

NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING  
August 11, 2020      6:30 PM      AUDITORIUM OF THE HIGH SCHOOL

**AGENDA**

The Board of Education will tour the Maintenance Department and the High School at 5:15p.m.

In light of increasing guidance from the state regarding COVID-19, the August 11, 2020 Board of Education meeting will be closed to the public and will be broadcast via Zoom.

**1. Call to Order/Pledge of Allegiance**

Approval of Agenda

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of August 11, 2020.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, all in favor \_\_\_-\_\_\_.

**2. Presentations:**

- SWBR & Campus Construction

**3. Consent Agenda:**

*A motion for approval of the following items as listed under the CONSENT AGENDA ITEMS is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ any discussion- All in favor \_\_\_-\_\_\_.*

a) Board of Education Meeting Minutes

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Meeting Minutes of July 21, 2020.

b) Substitute Teachers and Substitute Service Personnel

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the individuals named on the substitute lists, which are on file with the District Clerk.

c) Recommendations from CSE and CPSE

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the recommendations for the Committee on Special Education dated May 28, 29, and June 3, 5, 8, 9, 10, 11, 15, 16, 17, 18 and July 20, 2020; and instructs the Superintendent to implement the recommendations on behalf of the following individuals identified by student number:

14258	14292	13209	12924	13898	13897	13652	13081	12109	13844
12991	11152	13798	14060	12901	11312	13870	14193	13980	13691
12272	13828	13430	13865	14092	13982	12547	11066	14183	13971
13292	13864	13017	13270	13910	13040	14069	13645	13255	13842

14161	14249	13717	14240	13449					
-------	-------	-------	-------	-------	--	--	--	--	--

d) 2020 School Tax Warrant

**RESOLUTION**

Whereas the Board of Education has been authorized by the voters of North Rose - Wolcott CSD to collect School Taxes at a sum not to exceed \$9,928,934 (General Fund) and \$173,100 (Wolcott Public Library and Rose Free Library).

Be it Resolved that the tax warrant of the Board, duly signed, shall be affixed to the tax rolls authorizing the collection of said taxes to begin September 1, 2020 and end November 2, 2020, giving the tax warrant an effective period of 63 days, at the expiration of which time the tax collector shall make an accounting, in writing, to the Board of Education.

Be it Further Resolved that the delinquent tax penalties shall be fixed as follows: September 1, 2020– October 1, 2020 - No Penalty; October 2, 2020 – November 2, 2020 - 2% Penalty; After November 2, 2020- Unpaid taxes turned over to the County will incur additional penalties to be retained by the County.

e) Transfer of Funds – Employee Benefit Accrued Liability Reserve

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the transfer of \$17,889.69 to the Employee Benefit Accrued Liability Reserve fund to be funded from unassigned fund balance, in accordance with the District’s Funding and Use of Reserves Policy.

f) Personnel Items:

1. Letter of Resignation –Nicole Groth

Nicole Groth has submitted a letter of resignation as an Elementary Teacher.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation from Nicole Groth as an Elementary Teacher effective July 20, 2020.

2. Creation of Non-Instructional Positions

Whereas, the North Rose-Wolcott Central School District has determined that it is necessary establish additional positions according to Wayne County Civil Service Rules, and therefore;

**RESOLUTION**

Be it resolved, that the Board of Education hereby establishes the following classified Civil Service positions effective August 11, 2020.

<u>Position</u>	<u>Classification</u>
3.0 FTE Head Custodian	competitive

3. Appoint School Bus Driver – Sabrina Proctor

Robert Magin recommends Sabrina Proctor to the position of School Bus Driver.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 52 week probationary appointment of Sabrina Proctor as a School Bus Driver, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87 as follows:

Probationary Period: September 2, 2020-September 1, 2021

Salary: \$20.22

4. Permanent Appointment – Adam Louder

Daniel Friday recommends Adam Louder to a permanent appointment as a Cleaner.

**RESOLUTION**

Be it resolved, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the permanent appointment of Adam Louder as a Cleaner effective August 13, 2020.

5. Appoint Middle School Parent Liaison

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Yvonne Bishop, Middle School Parent Liaison at \$13.00/hr. for the 2020-2021 school year.

6. Appoint Teacher – Ethan Durocher

Mark Mathews recommends Ethan Durocher to fill a Technology Teacher position.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four year probationary appointment of Ethan Durocher as a Technology Teacher conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Technology Education, Initial

Tenure Area: Industrial Arts - Technology

Probationary Period: September 1, 2020-August 31, 2024

Salary: Step D \$49,075

This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

7. Summer Curriculum Writing/Professional Development

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the following individuals to participate in curriculum writing workshops in August 2020 at \$30.00/hr.:

Ethan Durocher

8. Board Appointments and Other Designations:

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to serve in the stated positions for the 2020-21 school year, effective July 7, 2020.

Position	2019-2020	2020-2021
Subcommittee on Special Education: Chairperson:	Megan Paliotti Kellie Marciano Latrell Sturdivant Danielle DiMora Rebecca Kandt	Kellie Marciano Rebecca Kandt Sara Boogaard Danielle DiMora Jason Shetler Brady Farnand Christie Graves Robyn Roberts-Grant
Committee of Preschool Education	Megan Paliotti Kellie Marciano Latrell Sturdivant Danielle DiMora Rebecca Kandt	Kellie Marciano Danielle DiMora Sara Boogaard Christie Graves Robyn Roberts-Grant

9. Co-Curricular Appointments

A number of individuals are being recommended to fill co-curricular positions.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to fill co-curricular positions for the 2020-21 school year:

Name	Bldg.	Title	Salary
Ashleigh Gerstner	HS	Athletic Event Scorekeeper	\$45.00/event
Cary Merritt	HS	Athletic Event Scorekeeper	\$45.00/event
Brad LeFevre	HS	Athletic Event Scorekeeper	\$45.00/event
Gerald DeCausemaker	HS	Athletic Event Scorekeeper	\$45.00/event
Heather Dennis	HS	Athletic Event Scorekeeper	\$45.00/event
Kelly Cole	HS	Athletic Event Scorekeeper	\$45.00/event
Brian Cole	HS	Athletic Event Scorekeeper	\$45.00/event
Sue Lasher	HS	Athletic Event Scorekeeper	\$45.00/event
Gerald DeCausemaker		Modified Official	\$45.00/event
Rob Yarrow		Modified Official	\$45.00/event
Gerald DeCausemaker	HS	Athletic Event Supervisor	\$45.00 for up to 3 hours/\$10.00 per hour after that
Heather Dennis	HS	Athletic Event Supervisor	\$45.00 for up to 3 hours/\$10.00 per hour after that
Tina Goodman	HS	Athletic Event Supervisor	\$45.00 for up to 3 hours/\$10.00 per hour after that
Aisha Roberts-Grant	HS	Athletic Event Supervisor	\$45.00 for up to 3 hours/\$10.00 per hour after that
Sue Lasher	HS	Athletic Event Supervisor	\$45.00 for up to 3 hours/\$10.00 per hour after that
Marc Gordon	HS	Athletic Event Supervisor	\$45.00 for up to 3 hours/\$10.00 per hour after that
Ashley McDonald	HS	Athletic Event Supervisor	\$45.00 for up to 3 hours/\$10.00 per hour after that

10. Program Appointments – 2020 Summer Food Distribution Program

The following individuals are being recommended to work in the 2020 summer food distribution program.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals to work in the summer 2020 food distribution program, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Sabrina Proctor	Summer Food Distribution Driver	\$20.22/hour
Sarah Eygnor	Summer Food Delivery Assistant	\$12.50/hour
Richard Lewis	Summer Meal Distribution Helper	\$12.50/hour
Christina Marriott	Summer Meal Distribution Helper	\$12.90/hour
Yolanda DuBois	Summer Meal Distribution Helper	\$13.71/hour
Linda Harper	Summer Meal Distribution Helper	\$18.67/hour
Deb Miller	Summer Meal Distribution Helper	\$14.00/hour
Arline Perce	Summer Meal Distribution Helper	\$14.26/hour
Mary Swarouth	Summer Meal Distribution Helper	\$13.13/hour
Valerie Azzolina	Summer Meal Distribution Helper	\$15.84/hour

11. Program Appointments

The following individuals are being recommended to work in enrichment programs that are funded by grants.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals to work various enrichment programs during the 2020-2021 school year conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Sarah Oeschger	Grant Program Teacher	\$30.00/hour
Molly Krause	Grant Program Teacher	\$30.00/hour
Bobby Jo Mendenhall	Grant Program Aide	\$12.83/hour

12. Certify Lead Evaluators

WHEREAS, the following administrators have completed trainings which meet the requirements of 8 NYCRR 30-2.9 and the North Rose-Wolcott Annual Professional performance Review Plan (APPR) for certification as a Lead Evaluator of teachers:

- a) Melissa Pietricola, Principal
- b) Mark Mathews, Principal
- c) Scott Bradley, Principal
- d) Kellie Marciano, Director of Special Education
- e) Brady Farnand, Assistant Principal
- f) Jason Shetler, Assistant Principal
- g) Robyn Roberts-Grant, Assistant Principal/Athletic Director

h) Christie Graves, Assistant Principal

WHEREAS, the following administrators have completed trainings which meet the requirements of 8 NYCRR 30-2.9 and the North Rose-Wolcott Annual Professional Performance Review Plan (APPR) for certification as a Lead Evaluator of principals:

A.) Michael Pullen, Superintendent of Schools

B.) Megan Paliotti, Assistant Superintendent for Instruction and School Improvement

C.) Robert Magin, Assistant Superintendent for Business and Operations

BE IT RESOLVED, that, upon recommendation of the District Superintendent, that the above listed administrators (a- h) be certified as a Lead Evaluators of teachers and that the above listed administrators (A -C) be certified as Lead Evaluators of principals.

13. Administrative Internship – Caitlin Wasielewski

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves Caitlin Wasielewski as an Administrative Intern for the Office of Instruction for the period of August 12, 2020 through June 30, 2021.

14. Appoint Acting Principal of Record – Christie Graves

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools appoints Christie Graves, Assistant Principal, as acting Principal of record for North Rose-Wolcott Elementary School effective July 27, 2020-October 31, 2020. Mrs. Graves will continue to accrue seniority in the Assistant Principal Tenure Area during this time. A Memorandum of Understanding is on file with the District Clerk.

**Good News:**

**Informational Items:**

- Claims Auditor Reports
- Board Trainings

***Motion for Adjournment:***

***There being no further business or discussion, a motion is requested adjourn the regular meeting.***

***Motion for approval by \_\_\_\_, seconded by \_\_\_\_, with motion approved \_\_-\_\_. Time adjourned: \_\_:\_\_ p.m.***

NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING  
July 21, 2020 6:30 PM AUDITORIUM OF THE HIGH SCHOOL

**PRESENT:**

**BOE Members:** Lucinda Collier, Linda Eygnor, Tina Reed, Jasen Sloan, Paul Statskey, Izetta Younglove

**Absent:** John Boogaard

**Superintendent:** Michael Pullen

**District Clerk:** Tina Fuller

**Assistant Superintendent for Instruction and School Improvement:** Megan Paliotti

**Assistant Superintendent for Business and Operations:** Robert Magin

Approximately 17 students, staff and guests via Zoom

The Board of Education toured North Rose-Wolcott Elementary and the Transportation Department at 5:15p.m.

In light of increasing guidance from the state regarding COVID-19, the July 21, 2020 Board of Education meeting was closed to the public and broadcast via Zoom.

**1. Call to Order/Pledge of Allegiance**

President, Lucinda Collier called the meeting to order at 6:35 PM.

**Approval of Agenda:**

Motion for approval was made by Jasen Sloan and seconded by Izetta Younglove with the motion approved 6-0.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of July 21, 2020.

**2. Presentations:**

- Mr. Michael Pullen discussed the Re-Entry Plan
- Mrs. Megan Paliotti outlined the Professional Development Plan

**3. Consent Agenda:**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Linda Eygnor and seconded by Paul Statskey with the motion approved 6-0.

a) Approval of Professional Development Plan

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 2020-2021 Professional Development Plan.

b) Board of Education Meeting Minutes

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Meeting Minutes of July 7, 2020.

c) Substitute Teachers and Substitute Service Personnel

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the individuals named on the substitute lists, which are on file with the District Clerk.

a) Personnel Items:

1. Pro-Tem District Clerk – Melanie Geil

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves Melanie Geil to serve as Pro-Tem District Clerk for the 2020-2021 school year at an hourly rate of \$24.49.

2. Appoint Wellness Coordinator – Robyn Roberts-Grant

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Robyn Roberts-Grant as the Wellness Coordinator for the 2020-2021 school year at a stipend of \$1,500.00.

3. Program Appointments – 2020 Summer Food Distribution Program

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals to work in the summer 2020 food distribution program, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Roger Anderson	Summer Food Distribution Driver	\$20.90/hour
Bridgette Henry	Summer Food Distribution Driver	\$20.22/hour

4. Appoint Extended School Year (ESY) Summer School Staff

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individual to fill a position for Special Education Summer School, from July 16, 2020 through August 14, 2020.

Name	Position	Salary
Tami Keiser	ESY Teacher	\$35.00/hour
Deanne Spear	ESY Physical Therapist	\$35.00/hour

5. Coaching and Athletic Department Appointments

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following coaching and athletic department appointments for the 2020-21 school year, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87, and successful completion of all required First Aid/CPR and Child Abuse courses.

Position	Name	Step	Years	Salary
Aquatics Director	Amy Bromley	4	17	\$8,646

**Other: (Time Permitting)**

**Board Discussions:**

- Committees – Committees will be assigned during the BOE retreat on July 31, 2020
- BOE Handbook – The handbook will be reviewed during the BOE retreat on July 31, 2020
- Board Reports
  - Four County Annual Meeting – Linda Eygnor gave an overview of the meeting she attended.

**EXECUTIVE SESSION:**

A motion was requested to enter executive session for the purpose to discuss the employment history of a particular employee.

The motion was made by Linda Eygnor and seconded by Tina Reed with motion approved 6-0.  
Time entered: 7:16 p.m.

**Return to regular session at 8:50p.m.**

Adjournment:

A motion was requested to adjourn the regular meeting.

Motion for approval was made by Tina Reed and seconded by Linda Eygnor with motion approved 6-0.  
Time adjourned: 8:51 p.m.

---

Tina Fuller, Clerk of the Board of Education

UNOFFICIAL

# Report of the Claims Auditor

Date of Report: 7/10/2020 Warrant 0004, 0005, 0007, 0008 + 0009

<u>Vendor Name</u>	<u>Date</u>	<u>Check Number</u>	<u>Coding/Department</u>	<u>Amount</u>	<u>Reason</u>	<u>Corrective Action</u>
<b>Claims which had minor deficiencies however approved by the claims auditor:</b>						
CollegeBoard	6/11/2020		A-2110-450-04-0007	3,395.00	No PO	recurring annual expense - PO before invoice
Lakeshore Learning	11/7/2019		A-2250-450-05-0000	9.99	PO is for \$9.49	change and then ok to pay
Unishippers	8/1/2019			51.31	invoice 1017166819 for \$14.51 missing from total	removed invoice - to be included with next warrant
Tasty Brands	2/24/2020		C-2860-419-05-0000	792.00	No PO	PO before invoice
ES Foods	3/27/2020		C-2860-419-05-0000	378.25	No PO	PO before invoice
Renzi Food Service			C-2860-414-05-0000	5,853.82	No PO	PO before invoice
<b>Claims held for additional information:</b>						
AnnaMae Humbert	6/16/2020		TE092.16	500.00	need supporting documentation	supporting documentation provided - ok to pay in next warrant
<b>Claims Rejected:</b>						

The above information is being reported to you as part of the duties of the claims auditor.

Note: Observations by Claims Auditor will be in a Quarterly Report.

(signature)

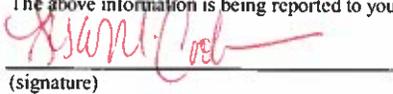


# Report of the Claims Auditor

Date of Report: 7/17/2020 Warrant #0010, 0011, 0012

<u>Vendor Name</u>	<u>Date</u>	<u>Check Number</u>	<u>Coding/Department</u>	<u>Amount</u>	<u>Reason</u>	<u>Corrective Action</u>
<b>Claims which had minor deficiencies however approved by the claims auditor:</b>						
Cascade School Supply	7/11/2019	2514	F-A20-2110-450-20-21ST	31.25	invoice is for \$23.44	change and then ok to pay
Bank Card Svc	unknown	12671	2860-400-05-0000	1,580.24	incorrect addition - should be \$1,580.54	change and then ok to pay
<b>Claims held for additional information:</b>						
School Lunch Fund	11/22/2019	N/A	A-2110-450-04-0000	220.00	PO approved for \$200.00	sent back to A/P for correction
Fiscal Advisors & Mkt	7/18/2019	N/A	A-1010-400-05-8000	245.00	No authorization to pay	sent back to A/P for correction
<b>Claims Rejected:</b>						

The above information is being reported to you as part of the duties of the claims auditor.

  
 (signature)

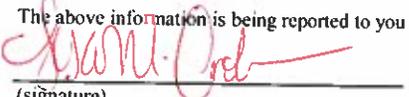
**Note: Observations by Claims Auditor will be in a Quarterly Report.**

# Report of the Claims Auditor

Date of Report: 7/24/2020 Warrant #0013, 0014, 0015

<u>Vendor Name</u>	<u>Date</u>	<u>Check Number</u>	<u>Coding/Department</u>	<u>Amount</u>	<u>Reason</u>	<u>Corrective Action</u>
<b>Claims which had minor deficiencies however approved by the claims auditor:</b>						
Quadient	6/29/2020	141805	A-1310-400-05-7000	4,177.23	No PO, \$39 late fee, \$58.19 finance charge	Pay bill on time and in full
Delphi Glass	7/22/2019	141795	A-2110-450-04-0015	850.52	Green highlighted items (totaling \$94.02) on pg 6 were not rec'd and should be deducted from total. Also, \$1 deduction per note on pg. 6. Subtract \$15.86 price adjustment/credit memo as well. (\$54.16 already paid 2/7/20.)	Change total to \$755.50 and ok to pay
<b>Claims held for additional information:</b>						
<b>Claims Rejected:</b>						

The above information is being reported to you as part of the duties of the claims auditor.

  
 (signature)

**Note: Observations by Claims Auditor will be in a Quarterly Report.**

# Report of the Claims Auditor

Date of Report: 7/27/2020 Warrant #0017, 0018, 0019, 0020

<u>Vendor Name</u>	<u>Date</u>	<u>Check Number</u>	<u>Coding/Department</u>	<u>Amount</u>	<u>Reason</u>	<u>Corrective Action</u>
<b>Claims which had minor deficiencies however approved by the claims auditor:</b>						
Fiscal Advisors & Mktg	7/18/2019	141834	A-1010-400-05-8000	245.00	Invoice and authorization are for \$234.00	change to 234.00 and ok to pay
Door Specialties	9/17/2018	141830	A-1620-400-05-2200	2,170.00	No items listed on PO; carryover from 18-19	rec'd original PO, ok to pay
Direct Energy Business	9/18/2019	141829	PO status report	1,152.67	total current charges are \$731.65	change to 731.65 and ok to pay
Cascade School Supply	5/31/2019	141828	A-2110-450-03-0009	219.68	invoice and authorization are for \$217.76	change to 217.76 and ok to pay
Mahany Welding	7/11/2019	141821	A-1620-400-05-2000	51.85	total of all inv = \$234.20, PO is for \$210.00	purch agent auth increase; Dir of facilities notified to not exceed PO, ok to pay
Carolina Biological Supp	6/17/2020	141827	A-2110-450-03-0010	8.35	noted on payment schedule as \$8.25	change to \$8.35 and ok to pay
J&B Installations	8/10/2018	743	H-CAP-1620-293-02-PR17	33,928.73	discrepancy ending in either .78 or .73	verified amt and ok to pay .73
Tallmadge Tire	1/6/2020	141873	A-5510-450-06-4100	640.00	all invoices total \$3261, PO is for \$3060	purch agent auth increase; ok to pay
Robyn Roberts-Grant	7/1/2020	141863	A-2070-400-05-2000	125.00	not authorized	rec'd auth, ok to pay
RG&E	8/12/2019	141862	PO status report	2,759.13	invoice is for 463.06	change to 463.06 and ok to pay
Matthews Buses	7/11/2019	141845	A-5510-450-06-3600	1,127.61	invoice for 936.25 not signed by R Galloway	sent to J Barnes for auth and ok to pay
Laser Bits	6/29/2020	141844	A-2110-450-04-0016	64.90	item listed as \$60.46 - we pay per PO	change to 60.46 and ok to pay
Kurtz Bros	6/17/2020	141843	A-2110-450-04-0016	232.34	PO is for \$232.26	change to 232.26 and ok to pay
Wayuga Comm News	1/30/2020	141881	A-1430-400-05-6000	1,572.16	finance charge of \$82.54	pay on time to avoid fin charge
Unifirst Corp	7/8/2019	141875	A-1620-400-05-1900	62.95	not signed by D Friday	rec'd D Friday sig, ok to pay
Cascade School Supply	5/31/2019	141828	A-2110-450-03-0066	222.44	item for \$4.77 not rec'd, deduct from total	Pay \$217.67 and ok to pay
UR Comm. Consult Prog	4/6/2020	141877	2250-400-05-4000	4,998.36	No PO - needed increase	increase PO before service
Youthlight Inc	4/16/2020	2541	F-120-2250-450-20-1611	738.80	Rec'd without authorization	Attached auth - ok to pay
<b>Claims held for additional information:</b>						
Motorola Solutions	3/13/2020	N/A	A-2110-450-05-0000	5,790.00	no invoice attached	returned for invoice
Oriental Trading Co	4/1/2020	N/A	F-A20-2110-450-20-21ST	252.58	no invoice attached	returned for invoice
<b>Claims Rejected:</b>						

The above information is being reported to you as part of the duties of the claims auditor.

Note: Observations by Claims Auditor will be in a Quarterly Report.

(signature)