of its students:

- A. Development of this policy and appropriate record-keeping guidelines to ensure that the attendance of all students is tracked and analyzed.
- B. Development of procedures to intervene on the individual student level when a student's attendance record demonstrates a need for improvement.
- C. Development of a TVHS program to encourage good attendance and improve the attendance of all TVHS students.

### III. Definitions

For purposes of this policy, any reference to "parent" or "parents" shall include person or persons in parental relation to the student.

### IV. Excused and Unexcused Absences

- A. Excused Absences or Tardiness/Early Departure. The parents are responsible for notifying the school in writing, by email, or by telephone to the school office, of the reason for their student's absences or tardiness/early departures. Whenever possible, parents are encouraged to contact the school, in writing or by telephone, prior to the absence. The following circumstances will constitute excused absences, tardiness or early departure:

- 1. Personal Illness
- 2. Illness or death in family



3. Medical appointments
4. Court appearance
5. Incarceration
6. Religious observances
7. Quarantine
8. Supervised education project or TVHS sponsored activities

B. Unexcused Absences or Tardiness/Early Departure. Absence, tardiness, or early departure for any reason not included in the list set forth in Section III-A, is an unexcused absence, tardiness or early departure. Absences, for reasons set forth in Section III.A, for which a student does not have pre-approval from TVHS or the student's home school district, or for which school was not notified in writing, by email, or by telephone of the reason for the absences within five (5) school days of his/her return to school, will also be recorded as an unexcused absence. Parent requests excusing their child from school for reasons not included above (e.g., to take a driver's test, to get a haircut, to go shopping, to go on family trip, oversleeping, car trouble or an unspecified reason) are unexcused absences or tardinesses.

C. Content/Form of Attendance Records. TVHS maintains an electronic permanent register of attendance ("electronic attendance record") for all students enrolled in instruction. Attendance will be maintained by each teacher in accordance with this policy. The electronic attendance record will be reviewed and updated, as necessary, on a building-level basis by the building principal. In accordance with Commissioner's regulations, entries into the electronic attendance record shall be considered verified, as accurate, under oath or affirmation. The record shall include the following information for each student: name; date of birth; names of parents or persons in parental relation; address where student resides; phone number(s) where parent(s), or person(s) in parental relation can be contacted; date of enrollment; a record of the student's attendance on each day of scheduled instruction recorded and coded as provided in the student management system and this policy; a record of each scheduled day of instruction during which the school is closed for all or part of the day due to extraordinary circumstances; and date when student withdraws or is dropped from enrollment.

C. Absences, tardiness, and early dismissal. Absences, tardiness, and early dismissal will be recorded in the electronic student management system

by coding whether the absence is excused or unexcused in accordance with this policy, and the reason for such absences, tardiness and early dismissal where excused.

- D. Contacting parents. In the event that a student is absent from school without a previous notification to the teacher or building principal, TVHS personnel or an electronic calling system will call the student's home or the contact phone number listed on the student's emergency contact form. If contact is not made with a parent a message will be left for the parent to call the school. Parents will be contacted regarding chronic absences, tardiness or earlier departures in accordance with Section VI. of this policy.

V. Record Keeping:

- A. When Attendance Will Be Taken. Attendance will be taken as follows:
1. Attendance shall be taken each period. Each classroom teacher shall record the student's presence or absence in the applicable electronic attendance record.

VI. Rewards for Good Attendance, Contacting Parents, and Receipt of Course Credit

- ~~A. Rewards for Good Attendance. In addition to the likelihood of enhanced educational progress, good attendance will be the basis for student recognition awards or other incentives. Any student who exhibits exemplary attendance as determined by the TVHS principal will be eligible for good attendance recognition. In addition, incentives for improving student attendance will be considered during program reviews and at faculty meetings as appropriate. Good attendance will be a positive endorsement factor in any letter of recommendation written by a school employee.~~
- A. Contacting Parents. Chronic absences and tardiness, are disruptive to the educational process. The following procedures will be used to address excessive absences.
1. 3 days consecutive unexcused absence with no parent response – contact home school, with a request to attempt contact with parent.
  2. 5 days absent – conference with student and email sent home, with copy to home school district
  3. 10 days absent– formal letter to parents and request to conference, with a copy to the home school district.

4. 15 days absent – letter to parents and follow-up contact with home school CSE or principal advising that student could be at academic risk. Parents will be requested to discuss the student's absences.
5. 20 days absent – letter to parents and follow-up contact with home school CSE or principal advising that absences will be referred to appropriate social services entities for educational neglect proceedings and that student may be at academic risk.
6. 25 days absent – TVHS will contact appropriate social services entities for referral to PINS. C.

- B. Additional Attendance Considerations. Certain courses offered at TVHS have strict attendance requirements for the purposes of meeting college attendance requirements. Teachers of such programs shall notify the principal when any student is at risk of failing to complete their required program hours. Parents of such students shall be notified by that the student is at risk of failing to complete their required program hours. Parents will be provided the opportunity to meet with TVHS staff to discuss the student's absences.
- C. Course credit. TVHS believes that there is a correlation between good attendance and active participation in the classroom with academic success. When students successfully complete courses, TVHS recommends that credit be granted by the student's home school district. Students and parents should be aware of any policies of their home school district relating to attendance and awarding course credit. Unexcused tardiness and absences will also subject a student to the range of penalties specified in the TVHS Code of Conduct.

VII. Development of an Attendance Intervention Strategy:

- A. Each principal or designee shall review pupil attendance records and consult with guidance counselors and other staff members as appropriate to identify patterns of unexcused absences, tardiness or early departures, and to initiate appropriate action at the building level to address these patterns.
- B. TVHS shall, through a committee composed of the principal, teachers and other staff designated by the principal, review quarterly building level attendance records and develop an attendance intervention strategy consistent with this policy in the event that these attendance records suggest that overall student attendance is declining, or should be improved. The TVHS principal shall make an annual report to the District

Superintendents and the Operating Board, which shall include, where appropriate, recommendations for revision of this policy.

VIII. Policy Review and Assessment

This policy shall be reviewed annually by the Operating Board after the annual report is made to the District Superintendents, as provided in paragraph VII, above. If the attendance records show a decline in attendance, the Board shall revise this policy as is necessary to improve attendance.

IX. Distribution and Public Awareness:

- A. Public Meeting. This Policy shall be adopted only after it has been presented at a public meeting of the Operating Board, duly noticed, that provides for the participation of school personnel, parents, students, and any other interested persons.
- B. Plain Language Summary. A plain language summary of this Policy shall be distributed to parents and persons in parental relationship to all TVHS students at the beginning of each school year.
- C. Distribution to Staff. Each teacher and administrator shall be notified that this Policy is available on the TVHS website. Additionally, each new teacher or administrator shall be provided with a copy of this Policy upon employment.
- D. This Policy shall be published on the TVHS website and a copy will be made available to any member of the community upon request.

References: Education Law, sections 3205 and 3210 8 NYCRR 104.1

ADOPTED: 2/25/2019TVHS



TECH VALLEY HIGH SCHOOL  
INTERNAL CLAIMS AUDIT REPORT  
July - August 2021

Warrant #	Description	Check Dates	Amount	Checks Issued	EFT's	Check Series
1	General Payables	7/1/2021	\$ 6,695.04	1	0	4532
2	Payroll Deductions	7/7/2021	\$ 18,075.15	1	7	11288
3	Payroll Deductions	7/21/2021	\$ 17,961.10	1	7	11299
4	General Payables	7/28/2021	\$ 34,123.00	9	0	4533 - 4541
5	T&A Misc	7/28/2021	\$ 5,523.16	1	0	11300
6	Payroll Deductions	8/4/2021	\$ 21,086.34	1	7	11313
7	General Payables	8/4/2021	\$ 2,932.07	4	0	4542 - 4545
8	Extra-classroom	8/11/2021	\$ 189.00	1	0	1056
9	General Payables	8/11/2021	\$ 1,200.00	1	0	4546
10	Payroll Deductions	8/18/2021	\$ 18,349.55	1	7	18349.55
11	General Payables	8/26/2021	\$ 37,538.30	2	0	4547 - 4548
12	T&A Benefits	8/26/2021	\$ 5,542.08	1	0	11325
Period Totals			\$ 169,214.79	24	28	

Exceptions:	Warrant	Amount	Vendor	Explanation
None				

*Michael Wolff*

Michael T. Wolff, C.I.A.

Internal Claims Auditor

Tech Valley High School

September 9, 2021

**TECH VALLEY REGIONAL HIGH SCHOOL  
EXTRA CLASSROOM ACCOUNT**

**MONTH OF July, 2021**

Cash Balance as of: June 30, 2021  
Extra Classroom- Key Bank

8,955.01

TOTAL BEGINNING CASH:

\$ 8,955.01

**RECEIPTS:**

Extra Classroom- Key Bank

TOTAL RECEIPTS:

**DISBURSEMENTS:**

Extra Classroom- Key Bank

TOTAL DISBURSEMENTS:

Cash Balance as of July 31, 2021

Extra Classroom- Key Bank

8,955.01

TOTAL ENDING CASH:

\$ 8,955.01

**BANK BALANCES**

Balance per Key Bank Statement:

\$ 8,955.01

Less: Outstanding Checks- Key Checking

\$ -

Add: Deposits In Transit

\$ -

**TOTAL**

\$ 8,955.01

Verified by Deputy Treasurer

8/10/2021

Prepared By Treasurer

**TECH VALLEY REGIONAL HIGH SCHOOL  
CHECKING ACCOUNT**

**MONTH OF July 31, 2021**

**Cash Balance as of June 30, 2021**

General Fund - Key Bank	1,288,679.67
Special Aid Fund - Key	(95,783.91)
T&A Fund - Key	-
Capital Fund - Key	<u>130,641.99</u>

TOTAL BEGINNING CASH: \$ 1,323,537.75

**RECEIPTS:**

General Fund - Key	-
Special Aid Fund - Key	99,456.00
Trust & Agency Fund - Key	117,968.04
Capital Fund - Key	-
Interest on Investments & Savings	<u>11.29</u>

TOTAL RECEIPTS: 217,435.33

**DISBURSEMENTS:**

General Fund - Key	(244,819.49)
Special Aid Fund - Key	(25,664.50)
Trust & Agency Fund - Key	(118,171.05)
Capital Fund - Key	<u>-</u>

TOTAL DISBURSEMENTS: (388,655.04)

**Cash Balance as of July 31, 2021**

General Fund - Key	1,043,871.47
Special Aid Fund - Key	(21,992.41)
T&A Fund - Key	(203.01)
Capital Fund - Key	<u>130,641.99</u>

TOTAL ENDING CASH: \$ 1,152,318.04

**BANK BALANCES**

Balance per Key Bank Statement: \$ 1,231,342.49

Less: Outstanding Checks- Key Checking \$ (79,024.45)  
(79,024.45)

Add: Deposits In Transit \$ -  
-

**TOTAL** \$ 1,152,318.04

Verified By Deputy Treasurer

Prepared By Treasurer

**TECH VALLEY REGIONAL HIGH SCHOOL  
CHECKING ACCOUNT**

**MONTH OF August 31, 2021**

Cash Balance as of July 31, 2021

General Fund - Key Bank	1,043,871.47
Special Aid Fund - Key	(21,992.41)
T&A Fund - Key	(203.01)
Capital Fund - Key	<u>130,641.99</u>

TOTAL BEGINNING CASH: \$ 1,152,318.04

RECEIPTS:

General Fund - Key	2,000.00
Special Aid Fund - Key	76,093.00
Trust & Agency Fund - Key	131,171.80
Capital Fund - Key	-
Interest on Investments & Savings	<u>9.26</u>

TOTAL RECEIPTS: 209,274.06

DISBURSEMENTS:

General Fund - Key	(147,190.42)
Special Aid Fund - Key	(25,651.75)
Trust & Agency Fund - Key	(131,295.00)
Capital Fund - Key	-

TOTAL DISBURSEMENTS: (304,137.17)

Cash Balance as of August 31, 2021

General Fund - Key	898,690.31
Special Aid Fund - Key	28,448.84
T&A Fund - Key	(326.21)
Capital Fund - Key	<u>130,641.99</u>

TOTAL ENDING CASH: \$ 1,057,454.93

**BANK BALANCES**

Balance per Key Bank Statement:	\$ 1,058,242.79
Less: Outstanding Checks- Key Checking	\$ (787.86) <u>(787.86)</u>
Add: Deposits in Transit	\$ - <u>-</u>
TOTAL	\$ <u>1,057,454.93</u>

Verified By Deputy Treasurer

Prepared By Treasurer



**TECH VALLEY REGIONAL HIGH SCHOOL  
EXTRA CLASSROOM ACCOUNT**

MONTH OF August, 2021

Cash Balance as of: June 30, 2021  
Extra Classroom- Key Bank

8,955.01

TOTAL BEGINNING CASH:

\$ 8,955.01

**RECEIPTS:**

Extra Classroom- Key Bank

TOTAL RECEIPTS:

**DISBURSEMENTS:**

Extra Classroom- Key Bank

189.00

TOTAL DISBURSEMENTS:

189.00

Cash Balance as of July 31, 2021

Extra Classroom- Key Bank

8,766.01

TOTAL ENDING CASH:

\$ 8,766.01

**BANK BALANCES**

Balance per Key Bank Statement:

\$ 8,955.01

Less: Outstanding Checks- Key Checking

\$ (189.00)


(189.00)


Add: Deposits In Transit

\$ -

TOTAL

\$ 8,766.01

  
Verified by Deputy Treasurer

  
Prepared By Treasurer

# TECH VALLEY HIGH SCHOOL

## 2021/2022 BUDGET

as of September 1, 2021

	ACTUAL RESULTS 2020/2021	APPROVED BUDGET 2021/2022	ACTUAL Budget 2021/2022
<b>REVENUES</b>			
<b>Estimated Number of Students</b>	<b>132</b>	<b>130</b>	<b>130</b>
Tuition	2,125,000	1,787,500	1,787,500
Tuition Other BOCES	0		
Tuition Non-Component	47,223	31,860	31,860
Special Education Billing	-	250,000	250,000
Legislative Grant #1	460,666	460,666	460,666
Legislative Grant Indirect		17,292	17,292
Revenue for Carry Over Encumbrance	73,052		68,115
Refunds Prior Years Expenses	314		
Tech Valley High School Foundation	-	15,000	15,000
Miscellaneous Revenue	25,213	5,000	5,000
Fund Balance		104,304	104,304
Contributed Rent			695,951
Interest Income	96	100	100
<b>TOTAL REVENUES</b>	<b>2,731,564</b>	<b>2,671,722</b>	<b>3,435,788</b>

**TECH VALLEY HIGH SCHOOL**  
**2021/2022 BUDGET**  
as of September 1, 2021

ACTUAL RESULTS 2020/2021	APPROVED BUDGET 2021/2022	ACTUAL Budget 2021/2022
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**EXPENSES****ADMINISTRATIVE****Personnel**

Administrative Salaries	59,100	118,000	118,000
Support & Clerical Salaries	52,540	54,384	54,384
Fringe Benefits	63,391	88,857	88,857
	<u>175,031</u>	<u>261,241</u>	<u>261,241</u>

**Equipment**

Equipment	35,693	10,000	10,000
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**Materials & Supplies**

General Supplies	12,000	10,000	10,000
Periodicals	-	500	500
Assets under \$500	1,000	1,000	1,000
Meeting Expenses/Food & Grocery	1,000	-	-
Subscriptions	350	250	250
Software Licenses	5,600	4,500	4,500
	<u>19,950</u>	<u>16,250</u>	<u>16,250</u>

**Contractual**

Telephone	7,005	9,605	9,605
Equip Repair and Maint	12,926	-	3,120
OTHER Operations & Maint	2,150	-	2,148
Insurance	45,466	47,466	47,466
Equip Rentals & Leases/ Hardware Software Rental	6,181	-	34,305
Postage	1,500	1,000	1,000
Travel-In-District	385	1,000	1,000
Conference & Other Travel	593	5,000	5,000
Assoc Dues & Memberships/Staff Dev	13,000	12,000	12,000
Printing & Copying	500	1,000	1,000
Workshop Related Costs	250	250	250
Other Misc Expense	5,180	5,000	5,000
Contributed Rent	-	-	695,951
Other Rental of Facility	84,120	86,700	86,700
	<u>179,256</u>	<u>169,021</u>	<u>904,545</u>

**Contract Prof Service**

External Accountants & Auditors	17,115	7,898	15,730
Funding Initiatives	17,292	17,292	17,292

**Other Prof & Tech**

	433	-	-
	<u>34,840</u>	<u>25,190</u>	<u>33,022</u>

**School Districts & Other BOCES**

BOCES/SCH DST -OTHER SRV	149,119	99,195	49,032
	<u>149,119</u>	<u>99,195</u>	<u>49,032</u>

**Occupancy**

**TECH VALLEY HIGH SCHOOL**  
**2021/2022 BUDGET**  
as of September 1, 2021

	ACTUAL RESULTS 2020/2021	APPROVED BUDGET 2021/2022	ACTUAL Budget 2021/2022
Data Communications	8,855	8,755	19,345
Cleaning/Ancillary Lease costs	8,855	8,755	19,345
<b>TOTAL ADMINSTRATIVE</b>	<b>602,744</b>	<b>589,652</b>	<b>1,293,435</b>

**TECH VALLEY HIGH SCHOOL**  
**2021/2022 BUDGET**  
as of September 1, 2021

ACTUAL RESULTS 2020/2021	APPROVED BUDGET 2021/2022	ACTUAL Budget 2021/2022
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**INSTRUCTIONAL****Personnel**

Instructional Salaries	1,047,223	1,082,422	1,085,667
Instructional Support Salaries	214,183	182,076	180,104
Substitute Teacher Salaries	9,940	2,500	2,500
Non-Instructional Salaries	43,503	46,729	46,979
Non Inst Auth			16,416
Fringe Benefits	534,865	572,440	566,695
	<u>1,849,714</u>	<u>1,885,167</u>	<u>1,898,360</u>

**Equipment**

Equipment	117,632	40,000	98,077
	<u>117,632</u>	<u>40,000</u>	<u>98,077</u>

**Materials & Supplies**

Supplies	23,470	15,000	10,000
Textbooks	2,500	8,000	8,000
Assets under \$500	-	1,000	1,000
Software Licenses	8,000	10,640	7,640
	<u>33,970</u>	<u>34,640</u>	<u>26,640</u>

**Contractual**

Postage	1,000	-	-
Hardware Software Rental			42,480
Travel Exp Business			500
Staff Development & Conferences Travel	300	4,200	700
Admissions	1,300	3,200	1,200
Transportation	-	10,500	5,500
Physical Education-Related Expenditures	-	2,000	2,000
Food Service	59,962	50,000	50,000
Misc	3,800	3,000	3,000
	<u>68,362</u>	<u>72,900</u>	<u>105,380</u>

BOCES/SCH DST -OTHER SRV

28,858 49,396 13,896

**TOTAL INSTRUCTIONAL**

<u>2,096,536</u>	<u>2,082,103</u>	<u>2,142,353</u>
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**TOTAL PROGRAM COSTS**

<u>2,699,280</u>	<u>2,671,755</u>	<u>3,435,788</u>
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**COST PER STUDENT**

\$ 20,449	\$ 20,552	\$ 26,429
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**SURPLUS OR (DEFICIT)**

\$ 32,284	\$ (33)	\$ (0)
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9/8/2021  
Date

*[Signature]*  
Treasurer

9/8/2021  
Date


*[Signature]*  
Finance Specialist II

**TECH VALLEY HIGH SCHOOL**  
**CONSOLIDATED REVENUE STATUS REPORT**  
as of 9/1/21

	Original Estimate	Adjustments	Current Estimate	Year-to-Date Revenues	Anticipated Balance
<b>Anticipated Revenues</b>					
Tuition A455	1,787,500.00		1,787,500.00	178,750.00	1,608,750.00
Tuition Other BOCES A455	0.00		0.00		0.00
Tuition Non Component A455	31,860.00		31,860.00		31,860.00
Special Education Billing	250,000.00		250,000.00		250,000.00
Legislative Grant 2021/2022 F904	460,666.00		460,666.00		460,666.00
Legislative Grant Indirect	17,292.00		17,292.00		17,292.00
TVHS Foundation	15,000.00		15,000.00		15,000.00
Revenue for Carry Over Encumbrance	0.00	68,115.00	68,115.00	68,115.00	0.00
Refunds of Prior Years Expense	0.00		0.00		0.00
Gifts and Donations	0.00		0.00		0.00
Miscellaneous Revenue	5,000.00		5,000.00	2,000.00	3,000.00
Fund Balance	104,304.00		104,304.00		104,304.00
Contributed Rent	695,951.00		695,951.00	117,151.76	578,799.24
Interest Income	100.00		100.00	20.55	79.45
<b>Total Anticipated Revenues</b>	<b>3,367,673.00</b>	<b>68,115.00</b>	<b>3,435,788.00</b>	<b>366,037.31</b>	<b>3,069,750.69</b>

**HIGHLIGHTS/CHANGES**

9/8/2021  
Date

  
Treasurer

9/9/21  
Date

  
Finance Specialist II

**TECH VALLEY HIGH SCHOOL**  
**CONSOLIDATED BUDGET STATUS REPORT**  
as of 9/1/21

Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
<b>150 CERTIFIED SALARIES</b>						
TEACHER SALARIES	1,084,922.00	3,245.00	1,088,167.00	205,170.30	880,493.20	2,503.50
ADMINISTRATIVE SALARIES	300,076.00	(1,972.00)	298,104.00	57,327.65	240,776.10	0.25
150 Subtotal Certified Salaries	1,384,998.00	1,273.00	1,386,271.00	262,497.95	1,121,269.30	2,503.75
<b>160 SUPPORT SALARIES</b>						
160 Subtotal Support Salaries	100,113.00	17,665.00	117,778.00	29,008.14	88,768.07	1.79
<b>200 EQUIPMENT</b>						
200 Subtotal Equipment	50,000.00	58,077.00	108,077.00	59,420.00	0.00	48,657.00
<b>300 SUPPLIES &amp; MATERIALS</b>						
GENERAL SUPPLIES	25,000.00	(5,000.00)	20,000.00	421.44	6,839.82	12,738.74
TEXTBOOKS	8,000.00	0.00	8,000.00	0.00	2,789.39	5,210.61
PERIODICALS	500.00	0.00	500.00	0.00	0.00	500.00
ASSETS UNDER 500	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
CAFETERIA (FRL)	50,000.00	0.00	50,000.00	0.00	50,000.00	0.00
SUBSCRIPTIONS	250.00	0.00	250.00	0.00	0.00	250.00
COMPUTER SOFTWARE PURCH	15,140.00	(3,000.00)	12,140.00	4,000.00	210.00	7,930.00
300 Subtotal Supplies & Materials	100,890.00	(3,000.00)	92,890.00	4,421.44	59,839.21	28,629.35
<b>400 CONTRACTUAL &amp; OTHER</b>						
TELEPHONE	9,605.00	0.00	9,605.00	0.00	7,347.39	2,257.61
DATA COMMUNICATIONS	8,755.00	10,590.00	19,345.00	7,057.45	12,283.98	3.57
EQUIP REPAIR & MAINT	0.00	3,120.00	3,120.00	520.00	2,600.00	0.00
OTHER O&M	0.00	2,148.00	2,148.00	0.00	2,148.00	0.00
INSURANCE	47,466.00	0.00	47,466.00	44,428.00	0.00	3,038.00
HARDWARE/SOFTWARE RENTAL	0.00	76,785.00	76,785.00	26,946.88	49,836.06	2.06
POSTAGE	1,000.00	0.00	1,000.00	216.37	783.63	0.00
TRAVEL-IN DISTRICT	1,000.00	500.00	1,500.00	0.00	500.00	1,000.00
CONFERENCE & OTHER TRAVEL	5,000.00	0.00	5,000.00	1,200.00	0.00	3,800.00
ASSOC DUES & MEMBERSHIPS/STAFF DEVELOPMENT	16,200.00	(3,500.00)	12,700.00	8,469.00	980.00	3,251.00
PHYSICAL ED RELATED EXP	2,000.00	0.00	2,000.00	178.00	0.00	1,822.00
FIELD TRIPS	3,200.00	(2,000.00)	1,200.00	0.00	235.00	965.00
WORKSHOP RELATED COSTS	250.00	0.00	250.00	0.00	0.00	250.00
TRANSPORTATION	10,500.00	(5,000.00)	5,500.00	0.00	3,000.00	2,500.00
PRINTING & COPYING	1,000.00	0.00	1,000.00	68.35	931.65	0.00
OTHER MISC EXPENSE	25,292.00	0.00	25,292.00	966.66	20,476.84	3,848.50
400 Subtotal Contractual & Other	131,268.00	82,643.00	213,911.00	90,050.71	101,122.55	22,737.74

# TECH VALLEY HIGH SCHOOL CONSOLIDATED BUDGET STATUS REPORT

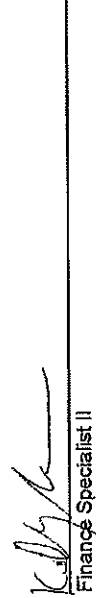
as of 9/1/21

Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
<b>440 CONTRACTED PROFESSIONAL SERVICES</b>						
ACCOUNTANTS & AUDITORS	7,865.00	7,865.00	15,730.00	0.00	15,730.00	0.00
440 Subtotal Contracted Professional Services	7,865.00	7,865.00	15,730.00	0.00	15,730.00	0.00
<b>470 Rental of Facilities</b>						
CONTRIBUTED RENT	0.00	695,951.00	695,951.00	117,151.76	0.00	578,799.24
RENTAL OF FACILITY	86,700.00	0.00	86,700.00	6,695.04	75,602.02	4,402.94
470 Subtotal Services From Rental of Facilities	86,700.00	695,951.00	782,651.00	123,846.80	75,602.02	583,202.18
<b>490 SERVICES FROM SCH DIST &amp; BOCES</b>						
490 Subtotal Services From Sch Dist & BOCES	148,591.00	(85,663.00)	62,928.00	2,798.00	12,705.07	47,424.93
<b>800 EMPLOYEE BENEFITS</b>						
EMPLOYEE BENEFITS	6,250.00	0.00	6,250.00	0.00	0.00	6,250.00
TEACHERS RETIREMENT	138,697.00	(645.00)	138,052.00	26,187.35	111,864.38	0.27
EMPLOYEE RETIREMENT	15,626.00	1,525.00	17,151.00	2,431.72	14,716.71	2.57
SOCIAL SECURITY	114,059.00	0.00	114,059.00	21,132.60	92,567.90	358.50
HEALTH INSURANCE	350,488.00	(1,525.00)	348,963.00	56,829.14	284,574.26	7,559.60
DENTAL INSURANCE	7,536.00	0.00	7,536.00	1,224.00	6,120.00	192.00
UNEMPLOYMENT INSURANCE	15,015.00	0.00	15,015.00	0.00	0.00	15,015.00
EMPLOYEE TUITION	4,500.00	0.00	4,500.00	0.00	4,500.00	0.00
DISABILITY INSURANCE	9,126.00	(5,100.00)	4,026.00	507.52	2,537.60	980.88
800 Subtotal Employee Benefits	661,297.00	(5,745.00)	655,552.00	108,312.33	516,880.85	30,358.82
<b>TOTAL CURRENT EXPENDITURES BUDGET</b>	<b>2,671,722.00</b>	<b>764,066.00</b>	<b>3,435,788.00</b>	<b>680,355.37</b>	<b>1,991,917.07</b>	<b>763,515.56</b>

9/8/2021  
Date

  
Treasurer

9/9/21  
Date

  
Finance Specialist II



# Tech Valley High School

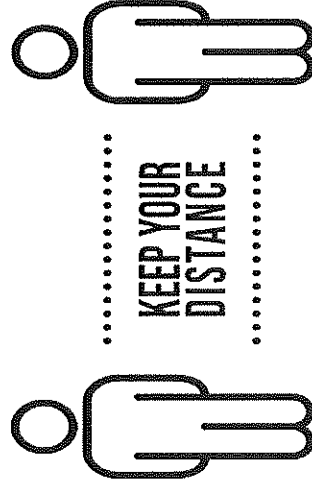
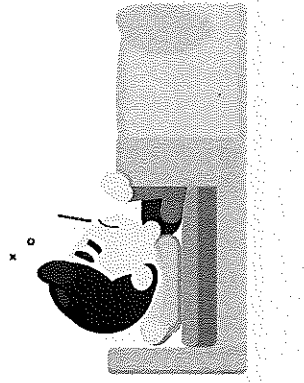
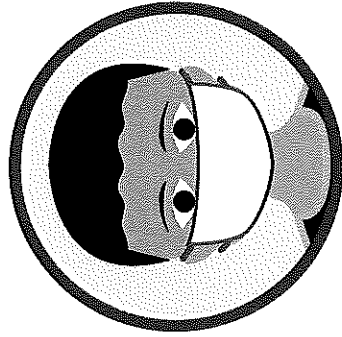
Principal's Report  
Operating Board  
September 23, 2021

Tech Valley High School provides a unique and innovative student-centered educational opportunity, engages students in current emerging technologies, and supports the growth and economy of the region.



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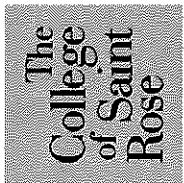
# COVID update



**TechValley**  
HIGH SCHOOL

# Total College Credits 20-21

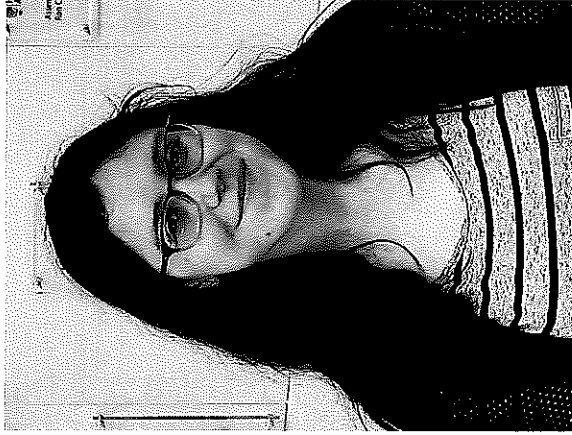
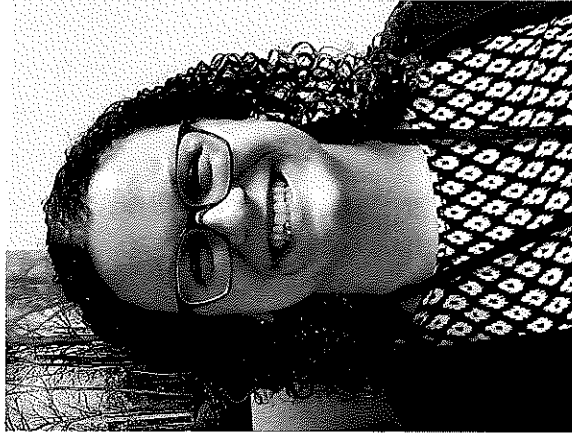
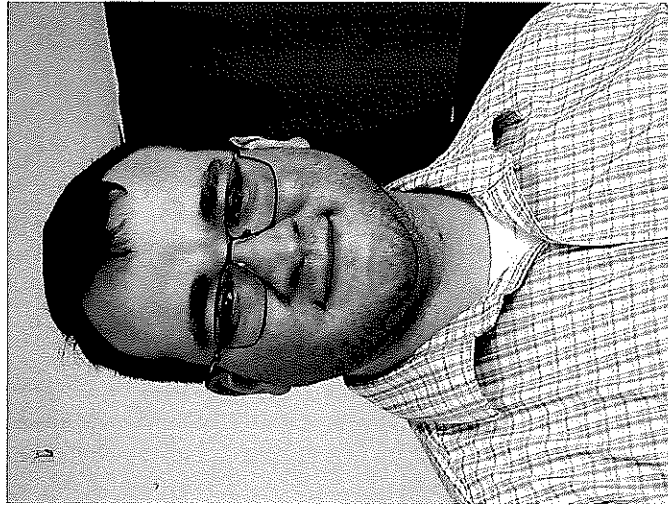
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# 1219

**TechValley**  
HIGH SCHOOL

## Internships @ TVHS



**TechValley**  
HIGH SCHOOL





# TVHS Timeline

