



# THE NEW YORK CITY DEPARTMENT OF EDUCATION

JOEL I. KLEIN, *Chancellor*

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## DIVISION OF BUDGET OPERATIONS AND REVIEW

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**MATTHEW SAPIENZA**

*Budget Director (Acting)*

## MEMORANDUM

**DATE:** March 5, 2003

**TO:** ETHEL TUCKER, SUPERINDENT  
COMMUNITY SCHOOL DISTRICT 21

**FROM:** Marshall Goldman

**SUBJECT:** OTPS CASUALTY LOSS – FIRE AND FLOOD

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Schools are compensated for damaged educational supplies and equipment due to fire and flood losses. Proof of the loss must be submitted to the Office of Community School District Affairs (OCSDA) for their review. Replacements are funded by the Module 5 Special Purpose Reserve, OTPS Fire and Flood.

After review of the damage caused by flooding at District 21, PS-238, OCSDA has recommended a reimbursement of \$27,500. This amount is now being allocated to District 21 and will be placed in quick-object-line code: 004577-053-5141. A budget modification scheduling the amount should be prepared as soon as possible.

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E-mail: Charles Spigel