


Scotia-Glenville High School

To: Susan Swartz
From: Peter J. Bednarek 
Date: May 5, 2023
RE: SAT Testing-Revised

In order to recruit the necessary number of proctors for the administration of the SAT exam, we need to offer a stipend of \$50.00 in addition to the College Board's payment to the individual proctors.

Based on the recommendations of the auditors, these stipends should be approved by the Board of Education for disbursement to the individuals according to the schedule below. I am requesting approval from the Board of Education to authorize stipends (drawn from the College Board budget line) to be paid according to the following breakdown to individuals for the SAT exam administered on May 6, 2023. Proctors will submit a timesheet for their duties.

Judy Burbank	SAT Proctor
Lynn Casey	SAT Monitor
Nancy Cousins	SAT Proctor
Stephanie St. Pierre	SAT Proctor
Michele Doane	SAT Monitor
Dave Langdon	SAT Coordinator
Denisia Iacovitti	SAT Monitor
Cindy Dorazio	Clerical
Mary Schmidt	SAT Proctor – (Site based)
Andrea DeMento	SAT Proctor – (Site based)
Barb Riggi	SAT Proctor – (Site based)

Thank you for your consideration.

*Approved
for
payment*

pc: Andrew Giaquinto, Business Administrator
Kenna Collins, Payroll Clerk