
Audit Report

Buffalo City School District
School Improvement Grant

For the Period

July 1, 2010 through September 30, 2011

SD-1111-02

November 28, 2012

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Office of Audit Services
Albany, New York 12234





THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

James A. Conway
Director
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November 28, 2012

Ms. Mary Ruth Kapsiak
Board President
Buffalo City School District
712 City Hall
Buffalo, New York 14202

Dear Ms. Kapsiak:

The following is our final report (SD-1111-02) for the review of the Buffalo City School District's School Improvement Grant for the period July 1, 2010 through September 30, 2011. The review was conducted pursuant to Section 305 of the Education Law in pursuit of Goal #5 of the Board of Regents/State Education Department Strategic Plan: "Resources under our care will be used or maintained in the public interest."

Ninety days from the issuance of this report, District officials will be asked to submit a report on actions taken as a result of this review. This required report will be in the format of a recommendation implementation plan and it must specifically address what actions have been taken on each recommendation.

I appreciate the cooperation and courtesies extended to the staff during the review.

Sincerely,

James A. Conway

Enclosure

c: Commissioner King, V. Grey, S. Cates-Williams, K. Slentz, C. Szuberla, R. Reyes, J. Delaney, J. Conroy, K. Robertson, P. Brown, A. Timoney (DOB), J. Dougherty (OSC)

Executive Summary

Background and Scope of the Audit

The School Improvement Grant (SIG) is authorized by section 1003(g) of the Elementary and Secondary Education Act of 1965. SIG funds are used to finance reforms in the country's lowest-performing schools with the goal of improving student outcomes such as standardized test scores and graduation rates. Funding increases in the fiscal year 2009 spurred the United States Department of Education to make substantive changes to SIG funding. For example, the persistently lowest-achieving schools receiving SIG funding must now implement one of four intervention models, each with specific requirements for reform interventions. Under SIG, each school may receive up to \$2 million annually for 3 years to improve student outcomes.

The Buffalo City School District (District) implemented the transformation model at four schools beginning in the 2010-11 school year. The Office of Audit Services conducted an audit to verify that the District appropriately expended federal SIG funds. We examined financial records and documentation to substantiate \$4,234,989 claimed in expenditures for the period July 1, 2010 through September 30, 2011. Our objectives were to verify the allowability and accuracy of amounts expended, determine if sufficient financial control systems were in place to track funds to individual schools, and to assess compliance with pertinent federal requirements for the use of these funds.

Audit Results

We found \$262,048 in salary and salary related expenditures and \$45,316 in non-salary related expenditures that should not have been charged to SIG for the period July 1, 2010 through September 30, 2011. The disallowance and other areas needing improvement were:

- SIG funds being supplanted for personal service expenditures in the amount of \$204,117 and \$57,931 in salary related expenditures which should have been funded through general fund sources.
- Failing to meet the requirements set forth by OMB Circular A-87 requiring that salaries be supported by periodic certifications.
- Not allocating an expenditure for a software contract between all of the school buildings that benefited from the expenditure. As a result, \$41,325 should be disallowed from the grant. In addition, estimated travel expenses were claimed instead of actual in the amount of \$3,991.
- Ten items purchased with SIG funds could not be located in any of the four SIG school buildings during the initial physical inventory check. All of the items were subsequently placed in the appropriate building.
- Failing to follow their own purchasing policy.

Comments of District Officials

District officials' comments about the findings and conclusions were considered in preparing this report. They generally disagreed with the findings and did not specifically address the recommendations. They maintain they did not supplant SIG funds, but used the staff to

supplement and enhance additional programming. Their response to the draft is included as Appendix B. Auditors' notes commenting on the District response are included as Appendix C.

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Introduction

Background

The School Improvement Grant (SIG) is authorized by section 1003(g) of the Elementary and Secondary Education Act of 1965. SIG funds are used to finance reforms in the country's lowest-performing schools with the goal of improving student outcomes such as standardized test scores and graduation rates. Funding increases in the fiscal year 2009 spurred the United States Department of Education to make substantive changes to the SIG funding. For example, the persistently lowest-achieving schools receiving SIG funding must now implement one of four intervention models, each with specific requirements for reform interventions. Under SIG, each school may receive up to \$2 million annually for 3 years to improve student outcomes.

States are required to award sub-grants to school districts competitively, rather than by formula. State educational agencies evaluate grant applications using several criteria, including the school's proposed intervention model and the district's budget and reform implementation plan, as well as their capacity to implement the reforms effectively. The SIG funds may be used for four different intervention models including the transformation, turnaround, restart, and closure models. Each model has specific requirements for reform interventions, such as replacing principals or turning over school management to a charter organization or other outside organization.

Objectives, Scope, and Methodology

The Buffalo City School District (District) implemented the transformation model at four schools beginning in the 2010-11 school year. The Office of Audit Services conducted an audit to verify that the District appropriately expended federal SIG funds. We examined financial records and documentation to substantiate \$4,234,989 claimed in expenditures for the period July 1, 2010 through September 30, 2011. Our objectives were to:

- verify the allowability and accuracy of amounts expended;

- determine if sufficient financial control systems were in place to track funds to individual schools; and
- assess compliance with pertinent federal requirements for the use of these funds.

To accomplish our objectives, we reviewed applicable laws, regulations, policies and procedures; interviewed District and State Education Department (Department) management and staff; and examined records and supporting documentation.

The audit was conducted in accordance with Government Auditing Standards issued by the Comptroller General of the United States. An audit also includes examining, on a test basis, evidence supporting transactions recorded in the accounting and operational records and applying other procedures considered necessary. An audit also includes assessing the estimates, judgments, and decisions made by management. We believe that the audit provides a reasonable basis for our findings, conclusions, and recommendations.

Comments of District Officials

District officials' comments about the findings and conclusions were considered in preparing this report. They generally disagreed with the findings and did not specifically address the recommendations. They maintain they did not supplant SIG funds, but used the staff to supplement and enhance additional programming. Their response to the draft is included as Appendix B. Auditors' notes commenting on the District response are included as Appendix C.

Salary and Salary-Related Expenditures

The Department approved the District's plan to transform four poor performing school buildings using SIG funds. The approved budget called for expending more than \$5 million, 64 percent of total approved grant funding, in salaries and related fringe benefits. Personal service expenditures must be specifically applied to the goals of the grant and be incurred in compliance with federal grant regulations and guidance. We found the District supplanted \$262,048 from state and local funds with SIG funds. We also found the District failed to support salaries of employees paid from SIG funds through personnel activity reports.

Supplanting Non-Federal Funds

Guidance on fiscal year 2010 school improvement grants states that SIG funds must supplement, and not supplant, non-federal funds a school would otherwise receive. If a local educational agency (LEA) has a school operating a school-wide program, the LEA cannot use federal funds to pay for services, staff and staff-related expenditures, programs, or materials that would otherwise be paid with state or local funds. Under no circumstances may Title I funds be used to supplant or take the place of funds from non-federal sources.

The Office of Management Budget (OMB) Circular A-133 compliance supplement states supplanting includes use of federal funds to provide services the LEA provided with state or local funds in the prior year. The educational services provided with Title I funds must be in addition to those services that a school district provides to all of its children using State and local funding sources.

We found a decrease in the number of full time equivalents (FTE) funded through the general fund in the first year of the grant from the prior year at each school building. We found SIG funds supplanted the decrease in general fund FTEs for specific job titles at specific schools for six employees. The employee titles by building code and the total FTEs supplanted are shown in Table 1.

Table 1
Comparison of General Fund FTE with Instances of Supplanting

School Code	Employee Title	General Fund 09-10	General Fund 10-11	General Fund Decrease	SIG Funded 10-11	FTE Supplanted
45	Grade 4 Teacher	4.00	0.00	4.00	2.00	2.00
45	Grade 5 Teacher	4.00	2.00	2.00	2.00	2.00
200	Guidance Counselor	3.00	1.00	2.00	1.00	1.00
206	Math Coach	1.00	0.00	1.00	1.00	1.00
Total						6.00

Source: District records

Using the employee titles and building codes listed in the table above, we determined which employees' salaries were supplanted with SIG funds from a list of salaried teachers. We calculated the value to be \$204,117 for the six FTEs supplanted. In addition, the District charged \$57,931 for employee benefits related to the salaries supplanted with SIG funds. The salaries and employee benefits disallowed are shown in Table 2 below.

Table 2
Disallowed Salaries and Employee Benefits

School Code	Employee Title	FTE	FTE Allowed	Professional Salaries	Employee Benefits	Total
45	Grade 4 Teacher	1	0	\$51,890.24	\$12,900.30	\$64,790.54
45	Grade 4 Teacher	1	0	\$24,138.74	\$7,537.32	\$31,676.06
45	Grade 5 Teacher	1	0	\$36,780.00	\$9,920.56	\$46,700.56
45	Grade 5 Teacher	1	0	\$31,489.56	\$7,081.84	\$38,571.40
200	Guidance Counselor	1	0	\$27,942.54	\$8,264.15	\$36,206.69
206	Math Coach	1	0	\$31,876.00	\$12,226.90	\$44,102.90
Total		6	0	\$204,117.08	\$57,931.07	\$262,048.15

Source: District records

Time and Effort Requirements

OMB Circular A-87 (A-87) requires salaries of employees who are charged to federal grants be supported by periodic certifications or personnel activity reports. Employees whose salaries are paid from one federal funding stream

must have their time certified at least semiannually by the employee or supervisory official with first hand knowledge of the work performed by the employee. Salaries of employees who work on multiple activities or cost objectives must be supported by personnel activity reports. These personnel activity reports must: be prepared at least monthly and coincide with one or more pay periods; reflect an after-the-fact distribution of the actual activity of the employee; account for the full FTE; and be signed by the employee.

We examined all 53 full time employees funded through SIG and found that the District has a process in place to certify time and efforts for employees. However, the personnel activity reports for 20 of those examined, all of whom work on multiple cost objectives, were not always done on a monthly basis to coincide with one or more pay periods, did not always account for the full FTE, and were not always signed by the employee.

Recommendations

1. For SIG, submit a revised FS-10-F long form reflecting a reduction of \$262,048 for disallowed costs. The revised FS-10-F long form accompanied by a copy of this report or transmittal letter identifying this audit as the reason for the revision should be submitted within 30 days to:

The State Education Department
Grants Finance, Room 510W EB
Albany, NY 12234

Grants Finance will review the revised FS-10-F long form and send Form FS-80 Notice of Overpayment to your District, confirming the amount overpaid, and providing remittance instructions.

2. Comply with A-87 in regards to personal activity reports.

Non-Salary Expenditures

The approved budget called for expending more than \$2.8 million in non-salary expenditures. This made up 36 percent of total approved grant funding. To be allowable under federal grant awards, costs must be necessary and reasonable; consistent with policies, regulations, and procedures that apply to the award; accorded with consistent treatment; and be adequately documented. A cost is allocable to a particular cost objective if the goods or services involved are chargeable or assignable to such cost objective in accordance with relative benefits received. School districts must maintain adequate documentation to support charges to federal grants, demonstrate adherence to the terms and conditions of the grant, and performance of the approved activities.

The District charged SIG for some items that could not be located at the SIG school buildings during an initial physical inventory check. In addition, one contract cost was not allocated even though it benefited two non-SIG schools and the District over-claimed the expenditure due to claiming estimated travel expenses. As a result, we found \$45,316 in disallowed expenditures.

Physical Inventory

A-87 requires that only materials and supplies actually used for the performance of a federal award may be charged as direct costs. To be allowable under federal grant awards, costs must be necessary and reasonable; should be allocable to the award; consistent with policies, regulations, and procedures that apply to the award; accorded consistent treatment; and be adequately documented.

We conducted a physical inventory of 47 items judgmentally selected from the supplies and material category within the Final Expenditure Report to verify they exist and were being used in the SIG schools. Initially, we were unable to verify the location of 10 items, consisting of 8 iPad 2's (\$538 each), 1 Mobi view Whiteboard (\$400), and 1 HP Netbook (\$721). However, during a subsequent physical inventory, we verified that these items were located appropriately in SIG schools.

Allocation Documentation

Sometimes expenditures benefit more than one cost objective. When this happens, the costs should be allocated equitably between the objectives benefiting from the costs. Allocation methodologies should be reasonable, accurate, and adequately documented so that a person not familiar with the activities could follow the allocation methodology documentation and duplicate the results.

We found one contract cost that was charged entirely to the SIG grant that was not appropriately allocated. The contract between the District and Versifit Software for \$98,640, which included two software licenses (\$33,600), implementation and training services to staff (\$60,000), and travel expenses to install the software, was not allocated. According to documentation provided by the District the vendor provided ten days (6 days in SIG schools and 4 in non-SIG schools) of training in four schools; however, two of the schools were non-SIG schools. Therefore, we determined that 40 percent of implementation costs (\$24,000) and 50 percent of the software licenses and travel costs (\$16,800 + \$525) should be disallowed. Based on our allocation calculation from the information provided by the District, \$41,325 of the expenditure is disallowed.

In addition, the District paid estimated travel costs of \$5,040 to the vendor rather than actual as stated in the contract resulting in an overpayment of \$3,991. The actual travel costs incurred by the vendor were \$1,049 and the vendor has made the necessary reimbursement to the District. The estimated amount of travel costs was claimed in the Final Expenditure Report. The District should have only claimed the actual travel costs, and therefore, \$3,991 should be returned to the Department.

Recommendations

3. For SIG, submit a revised FS-10-F long form reflecting a reduction of \$45,316 for disallowed costs. The revised FS-10-F long form accompanied by a copy of this report or transmittal letter identifying this audit as the reason for the revision should be submitted within 30 days to:

The State Education Department
Grants Finance, Room 510W EB
Albany, NY 12234

Grants Finance will review the revised FS-10-F long form and send Form FS-80 Notice of Overpayment to your District, confirming the amount overpaid, and providing remittance instructions.

4. Only claim expenditures on the Final Expenditure Report that meet the requirements in the approved FS-10 and grant application.
5. Ensure all items purchased with SIG funds are used exclusively for the purpose of the grant.
6. Adequately allocate expenditures that benefit grant and non-grant related school buildings.

Internal Controls

General Municipal Law Section 104-b states the governing board of every political subdivision and any district therein, by resolution, shall adopt internal policies and procedures governing all procurements of goods and services which are not required to be made pursuant to the competitive bidding requirements of Section 103 of this article or of any other general, special, or local law.

The District's purchasing policy states that non-competitive bidding purchases shall provide that alternative proposals or quotations for goods and services be secured by use of written request for proposals, written quotations, verbal quotations, or any other method of procurement.

During our review of supporting documentation for the OTPS expenditure sample, we found the District did not follow its own purchasing policy for one contract expense. The contract cost between The Princeton Review Inc. and the District for \$42,450 is considered to be a professional service cost and was a continuation of services. However, the District failed to follow its own purchasing policy by not obtaining any alternate proposals.

Recommendations

7. Conform to the District's own purchasing policy.

Contributors to the Report
Buffalo City School District
School Improvement Grant

- T. Stewart Hubbard III, Audit Manager
- Edward Lenart, Auditor-in Charge
- James Schelker, Senior Auditor



**Department of School Innovation
and Turnaround**

Marianne Dixon, Supervisor
Buffalo Professional Development
and Technology Center
150 Lower Terrace
Buffalo, New York 14202
(716) 816-3048 x 8786
mdixon@buffaloschools.org

September 6, 2012

New York State Education Department
Office of Audit Services
Room 524 EB
89 Washington Avenue
Albany, NY 12234
Attn: Ed Lenart

RETURN RECEIPT REQUESTED

RE: Response to Draft Audit Report, dated, August 6, 2012

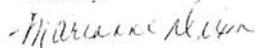
Dear Ed,

Enclosed please find our response to the Draft Audit Report signed by our superintendent, Dr. Pamela C. Brown and the following supporting evidence.

- a. Guidance Counselor and College & Career Ready Guidance Counselor postings dated May 29, 2009 and November 5, 2010, respectively.
- b. Payroll records for [REDACTED], College & Career Ready Guidance Counselor at Bennett High School (#200)
- c. Mathematics Coach posting dated, November 5, 2010.
- d. Payroll records for [REDACTED], Math Coach at South Park High School (#206)
- e. Quarterly Time & Effort Certification dated, January 11, 2011 for [REDACTED]
- f. LEA SIG application, page 35
- g. Cohort 1 Year 1 SIG application for South Park High School, pages 21 and 22
- h. Purchase Order #11011779-00 and invoice for VersiFit software
- i. VersiFit Technologies check #8218 dated, January 13, 2012 in the amount of \$3,990.63
- j. VersiFit Technologies Expense Report dated, June 30, 2011 with supporting travel documentation.

Please advise if you need anything further.

Sincerely,


Marianne Dixon

Enc.

Cc: Debra Sykes
Keith Robertson
Barbara Smith

"Putting children and families first to ensure high academic achievement for all"



BUFFALO PUBLIC SCHOOLS
 Associate Superintendent
 Room 701, City Hall
 Buffalo, New York 14202
 Phone (716) 816-7109

**Response to Draft Audit Report
 SD-1111-02**

Supplanting Non-Federal Funds

The 6.0 FTEs the audit identified as supplanted through SIG funds were not supplanted. The 6.0 FTEs funded through the SIG funds were additional support staff to supplement and enhance additional programming to the identified schools.

See Auditor's Note 1

International School 45

School Code	Employee Title	General Fund 09-10	General Fund 10-11	General Fund Decrease	SIG Funded 10-11	FTE Supplanted
45	Grade 4 Teacher	4.00	0.00	4.00	2.00	2.00
45	Grade 5 Teacher	4.00	2.00	2.00	2.00	2.00

During the 2009-10 year School 45 implemented a reduced class sizes (RCS) model. The class sizes were 20 students for grades K - 3 and 25 students for grades 4 - 8. In 2010-11 School 45 was staffed at District levels of 30 students for grades K - 8. The increased class sizes resulted in a reduction of 4.00 FTE classroom teachers (1 first grade, 1 third grade, 1 fourth grade and 1 fifth grade) from 2009-10 to 2010-11. Because federal funds were granted to the District, the District decided to continue the RCS model at School 45 in 2010-11 using the federal SIG funds. The 4.00 restored FTE classroom teachers were funded through SIG funds. These 4.00 FTEs did not supplant but supplemented the staff and programming at School 45. Even though the titles of the 4.00 FTEs funded through SIG funds are not a specific match to the titles that were restored, the net change in staffing is still 4.0 FTEs.

See Auditor's Note 1

School 200

School Code	Employee Title	General Fund 09-10	General Fund 10-11	General Fund Decrease	SIG Funded 10-11	FTE Supplanted
200	Guidance Counselor	3.00	1.00	2.00	1.00	1.00

School 200 participated in the Institute for Student Achievement (ISA) turnaround model during the 2009-10 year. The ISA model featured three smaller learning communities each requiring a dedicated guidance counselor. In 2010-11 the ISA model was abandoned and School 200 was staffed at the District level which provided only 1.00 guidance counselor. However, School 200 implemented the SIG turnaround model in 2010-11. The SIG model funded an additional 1.00 guidance counselor to supplement the district level of staffing. Please see attached recruitment bulletin #10-51 dated, November 5, 2011 and employee payroll records indicating the position's funding. Please note that the employee's date of hire is December 22, 2010. The increase of a new counselor is to assist students and parents/guardians to prepare for a successful post high school future. This includes helping students in finding information on scholarships and College/Career Planning. The counselor will also put out a quarterly e-newsletter and maintain an active website with information for students and parents and coordinate workshops and activities with the school's parent facilitators. The counselor will be responsible for promoting financial aid nights and college application workshops for both students and parents/guardians. The posting dated, November 5, 2010 supports this. The counseling position was not a traditional school counselor but a counselor who was hired to set up and run a newly created College and Career Readiness Center. A new Office location was set up by the new counselor to be more accessible to students.

See Auditor's Note 1

"Putting children and families first to ensure high academic achievement for all."

School 206

School 206 participated in the ISA model mentioned above in 2009-10. Under the ISA model the District provided a Math Coach. The Math Coach position ended when participation in the ISA model ended. The SIG turnaround model implemented in 2010-11 supplemented the District staff with a Math Coach under required School Improvement Grant activity. *“Provide staff ongoing, high-quality, job-embedded professional development (e.g., regarding subject-specific pedagogy, instruction that reflects a deeper understanding of the community served by the school, or differentiated instruction) that is aligned with the school’s comprehensive instructional program and designed with school staff to ensure they are equipped to facilitate effective teaching and learning and have the capacity to successfully implement school reform strategies,”* (**page 35 of 58 LEA SIG application**). *The following was described as to how the action would be accomplished by the LEA- “Each core subject area will have a Instructional Specialist Coach (ISC) to work on site coaching classroom teachers, leading Common Curricular Planning Time meetings, provide professional learning opportunity afterschool and on early release days. The ISC will teach two periods at the beginning of the day allowing time to work with other teachers and attend weekly coaching meetings to develop their skills.”* (**p250 of 555 cohort1Year1.pdf**)
This was a new position aligned to the required activity under transformation.

See Auditor’s Note 1

Attached please find recruitment bulletin #10-56 dated, November 5, 2010 and employee payroll records indicating that the position was not funded by the School Improvement Grant until January 21, 2011, in addition to the Quarterly Time and Effort Certification dated January 11, 2011 signed by the principal.

Time and Effort Requirements

The Time and Effort form and process for employees who work on multiple cost objectives have been updated to meet the following standards: they account for the total activity for which each employee is compensated, they are prepared monthly coinciding with a pay period and they are signed by the employee.

Physical Inventory

Item: Purchasing items with SIG funds totaling \$5,425 that were not located in any of the four SIG school buildings during the initial physical inventory check.
The District uses a third party vendor to inventory and distribute computer assets as described in the item above. The distribution was initially executed incorrectly. Once discovered, the distribution was executed according to the instructions and upon a subsequent physical inventory by the State Auditors; the inventory distribution was determined to be correct.

“Putting children and families first to ensure high academic achievement for all.”

Allocation Documentation

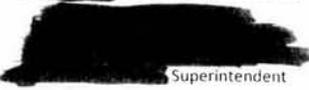
The \$98,640 paid through the SIG funds was for the vendor to install and implement two additional modules to the Versifit Software. The At Risk Early Warning module and the Diploma Requirements module were installed, implemented and utilized only for the SIG schools, not district-wide.

See Auditor's Note 2

A check for \$3,000 was reimbursed to the District for the travel expenses. Currently the check is being held until the District receives further guidance. See attached documentation.

Internal Controls

The Director of Purchase questioned the continuation of the services without a current RFP in June 2011. At that time it was decided that the SAT Prep Class services would require a current RFP. The process has moved forward this year following the purchasing policy of the District.


Associate Superintendent

Superintendent

PLEASE POST

PLEASE POST

BOARD OF EDUCATION
DEPARTMENT OF HUMAN RESOURCES
BUFFALO, NEW YORK 14202

RECRUITMENT BULLETIN 08-75
MAY 29, 2009

SCHOOL COUNSELOR

NOTICE OF POSITION

POSITION: The Superintendent of Schools [REDACTED] is interested in receiving applications from qualified candidates for the position of:

SCHOOL COUNSELOR

APPLICATION: Candidates who wish to be considered should submit a letter of application and resume indicating: current assignment, tenure area and previous educational experiences, attention to the Executive Director for Human Resources by **mail** to 720 City Hall, Buffalo, New York 14202; by **email** to JobApplications@buffaloschools.org; or **fax** to 851-3883.

QUALIFICATIONS: Candidates must be New York State certified in Counseling Education.

DUTIES: Candidates should be knowledgeable in theoretical and evidence based methodologies that focus on Comprehensive School Counselor philosophies. A thorough understanding of college admissions, data analysis and researching scholarship applications for high school students is necessary. Candidates who are fluent in Spanish are encouraged to apply.

Responsibilities will, in addition, include:

Student Academic Program Planning

- Assist students in the development of an academic program which meets their interests and ability – with special emphasis upon the high school selections process and post secondary education.
- Testing and student records. Assist students and parents in understanding test results and records. Provide information for students, parents and teachers on required standardized tests.
- Collaborate with teachers to provide guidance lessons and information.
- Assist students in the preparation of a post secondary planning time table for post-secondary education and/or training.
- Review the status of students as it pertains to academic and behavioral progress.

Career/Life Planning

- Increase students' awareness of the career and educational planning process as well as for the individual careers.
- Counsel students regarding attendance and tardiness.
- Develop resources and information for students on career development and job readiness.

continued

Personal/Social Growth

- Assist students with personal and social issues which impedes learning.
- Provide counseling for students in the areas of self-esteem, communication skills, decision-making and relationship skills.
- Develop resources to assist students in learning educational survival skills including study skills and conflict resolution strategies.
- Assist with Crisis Intervention Services.

APPOINTMENT: Appointment will be made by the Board of Education upon the recommendation of the Superintendent following assessment of training, experience, credentials and evaluation of service. Personal interviews shall be scheduled where appropriate.

SALARY: Teacher's salary schedule based on BTF contract agreement.

The Buffalo Board of Education is an Equal Opportunity/Affirmative Action Employer.

FUND: F000 7A28 140 RQL

**FINAL DATE
FOR FILING:** June 11, 2009


SUPERINTENDENT OF SCHOOLS

BUFFALO BOARD OF EDUCATION
DEPARTMENT OF HUMAN RESOURCES
720 City Hall, Buffalo, New York 14202

RECRUITMENT BULLETIN #10-51
November 5, 2010

SCHOOL COUNSELOR for
College & Career Resource Center (CCRC) at
PLA HIGH SCHOOLS

NOTICE OF POSITION

POSITION: The Superintendent of Schools, [REDACTED] is interested in receiving applications from qualified candidates for the position of:

**SCHOOL COUNSELOR
for College and Career Resource Center [CCRC] at PLA High Schools**

APPLICATION: Candidates who wish to apply should complete an online application on the district web site at www.buffaloschools.org.

QUALIFICATIONS: Candidates must have a Master's Degree in Counseling Education and hold a NYS Certificate in Counseling Education.

RESPONSIBILITIES: The School Counselor for CCRC will be responsible for, but not limited to, the following:

- Provide high school students and parents/guardians with a wide variety of resources and activities, including: exploring interests and careers, preparing for SAT and ACT examinations, industry assessments, filling out college and job applications, interview skills, professional resumes, applying for scholarships, and applying for financial aid (FASFA and filing income tax forms).
- Assist students and parents/guardians with preparing for a successful post high school future.
- Help students research and obtain information on scholarships and College/Career Planning.
- Create and distribute a quarterly e-newsletter with post high school information and guidance.
- Maintain an active website with information for students and parents.
- Coordinate workshops and activities with the school's parent facilitators.
- Coordinate and facilitate financial aid nights and college application workshops for both students and parents/guardians, including having interpreters for parents speaking languages other than English.
- Perform other duties as assigned.

APPOINTMENT: Appointment will be made by the Board of Education upon the recommendation of the Superintendent following assessment of training, experience, credentials and evaluation of service. Personal interviews shall be scheduled where appropriate.

The Buffalo Board of Education is an Equal Opportunity/Affirmative Action Employer.

SALARY: Teacher's schedule based on BTF contract.

FUNDING: Pending Funding

FINAL DATE
FOR FILING: November 19, 2010

[REDACTED]
SUPERINTENDENT OF SCHOOLS

09/04/2012 09:02 *** LIVE DATABASE SQL July 23, 2012 *** PG
 kmacf38 |DETAIL CHECK HISTORY 07/01/2010 to 01/31/2011 |pshirpe

ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	HOURS	AMOUNT	DED	TYPE	EMPLOYEE	EMPLOYEE
CHECK DATE: 01/07/2011 F2007A28 140 F0N 200 2365 002715504 1 SALARY 5.00 719.72 F2007A28 140 F0N 200 2365 002715504 169 RCWY 8.00 143.53 CHECK 01/07/2011 TOTALS: 1,183.55 0.00 0.00 Check Date: 01/21/2011 F2007A28 140 F0N 200 2365 000829765 1 SALARY 10.00 1,479.43 CHECK 01/21/2011 TOTALS: 1,479.43 18.00 0.00 EMPLOYEE TOTALS: NET: 2,662.98 18.00 2,662.98 GRAND TOTALS: NET: 2,662.98 18.00 2,662.98												

*** END OF REPORT - Generated By [REDACTED] ***

DETAIL CHECK HISTORY

ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	HOURS	AMOUNT	DED	TYPE	EMPLOYEE	EMPLOYER
BY EMPLOYEE NAME												
07/01/2010 to 06/30/2011												
LOC: 200 ORG: F0007A28												
Check Date: 01/07/2011												
F2007A28	140	SON	200	2365	0027:5504	1 SALARY	5.00	739.72				
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CHECK 01/07/2011 TOTALS: NET: 1,183.55												
Check Date: 01/21/2011												
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CHECK 01/21/2011 TOTALS: NET: 1,479.43												
Check Date: 02/04/2011												
F2007A28	140	SON	200	2365	0088:4480	1 SALARY	10.00	1,734.04				
F2007A28	140	SON	200	2365	0088:4480	161 EMPERS	0.00	424.35				
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CHECK 02/04/2011 TOTALS: NET: 2,158.39												
Check Date: 02/18/2011												
F2007A28	140	SON	200	2365	0088:9661	1 SALARY	10.00	1,734.04				
F2007A28	140	SON	200	2365	0088:9661	1 SALARY	10.00	1,734.04				
CHECK 02/18/2011 TOTALS: NET: 1,734.04												
Check Date: 03/04/2011												
F2007A28	140	SON	200	2365	0084:3713	1 SALARY	6.00	1,049.43				
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F2007A28	140	SON	200	2365	0084:3713	169 ACMT	10.00	1,734.05				
CHECK 03/04/2011 TOTALS: NET: 1,734.05												
Check Date: 03/18/2011												
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CHECK 03/18/2011 TOTALS: NET: 1,734.04												
Check Date: 04/01/2011												
F2007A28	105	SON	200	2365	0085:3110	506 I COMM	2.00	52.02				
F2007A28	140	SON	200	2365	0085:3110	1 SALARY	10.00	1,734.04				
F2007A28	140	SON	200	2365	0085:3110	1 SALARY	12.00	1,786.06				
CHECK 04/01/2011 TOTALS: NET: 1,786.06												
Check Date: 04/15/2011												
F2007A28	140	SON	200	2365	0085:7855	1 SALARY	10.00	1,734.04				
F2007A28	140	SON	200	2365	0085:7855	1 SALARY	10.00	1,734.04				
CHECK 04/15/2011 TOTALS: NET: 1,734.04												
Check Date: 04/29/2011												
F2007A28	140	SON	200	2365	0086:2599	1 SALARY	7.00	1,263.73				
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F2007A28	140	SON	200	2365	0086:2599	162 ADVEA	3.00	511.60				
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Check Date: 05/13/2011												
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Check Date: 05/27/2011												
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F2007A28	140	SON	200	2365	0087:2140	1 SALARY	10.00	2,027.40				
CHECK 05/27/2011 TOTALS: NET: 2,027.40												

**BUFFALO BOARD OF EDUCATION
DEPARTMENT OF HUMAN RESOURCES
720 City Hall, Buffalo, New York 14202**

**RECRUITMENT BULLETIN #10-56
November 5, 2010**

MATHEMATICS COACH – PLA HIGH SCHOOL

NOTICE OF POSITION

POSITION: The Superintendent of Schools, [REDACTED] is interested in receiving applications from qualified candidates for the position of:

MATHEMATICS COACH – PLA HIGH SCHOOL

APPLICATION: Candidates must complete an application form available on the district web site at www.buffaloschools.org.

QUALIFICATIONS: Candidates must hold a Master's degree and New York State certification in mathematics.

EXPERIENCE: Candidates must have three years of teaching and/or coaching experience in an urban school district. Candidates must participate in Professional Learning Opportunities as instructed by the Associate Superintendent for Teaching and Learning and the subject area administrator. In evaluating each candidate's qualifications, preference will be given to the candidate's coursework and experiences in the areas of scientifically based reading research, assessment, and professional development in the area of literacy. The candidate must possess excellent written and oral communication skills, organizational skills, and demonstrate leadership and interpersonal communication skills with adults. Proficiency in the use of technology and knowledge of the Common Core Standards and assessments are preferred.

RESPONSIBILITIES:

- The PLA High School Math Coach will be responsible for, but not limited to, the following:
- Guiding and assisting teachers in the full and ongoing implementation of all mathematics initiatives with fidelity to the Academic Achievement Plan.
 - Guiding and assisting in the full and ongoing implementation of district mathematics programs with support of Buffalo City Schools administration and building principal.
 - Collaborating with teachers and building principals regarding the implementation of research based instructional strategies that are direct, explicit, and systematic.
 - Reviewing and analyzing student data and outcome assessment data, to assist teachers in determining appropriate interventions and necessary program modifications.
 - Providing PLO for teachers at common planning time meetings, after school, and on Saturdays.
 - Assist in development and supporting teachers in implementing action plans based on data.
 - Modeling district mathematics initiatives.
 - Attending district PLO for coaches and mathematics.
 - Perform other duties as assigned.

APPOINTMENT: Appointment will be made by the Board of Education upon the recommendation of the Superintendent following assessment of training, experience, credentials and evaluation of service. Personal interviews, a modeled lesson and a writing sample shall be scheduled.

The Buffalo Board of Education is an Equal Opportunity/Affirmative Action Employer.

SALARY: Teacher's salary schedule.

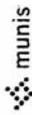
FUND #: Pending Funding

**FINAL DATE
FOR FILING:** November 19, 2010

[REDACTED]
SUPERINTENDENT OF SCHOOLS



ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	BODDS	AMOUNT	DED	TYPE	EMPLOYER	EMPLOYER
007106							LOC: 206 ORG: F2065F20					
					Check Date: 09/17/2010							
	A0005F21	136	266	2439	000789170	1	SALARY	5.00				
	A0006G21	136	266	2439	000789170	1	SALARY	1,226.00				
	A0006G21	136	266	2439	000789170	1	SALARY	1,226.00				
	F0004F20	135	EDM	2439	000789170	452	SDMSCH	1,054.36				
					CHECK 09/17/2010 TOTALS:		NET:	2,280.36			0.00	0.00
					Check Date: 10/01/2010							
	A0005F21	136	266	2439	000791570	1	SALARY	10.00				
	A0005F21	136	266	2439	000791570	165	ADJCUR	2,425.08				
	A0006G21	136	266	2439	000791570	1	SALARY	10.00				
	A0006G21	136	266	2439	000791570	1	SALARY	2,425.00				
	A0006G21	136	266	2439	000791570	155	ADJCUR	33.08				
	A0006G21	136	266	2439	000791570	155	ADJCUR	33.08				
					CHECK 10/01/2010 TOTALS:		NET:	2,477.08			0.00	0.00
					Check Date: 10/15/2010							
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	A0006G21	136	266	2439	000798021	1	SALARY	10.00				
	A0006G21	136	266	2439	000798021	1	SALARY	2,432.00				
	F0004F20	103	EDM	2439	000798021	502	1 TE-S	1,557.77				
					CHECK 10/15/2010 TOTALS:		NET:	2,507.77			0.00	0.00
					Check Date: 10/29/2010							
	A0005F21	136	266	2439	000802312	1	SALARY	10.00				
	A0005F21	136	266	2439	000802312	1	SALARY	2,452.00				
	A0006G21	136	266	2439	000802312	1	SALARY	10.00				
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					CHECK 10/29/2010 TOTALS:		NET:	2,452.00			0.00	0.00
					Check Date: 11/12/2010							
	A0005F21	136	266	2439	000807030	1	SALARY	10.00				
	A0005F21	136	266	2439	000807030	1	SALARY	2,425.00				
	A0006G21	136	266	2439	000807030	1	SALARY	10.00				
	A0006G21	136	266	2439	000807030	1	SALARY	2,425.00				
					CHECK 11/12/2010 TOTALS:		NET:	2,452.00			0.00	0.00
					Check Date: 11/24/2010							
	A0005F21	136	266	2440	000811587	1	SALARY	10.00				
	A0005F21	136	266	2440	000811587	1	SALARY	2,452.00				
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					CHECK 11/24/2010 TOTALS:		NET:	2,452.00			0.00	0.00
					Check Date: 12/10/2010							
	A0005F21	136	266	2450	000816154	1	SALARY	10.00				
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					CHECK 12/10/2010 TOTALS:		NET:	2,452.00			0.00	0.00
					Check Date: 12/23/2010							
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	A0006G21	136	266	2440	000820750	1	SALARY	10.00				
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					CHECK 12/23/2010 TOTALS:		NET:	2,452.00			0.00	0.00
					Check Date: 01/07/2011							
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	A0006G21	136	266	2440	000825388	16	SALARY	1,756.40				
					CHECK 01/07/2011 TOTALS:		NET:	2,452.00			0.00	0.00



08/28/2012 09:49
K0086630

*** LIVE DATABASE SQL July 23, 2012 ***

DETAIL CHECK HISTORY BY EMPLOYEE NAME
09/01/2010 to 01/30/2011

PG 2
priharpt

ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	HOURS	AMOUNT	DED	TYPE	EMPLOYEE
007106											EMPLOYER
LOC: 205 ORG: F2065FZ0											
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					CHECK 01/21/2011		NET:	2,452.00			0.00
EMPLOYEE TOTALS:								NET:	24,429.21		0.00
GRAND TOTALS:								NET:	24,429.21		0.00

*** END OF REPORT - Generated by [REDACTED] ***



Quarterly Time and Effort Certification

State and Federal grant regulations (OMB Circular A-87) require the Buffalo City School District to document the time and effort of all employees that receive 100% of their salary from one grant. The Quarterly Time and Effort Certification requires the employee's supervisor to verify that the activities being performed by the employee are consistent with the employee's duties.

This certification must be signed and submitted quarterly by the employee's supervisor.

Duties: MATH COACH	2439
Location: 206	206 - SOUTH PARK HIGH SCHOOL
FTE: 1.00	
From: 10/1/2010	To: 12/31/2010
To Be Returned: 1/12/2011	

Employee and Emp #: Emp # _____
 ISCIIP: _____

 Employee's Name Employee's Number

If there is a REPLACEMENT or SUBSTITUTE working in the above position please complete the information below.

 Employee's Name Employee's Number

Office Use Only

F2064F20 110 EQN FTE: 1.00 PC #: 8.523
 EQN is the SIG - SCHOLLS #39, #45, #209, #206 project grant

COMMENTS: please write all comments here. If there is not a replacement or a substitute indicate that here. PLEASE SIGN AND DATE.

 Signature Date

I certify that the activities performed by the above employee during the above time period are consistent with the above duties.

 Employee's Supervisor (Print and Sign Name)

 Date

New York State Education Department
 LEA School Improvement Grant Application
 Under 1003(g) of the Elementary and Secondary Education Act of 1965

Action Required By Transformation Model	Description of how the action will be accomplished by LEA	Describe when the action will occur during the grant period, and why at that time	Description of costs associated with the action (description should align with budget narrative and budget provided for grant)
<p>(2) Are designed and developed with teacher and principal involvement; Note: LEAs can demonstrate commitment through developing teacher evaluations that are based on a significant percentage of student growth in achievement. "Significant" will be defined pursuant to NY's Round 1 and, if submitted, Round 2 Race to the Top applications.</p>			
<p>Identify and reward school leaders, teachers, and other staff who, in implementing this model, have increased student achievement and high school graduation rates and identify and remove those who, after ample opportunities have been provided for them to improve their professional practice, have not done so.</p>			
<p>Provide staff ongoing, high-quality, job-embedded</p>			

New York State Education Department
 LEA School Improvement Grant Application
 Under 1003(g) of the Elementary and Secondary Education Act of 1965

Action Required By Transformation Model	Description of how the action will be accomplished by LEA	Describe when the action will occur during the grant period, and why at that time	Description of costs associated with the action (description should align with budget narrative and budget provided for grant)
<p>professional development (e.g., regarding subject-specific pedagogy, instruction that reflects a deeper understanding of the community served by the school, or differentiated instruction) that is aligned with the school's comprehensive instructional program and designed with school staff to ensure they are equipped to facilitate effective teaching and learning and have the capacity to successfully implement school reform strategies;</p>			
<p>Implement such strategies as financial incentives, increased opportunities for promotion and career growth, and more flexible work conditions that are designed to recruit, place, and retain staff with the skills necessary to meet the needs of the students in a transformation school.</p>			

Action Required By Transformation Model	Description of how the action will be accomplished by LEA	Describe when the action will occur during the grant period, and why at that time	Description of costs associated with the action (description should align with budget narrative and budget provided for grant)
<p>Provide staff ongoing, high-quality, job-embedded professional development (e.g., regarding subject-specific pedagogy, instruction that reflects a deeper understanding of the community served by the school, or differentiated instruction) that is aligned with the school's comprehensive instructional program and designed with school staff to ensure they are equipped to facilitate effective teaching and learning and have the capacity to successfully implement</p>	<p>Removing Staff: The goals and measures of the established evaluation system will be used to provide targeted training or assistance for an employee receiving an unsatisfactory evaluation. The district will follow the established procedures, complying with the BTF contract, to remove teachers who have been provided with ample opportunities to improve their professional practice but have not done so.</p>	<p>Staff members who are not effectively meeting the needs of the students should receive district support immediately.</p>	<p>Consultant Contracts: Cambium Learning Group Year 1 - \$10,000 Year 2 - \$9,000 Year 3 - \$6,000 George Washington University Year 1 - 7,000 Year 2 - \$5,830 Year 3 - \$3,000 New York City Leadership Academy Year 1 - \$40,000 Year 2 - \$40,000</p>
<p>Each core subject area will have a Instructional Specialist Coach (ISC) to work on site coaching classroom teachers. Leading Common Curricular Planning Time meetings, provide professional learning opportunity afterschool and on early release days. The ISC will teach two periods at the beginning of the day allowing time to work with other teachers and attend weekly coaching meetings to develop their skills.</p>	<p>Teachers will work with Ed Trust and College Board consultants to</p>	<p>ISCs will need to be appointed and trained, summer 2010. Coaching Professional Learning Opportunity sessions 2010-2012 Teacher Leadership Academy 2010-2013 Content specific training, including attendance at National Conference</p>	<p>Teachers will work with Ed Trust and College Board consultants to</p>

Action Required By Transformation Model	Description of how the action will be accomplished by LEA	Describe when the action will occur during the grant period, and why at that time	Description of costs associated with the action (description should align with budget narrative and budget provided for grant)
school reform strategies;	develop rigorous and standards aligned student assignments and common assessments. One hour every week after school for teacher PLO will be provided.		Year 3 - \$40,000 Educational Development Corp Year 1 - \$25,000 Year 2 - \$12,000 Year 3 - \$7,000 Education Trust Year 1 - 30,000 Year 2 - \$14,000 Year 3 - \$6,000 J.P. Associates Year 1 - \$40,000 Year 2 - \$20,000 Year 3 - \$10,000 Research for Better Teaching Noted in previous section Tuition Year 1 - \$150,000 Year 2 - \$150,000 Year 3 - \$150,000 4 full-time Substitute Teachers (1.0 per 25 teachers) Year 1 - \$83,328 plus benefits Year 2 - \$83,328 plus benefits Year 3 - \$83,328 plus benefits



BOARD OF EDUCATION - CITY OF BUFFALO
PURCHASE DEPARTMENT
 816 CITY HALL, BUFFALO, NY 14202
 PHONE (716) 816 3585 - FAX (716) 851 3605
 TAX EXEMPT #166001564

PURCHASE ORDER

Year 2011 Page 1

THIS NUMBER MUST APPEAR ON ALL SHIPPED MATERIAL AND CORRESPONDENCE.
 Purchase Order # **11011779-00**

DELIVERY HOURS: 8:00AM - 3:30 PM

SOBAC

VERSIFIT SOFTWARE LLC
 103 W. COLLEGE AVE, SUITE 809
 APPLETON, WI 54911

RECEIVED
 JUN 10 2011
 BOARD OF EDUCATION

SHIP TO

INFORMATION TECHNOLOGY DEPT
 807 CITY HALL (807)
 BUFFALO, NY
 14202-0000

Phone Number 920-882-1904		Fax Number 920-830-0304		Requisition Number 00083444		Delivery Reference [REDACTED] 6-816-3611	
Date Ordered 06/16/11	Vendor Number 034130	Date Required 07/01/11	Freight Method/Terms FOB DEST		Department/Location INFORMATION TECHNOLOGY DEPT		
Item#	Description/Part No.	Qty/Unit	Cost Each	Extended Price			
	BUYER [REDACTED] 716-816-3582 SOLE SOURCE QUOTATION 179B-471 BFSA APPROVAL 6-15-11						
001	EDVANTAGE AT RISK EARLY WARNING PERPETUAL LICENSE AND BASE STL. PART #KVP-600-021	1.00 Each	22200.00000	22,200.00			
002	EDVANTAGR DIPLOMA REQUIREMENTS PERPETUAL LICENSE AND eSIS CONNECTORS. PART #KVP-600-021	1.00 Each	11400.00000	11,400.00			
003	EDVANTAGE IMPLEMENTATION SERVICES 500 HRS. PART #KVP-600-021	1.00 Each	60000.00000	60,000.00			
004	ESTIMATE FOR TRAVEL EXPENSES	1.00 Each	5040.00000	5,040.00			
			PO Total	99,640.00			
***** General Ledger Summary Section ***** Account P0004F20-440-EQN			Amount	99,640.00			
		<p align="center">CERTIFICATE</p> <p>I hereby certify that the articles or services listed above were actually delivered to or rendered to the Board of Education of the City of Buffalo and that the said articles received or services rendered were used for the purposes stated for in this order.</p>					

invoice

VERSIFIT SOFTWARE LLC
 P.O. Box 1012
 103 W. College Avenue, Suite 923
 APPLETON, WI 54912 1012

(920) 830-0102

INVOICE NUMBER:
201106050

INVOICE DATE:
6/30/2011

PAGE:
1

SOLO TO:

BOARD OF EDUC-CITY OF BUFFALO
 PURCHASE DEPARTMENT
 816 CITY HALL
 BUFFALO, NY 14202

Ship To:

BOARD OF EDUC-CITY OF BUFFALO
 PURCHASE DEPARTMENT
 816 CITY HALL
 BUFFALO, NY 14202

CUSTOMER ID		CUSTOMER PO		PAYMENT TERMS	
BUFFALO				Net 30	
SALES REP ID		SHIPPING METHOD		SHIP DATE	DUPLICATE DATE
				6/30/2011	7/30/2011
QUANTITY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENSION	
1.00		EDVANTAGE AT RISK EARLY WARNING PERPETUAL LICENSE AND BASE ETL	22,200.00	22,200.00	
1.00		EDVANTAGE DIPLOMA REQUIREMENTS PERPETUAL LICENSE AND eSIS	11,400.00	11,400.00	
1.00		CONNECTORS EDVANTAGE IMPLEMENTATION SERVICES	60,000.00	60,000.00	
1.00		500 HRS ESTIMATE FOR TRAVEL EXPENSES	5,040.00	5,040.00	
		P O # 11011779-00		0.00	
Customer Balance:			98,640.00		
			Subtotal	98,640.00	
			Freight	0.00	
			Sales Tax	0.00	
			Amount Paid	0.00	
			Total	98,640.00	

VERSIFIT TECHNOLOGIES LLC
P.O. Box 1012
Appleton, WI 54912 1012

75-1786/759 8218

DATE 1/17/12

\$ 3990.63

DOLLARS

PAY TO THE ORDER OF Bethlehem Schools
Three Thousand Nine Hundred Sixty Three

THE BUSINESS BANK

AUTHORIZED SIGNATURE

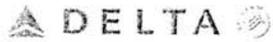
⑆006218⑆ ⑆075917869⑆ ⑆200⑉931⑉00⑆

[REDACTED] JUN11

Subject: [REDACTED]
From: [REDACTED]
Date: Thu, 16 Jun 2011 07:21:33 -0700 (PDT)
To: [REDACTED]

----- Forwarded Message -----

From: "DeltaElectronicTicketReceipt@delta.com" <DeltaElectronicTicketReceipt@delta.com>
To: [REDACTED]
Sent: Thu, June 16, 2011 7:54:43 AM
Subject: [REDACTED]



Your Receipt and Itinerary

(Scan this barcode at a Delta Self-Service Kiosk to access your reservation.)

[REDACTED]
P.O. BOX 1012
APPLETON WI 54912

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Flight Information

DELTA CONFIRMATION #: G595VK
TICKET #: 00623527264710

Day	Date	Flight	Status	Bkng Class	City	Time	Meals/ Other	Seat/ Cabin
Mon	27 JUN	DELTA 2442	OK	T	LV APPLETON AR DETROIT	425P 548P		** COACH

*Operated by NKS AVIATION

Mon 27 JUN DELTA 3783* OK T LV DETROIT 807P **
 AR BUFFALO 917P COACH
 *Operated by Pinnacle Airlines
 Wed 29 JUN DELTA 6301* OK T LV BUFFALO 525P **
 AR DETROIT 655P COACH
 *Operated by Comair
 Wed 29 JUN DELTA 4105* OK T LV DETROIT 1037P **
 AR APPLETON 1056P COACH
 *Operated by Pinnacle Airlines

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Baggage and check-in requirements vary by airport and airline, so please check with the operating carrier at your ticket.
 Please review Delta's www.delta.com and www.flydeltatoday.com for details.
 You must be checked in and at the gate at least 15 minutes before your scheduled departure time for travel inside the United States.
 You must be checked in and at the gate at least 45 minutes before your scheduled departure time for international travel.
 For tips on flying safely with laptops, cell phones, and other battery-powered devices, please visit <http://SafeTravel.dot.gov>.

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Key to Terms
 # - Arrival date different than departure date
 ** - See Delta.com
 *** - Multi-cities
 *SS - Multiple stops
 AR - Arrival
 B - Breakfast
 C - Baggage Allowances
 D - Dinner
 F - Fees/charges for purchase
 L - Lunch
 LV - Departs
 M - Meals
 R - Reconfirmations - Complimentary
 S - Snacks
 T - Cold meal
 V - Snacks for Sale

Passenger Information

SkyMiles Number: *****101
 Silver Medallion®

Billing Details

Receipt Information

Fare Details: ATW DL X/DTT DL BUF158.14TA07A0HQ DL X/DTT Q9.30DL ATW158.14TA0
 7A0HQ USD325.58EHD ZP ATWDTWBUFDTW XF ATW4.5DTW4.5BUF4.5DTW4.5

Fare: 325.58 USD Form of Payment VI*****2321
 Tax: 67.22 TX
 Total: 392.80 USD

NON-REF/CHANGE FEE
 NON-REF/CHANGE FEE

Note: When using certain vouchers to purchase tickets, remaining credits may not be refunded. Additional charges and/or credits may apply and are displayed in the sections below.

The Medallion status listed reflects a customer's status at the time of ticketing, which may differ from the actual status at the time of flight departure.



This ticket is non-refundable unless issued at a fully refundable fare. Any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.

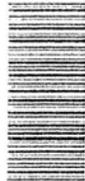
Detailed Tax Information

Total Tax: 67.22 USD

XF 18.00 ZP 14.80 AY 10.00 US 24.42

Ticketing Details

Scan this barcode at a Delta Self-Service Kiosk to access your reservation.



TICKET #: 00623527254710
Issue Date: 05/16/11 Expiration: 06/16/12
Place of Ticket Issue: LAX/EB
Issuing Agent Id: DL/M
Ticket Issue date: 16JUN11
Not Transferable

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- Our right to [change terms](#) of the contract



- [Check-in requirements](#) and other rules establishing when we may [refuse carriage](#)
- Our rights and limits of our liability for [delay or failure to perform a service](#), including schedule changes, substitution of alternative air carriers or aircraft, and rerouting
- Our policy on [overbooking flights](#), and your rights if we deny you boarding due to an oversold flight

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06-29-11

[REDACTED]	Folio No. :	Room No. : 403
[REDACTED]	A/R Number :	Arrival : 06-27-11
[REDACTED]	Group Code :	Departure : 06-29-11
United States 54912	Company :	Conf. No. : 66169495
	Membership No. :	Rate Code : IDDSR
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
06-27-11	*Accommodation	117.99	
06-27-11	Sales-Occupancy Taxes 13.75*	16.22	
06-28-11	*Accommodation	117.99	
06-29-11	Sales-Occupancy Taxes 13.75*	16.22	
06-29-11	American Express		268.42
Total		268.42	268.42
Balance		0.00	

Guest Signature: _____

I have received the goods and/or services in the amount shown herein. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to pay them if a obligation set forth in the cardholder's agreement with the issuer.

Holiday Inn Buffalo International Airport
4800 Converse Street
Chester-Town, NY 14225
T. Victoria: (716) 634-9909 Fax: (716) 634-6920

to grille
see St
NY 14225
.6969
11 07:00
can taxi
/ / X X

Taryn I

31.80

urc

WELCOME TO BUFFALO

EXPIRATION TIME
JUN 28
09:31 PM 2011
PAID \$ 2.00 C
ENTRY: 06/28/11 at 05:31 PM
64523 ID: FORT591
3300983

RECEIPT

Entry
06/28/11
05:31 PM

Expires
06/28/11
09:31 PM
\$ 2.00 C
FORT591
64523

141616 RESTAURANT
43 COURT ST
BUFFALO, NY 14203

TERMINAL ID: 0747012
MERCHANT ID: 1

AMER
#-XXXXXXXXXXXX
SUB: 01
SALE

SALUT: 900764 INVOICE: 069412
DATE: JUN 25, 11 TIME: 12:49
AUTH NO: 274386

PRE-TIP AMT \$ 6.43
TIP 4.00
TOTAL 30.43

Coles
1104 Elmwood ave
Buffalo NY 14222
(716) 895-1449

Date: Jun28'11 07:13PM
Card Type: American Exp
Acct #: XXXXXXXXXXXX2313
Card Entry: SWIPED
Trans Type: PURCHASE
Auth Code: 745134
Check: 2218
Table: 2/2
Server: 117 Caitlin

Subtotal: 75.04
Tip 20.00
Total 95.04

Union Mobil Mart
3550 Genesee St.
Cheektowaga, NY

Sale
BAMEX XXXXXX1026
Auth. # 668217
Inv. # N026816
9738384
Date 06/28/11 16:58
UNION MART
CHEEKTOW NY
Pump # 5 Regular
Gallons 0.000
Price/Gal ... 0.000
Fuel Sale ... 0.000

*** Customer's Copy ***

Fee Computer Number: 4
Cashier: RILEY ID #142
Transaction Number: 397945
Entered: 06/29/2011 08:00
Exited: 06/29/2011 15:23
Ticket #83561 DISPENSER #3
Lot: Lot 1

Area: Area 1 - 'A' Ticket
Rate: Turnst Daily
Parking Fee: \$ 6.00
Total Fee: \$ 6.00
Cash: \$ 6.00
Total Paid: \$ 6.00

Thank You For
Shopping Union
Mobil Mart

OUTGAMIE COUNTY
REGIONAL AIRPORT
RECEIPT #3
ENTRY TIME: 15:22
EXIT TIME: 22:55
PARK-DVR.: HRS:MIN
2:07:32

AMOUNT: 21.80
KIND OF PAYMENT:
AMERICAN EXPRESS
XXXXXXXXXX2313

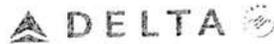
From

From: DeltaElectronicTicketReceipt@delta.com (DeltaElectronicTicketReceipt@delta.com)

Date: Thu, June 16, 2011 7:55:34 AM

Cc:

Subject



(Scan this barcode at a Delta Self-Service Kiosk to access your reservation.)

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P.O. BOX 1012
APPLETON WI 54912

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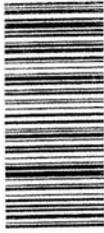
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Flight Information

DELTA CONFIRMATION #: 88965K
TICKET #: 00621507265706

Day	Date	Flight	Status	Class	Orig	Time	Yield	Deal
Mon	27 JUN	DELTA 2412	OK	E	BY APPLETON AR DETROIT	4:58P 6:40P	**	COACH
*Operated by MEMPHIS AVIATION								
Mon	27 JUN	DELTA 1787	OK	T	BY DETROIT AR BUFFALO	6:02P 7:17P	**	COACH
*Operated by PINNACLE AIRLINES								
Wed	29 JUN	DELTA 6701	OK	T	BY BUFFALO AR DETROIT	6:50P 8:58P	**	COACH
*Operated by COMAIR								
Wed	29 JUN	DELTA 4170	OK	T	BY DETROIT AR APPLETON	10:47P 12:52P	**	COACH
*Operated by PINNACLE AIRLINES								



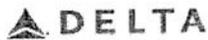
TICKET #: 00623527264706
 Issue Date: 06/16/11 Expiration: 06/16/12
 Place of Ticket Issue: LAXWEB
 Issuing Agent Id: DL/WW
 Ticket Issue date: 16JUN11
 Not Transferable

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- Our right to [change terms](#) of the contract
- [Check-in requirements](#) and other rules establishing when we may [refuse carriage](#)
- Our rights and limits of our liability for [delay or failure to perform service](#), including schedule changes, substitution of alternative air carriers or aircraft, and rerouting
- Our policy on [overbooking flights](#), and your rights if we deny you boarding due to an oversold flight

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<http://ms.m04.mail.yahoo.com/dc/launch?.ex=1&.rand=alu7m40ov9i00>

7/11/2011

File Number:	4
Case:	8/26/11 #142
Transaction Number:	392474
Entered:	08/23/2011 08:03
Exited:	08/23/2011 17:14
Ticket #17756	Business: 43
Lot:	Lot 1
Area:	Area 1 - 1A - 11088
Label:	Turner Delivery
Parking Fee:	\$ 6.00
Total Free:	\$ 6.00
Cash:	\$ 6.00
Total Paid:	\$ 6.00

8/23/2011 17:14
 392474
 08/23/2011 08:03
 08/23/2011 17:14
 Business: 43
 Lot 1
 Area 1 - 1A - 11088
 Turner Delivery
 \$ 6.00
 \$ 6.00
 \$ 6.00
 \$ 6.00



130 06-29-11

 United States 54912	Folio No. :	Room No. :	404
	A/R Number :	Arrival :	06-27-11
	Group Code :	Departure :	06-29-11
	Company :	Conf. No. :	67665523
	Membership No. :	Rate Code :	IDDSR
	Invoice No. :	Page No. :	1 of 1

Date	Description	Charges	Credits
06-27-11	*Accommodation	117.99	
06-27-11	Sales/Occupancy Taxes 13.75%	16.22	
06-28-11	*Accommodation	117.99	
06-28-11	Sales/Occupancy Taxes 13.75%	16.22	
06-29-11	Visa		268.42
Total		268.42	268.42
Balance		0.00	

Guest Signature: _____

I have received the goods and/or services in the amount shown herein. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part of the full amount of those charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Holiday Inn Buffalo International Airport
4800 Genesee Street
Cheektowaga, NY 14225
Telephone: (716) 634-6989 Fax: (716) 634-0920

Auditors' Notes

1. The Office of Management Budget Circular A-133 compliance supplement clearly states supplanting includes the use of federal funds to provide services the local educational agency (LEA) provided with state or local funds in the prior year. This can be rebutted if the LEA can demonstrate a reduction in the level of effort for the services in question with non-federal funds had the federal funds not been available. The District had no such documentation. As a result, the District supplanted, and did not supplement, six full time equivalents with SIG funds.
2. We agree that the modules were not installed, implemented, and utilized district-wide. However, the District provided documentation that the training offered to staff occurred in four school buildings, two of which were non-SIG schools. The expense should have been allocated as a result of this information and the entire cost should not have been charged to SIG. The District can only claim actual costs incurred relating to the SIG program. Therefore, estimated travel costs reimbursed by the vendor to the District cannot be claimed under the grant.