AGENDA

Annual Organizational Meeting and July 2016 Regular Business Meeting Rocky Point Schools - Board of Education July 14, 2016

I.	OPE	OPENING OF MEETING BY DISTRICT CLERK			
	a. b.	b. Melissa Brown Sean Callahan Edward Casswell Scott Reh Susan Sullivan Michael F. Ring, Ed.D., Superintendent of Schools Deborah De Luca, Ed.D., Assistant Superintendent Gregory Hilton, School Business Official Susan Wilson, Executive Director for Educational Services Patricia Jones, District Clerk			
II.		TRICT CLERK ADMINISTERS OATH OF OFFICE TO RE-ELECTED BOARD MBER SUSAN Y. SULLIVAN			
III.	ELE	CTION OF OFFICERS			
	a.	ELECTION OF THE PRESIDENT OF THE BOARD (Ed. Law 1701, 2504, 2563) 1. Nominations 2. Vote 3. Administer Oath to President by the Clerk: "I,			
	b.	ELECTION OF VICE PRESIDENT OF THE BOARD			
		 Nominations Vote Administer Oath to Vice President by the Clerk: 			
		"I,, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Vice-President of the Board of Education according to the best of my ability."			
IV.	ANN	IUAL APPOINTMENTS			
		n a motion made by, seconded by, bllowing resolution is offered:			

2017 fiscal year at the annual expense indicated below:

BE IT RESOLVED, that the Board of Education make the following appointments for the 2016-

	OFFICERS				
ITEM	POSITION	NAME	ANNUAL EXPENSE		
1	District Clerk	Patricia Jones	\$14,500 per year		
2	Assistant District Clerk	Loretta Sanchez	Current hourly rate for regular time and overtime, as required by the BOE		
3	District Treasurer	Virginia Holloway	No additional compensation beyond contractual wages		
4	Deputy District Treasurer	Linda Bilski	Current hourly rate for regular time and overtime as required by the Board of Education		
5	Claims Auditor / Extra- Classroom Activity Accounts Claims Auditor	Dennehy Accounting Services	\$18,055 per year for weekly service		
		NON-OFFICERS			
	POSITION	NAME	ANNUAL EXPENSE		
6	Tax Collector	Virginia Holloway	No additional compensation beyond contractual wages		
7	Treasurer—Extra Classroom Activities Accounts	Linda Bilski	\$6,600 per year		
8	External Auditors	Pending RFP	Pending RFP		
9	Internal Auditor	Nawrocki Smith, LLP	\$17,500 per year		
10	General/Labor Counsel	Kevin Seaman, Esq.	Yearly retainer fee: \$25,000.00. Per hour fee of \$195.00 for litigation services.		
11	Bond Counsel	Hawkins Delafield and Wood, LLP	As per contract		
12	School Physicians	Rocky Point Medical Care, P.C. (Dr. Gil); Peconic Bay Medical Care Concussion Specialists (at no cost to the district): Jennifer Semel, MD, Jennifer Gray, DO, Anuja Korlipara, MD, Mark Harary, MD, and Hayley Queller, MD, Luga Podesta, MD, Danielle DeGiorgio, DO, and Kalliopi Kapsalis Nestor, MD, of the St. Charles Hospital ImPACT Program	As per contracts – Rocky Point Medical Care and Sound Family Medicine; ImPACT Program at no cost to district		
13	Purchasing Agent	Debra Hoffman	\$24,950 per year		
14	Deputy Purchasing Agent	Gregory Hilton	No additional compensation beyond contractual wages		
15	Audit Committee Members	Edward Casswell, Scott Reh, Susan Sullivan, Melissa Brown, Sean Callahan	N/A		
16	Incarcerated Youth/Designated Educational Official	Susan Wilson	No additional compensation beyond contractual wages		
17	Liaison for Homeless	Jennifer Zaffino	As per BOE appointment		

	Children and Youth		
18	FERPA Officer	Susan Wilson	No additional compensation beyond contractual wages
19	Medicaid Compliance Officer	Dr. Deborah De Luca	No additional compensation beyond contractual wages
20	Section 504 Coordinators	Susann Crossan (RPHS), Dr. Scott O'Brien (RPMS), Linda Towlen (JAE), Dr. Virginia Gibbons (FJC), Andrea Moscatiello (District)	No additional compensation beyond contractual wages
21	Title IX Coordinators / Complaint Officers	Susan Wilson, Anja Groth, Dr. Scott O'Brien, Gregory Hilton, and District General Counsel	No additional compensation beyond contractual wages for employee coordinators; as per contract for General Counsel
22	Americans with Disabilities Act (ADA) Coordinator	Dr. Deborah De Luca	No additional compensation beyond contractual wages
23	Records Management Officer	Gregory Hilton	No additional compensation beyond contractual wages
24	Records Access Officer	Gregory Hilton	No additional compensation beyond contractual wages
25	Records Appeal Officer	Dr. Michael Ring	No additional compensation beyond contractual wages
26	Federal Child Nutrition Program Hearing Official	Maureen Branagan	No additional compensation beyond contractual wages
27	Federal Child Nutrition Program Reviewing Official	Maureen Branagan	No additional compensation beyond contractual wages
28	Federal Child Nutrition Program Verification Official	Maureen Branagan	No additional compensation beyond contractual wages
29	Asbestos Officer / AHERA LEA Designee	Paul Martinez	No additional compensation beyond contractual wages
30	Chemical Hygiene Officer	Paul Martinez	No additional compensation beyond contractual wages
31	School Pesticide Officer	Paul Martinez	No additional compensation beyond contractual wages
32	Attendance Officers	Susann Crossan (RPHS); Dr. Scott O'Brien (RPMS); Linda Towlen (JAE); Dr. Virginia Gibbons (FJC)	No additional compensation beyond contractual wages
33	Dignity Act Coordinators	Susann Crossan (RPHS); Michael Gabriel (RPHS); Joseph Tapler (RPHS); Dr. Scott O'Brien (RPMS); James Moeller (RPMS);Linda Towlen (JAE); Dr. Courtney Herbert (JAE); Dr. Virginia Gibbons (FJC); Vivien Leary (FJC); Dr. Deborah De Luca (District-wide)	No additional compensation beyond contractual wages
34	Certifier of Payrolls	Dr. Michael Ring	No additional compensation

			hevon	d contractual wa	ioes
	Residence Determination	<u> </u>		ditional compen	
35	Designee	Susan Wilson		d contractual wa	
26	District Emergency	Cl. 1 D.1		ditional compen	
36	Management Coordinator	Charles Delargy		d contractual wa	
37	Districtwide School	As indicated in the BOE-	NA		
31	Safety Team	approved Safety Plan	NA		
	Ayes	Motion Carried			
	Nays	Or Motion Defeated_			
	ivays	Wiotion Beleated_		_	
DESI	GNATIONS				
A.	OFFICIAL BANK DEPOS	SITORY - ALL FUNDS			
	(Ed. Law 2129, 2130; Com	n. Reg. 170.2)			
	Upon a motion mad	le by		, seconded	by
	, the following	de bylowing resolution is offered:		_,	<i>J</i>
		e following Banks and/or Trust	•		•
		positories for the district funds	during the	school year 201	6-
	2017: Chase Manhattan B	onle			
	TD Bank	alik			
	Capital One Bank				
	 Bridgehampton Nat 	ional Bank			
	Ayes	Motion Carried_			
	Ayes	Or			
	Nays	Motion Defeated_			
R	•				
В.	REGULAR MONTHLY M	MEETINGS		_	
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2	MEETINGS 2504)			hv
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion made	MEETINGS 2504) de by			by
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion made	MEETINGS 2504)			by
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion mad, the following the following series are series as a series are series are series as a series are ser	MEETINGS 2504) de by		_, seconded	٠
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В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion mad, the foll BE IT RESOLVED, that the	MEETINGS 2504) de by lowing resolution is offered: e regular business school board	meetings f	_, seconded For the 2016-201	7
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion mad, the foll BE IT RESOLVED, that the school year be held at times on the following dates:	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p	meetings f	_, seconded For the 2016-201	7
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion mad, the foll BE IT RESOLVED, that the school year be held at times on the following dates: August 29, 2016 Reg	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p	meetings f	_, seconded For the 2016-201	7
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion mac, the foll BE IT RESOLVED, that the school year be held at times on the following dates: August 29, 2016 Reg September 26, 2016 Reg	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p	meetings f	_, seconded For the 2016-201	7
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В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion made the following dates: BE IT RESOLVED, that the school year be held at times on the following dates: August 29, 2016 Reg September 26, 2016 Reg October 24, 2016 Reg November 21, 2016 Reg December 19, 2016 Reg January 9, 2017 Reg January 9, 2017 Reg March 20, 2017 Reg April 19, 2017 Reg May 2, 2017	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p gular Meeting / BOCES Budget blic Hearing (Budget) (Ed. Law	meetings forior to date	_, seconded For the 2016-201 To a continuous of each meeting Elections	7
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion mad , the following dates: BE IT RESOLVED, that the school year be held at times on the following dates: August 29, 2016 Reg September 26, 2016 Reg October 24, 2016 Reg December 19, 2016 Reg December 19, 2016 Reg January 9, 2017 Reg January 9, 2017 Reg March 20, 2017 Reg May 2, 2017 Reg May 2, 2017 Reg May 16, 2017 Reg May 2, 2017 Reg	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p gular Meeting & BOCES Budget blic Hearing (Budget) (Ed. Law gular Meeting & Budget Vote/E	meetings forior to date	_, seconded For the 2016-201 To a continuous of each meeting Elections	7
В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion made the following dates: BE IT RESOLVED, that the school year be held at times on the following dates: August 29, 2016 Reg October 24, 2016 Reg October 24, 2016 Reg December 19, 2016 Reg January 9, 2017 Reg January 9, 2017 Reg March 20, 2017 Reg May 2, 2017 Reg May 2, 2017 Reg May 16, 2017 Reg May 16, 2017 Reg June 19, 2017	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p gular Meeting / BOCES Budget blic Hearing (Budget) (Ed. Law	meetings for to date vote and 2017 (5))	_, seconded For the 2016-201 e of each meeting Elections d. Law 2022-a)	7
B.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion made the following dates: BE IT RESOLVED, that the school year be held at times on the following dates: August 29, 2016 Reg September 26, 2016 Reg October 24, 2016 Reg November 21, 2016 Reg December 19, 2016 Reg January 9, 2017 Reg March 20, 2017 Reg March 20, 2017 Reg May 2, 2017 Reg May 2, 2017 Reg May 16, 2017 Reg June 19, 2017 Reg July 13, 2017 Reg July 14,	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p gular Meeting / BOCES Budget blic Hearing (Budget) (Ed. Law gular Meeting & Budget Vote/E gular Meeting 7-2018 Organizational Meeting	meetings for to date and 2017 (5)) Election (Edg/Regular M	_, seconded For the 2016-201 e of each meeting Elections d. Law 2022-a) Meeting	7
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В.	REGULAR MONTHLY M (Ed. Law 1708 (quarterly), 2 Upon a motion made the following dates: BE IT RESOLVED, that the school year be held at times on the following dates: August 29, 2016 Reg September 26, 2016 Reg October 24, 2016 Reg November 21, 2016 Reg December 19, 2016 Reg January 9, 2017 Reg March 20, 2017 Reg March 20, 2017 Reg May 2, 2017 Reg May 2, 2017 Reg May 16, 2017 Reg June 19, 2017 Reg July 13, 2017 Reg July 14,	MEETINGS 2504) de by lowing resolution is offered: e regular business school board and locations to be identified p gular Meeting / BOCES Budget blic Hearing (Budget) (Ed. Law gular Meeting & Budget Vote/E gular Meeting 7-2018 Organizational Meeting	meetings for to date and 2017 (5)) Election (Ecg/Regular M	_, seconded For the 2016-201 e of each meeting Elections d. Law 2022-a) Meeting	7

V.

	(Ed. Law 2022-a; Ed. Law	2017 (5))	
		e by	, seconded by
	, the follo	owing resolution is offered:	
	Tuesday in May (May 16, 20	tuant to Section 2022-a of the Education I 117) is hereby designated as the date of the	e Annual Meeting
	of the school district, on any	n of the necessary funds to meet the estin propositions involving the expenditure of and for the election of the members of th	money or
	Education; and that the 2nd of	lay of May, 2017, is hereby designated as roposed budget that will be voted upon or	the District Public
	Ayes	Motion Carried	•
	Nays	Or Motion Defeated	_
D.	OFFICIAL NEWSPAPER (Ed. Law 2004; Gen. Munici		
	Upon a motion mad, the follow		, seconded by
		ne official school district newspapers d on Record, The Long Island Business New	
	Ayes	Motion CarriedOr	_
	Nays	Motion Defeated	_
VI. OTHE	R APPOINTMENTS		
A.	COMMITTEE/SUBCOMN (Comm. Reg. Subchapter P,	MITTEE ON SPECIAL EDUCATION: Part 200)	
	Upon a motion mad	e byowing resolution is offered:	, seconded by
	each Board of Education sha in accordance with the provi	accordance with Commissioner's Regula Il appoint a Committee/Subcommittee on sions of the Education Law, Section 4402 Immended for Board of Education approv	Special Education . The following
	Chairperson	Deborah DeLuca	
	Chairperson Chairperson	Andrea Moscatiello Kristen White	
	Chairperson	Tanesha Hunter	
	Chairperson	Reanna Fulton	
	Alternate Chairperson	Mark Muchnik	
	Alternate Chairperson	John Haggerty	

DISTRICT ANNUAL PUBLIC HEARING/BUDGET VOTE/ELECTION

C.

Juliet Williams Alternate Chairperson Alternate Chairperson Meredith Picone Student's Teacher as per Education Law 4402 Alternate Parent Member Nancy Collins Alternate Parent Member Mary Anne Palmese Alternate Parent Member Maria Quaglio School Psychologist Mark Muchnik School Psychologist John Haggerty School Psychologist Juliet Williams School Psychologist Meredith Picone **District Special Education Teacher Members District Regular Education Teacher Members School Physicians** Rocky Point Medical Care, P.C. (Dr. Gil) Peconic Bay Medical Care Motion Carried____ Nays Motion Defeated В. APPOINTMENTS TO THE COMMITTEE ON PRESCHOOL SPECIAL **EDUCATION** Upon a motion made by ______, seconded by _____, the following resolution is offered:

BE IT RESOLVED, that the Rocky Point Board of Education approves the appointment of a generic representative of the Suffolk County Department of Social Services for the Rocky Point Committee on Preschool Special Education which would be at the discretion of Suffolk County for the 2016-2017 school year.

BE IT FURTHER RESOLVED, that the Rocky Point Board of Education approves the appointment of a representative of the providing testing agency as a generic member of the Rocky Point Committee on Preschool Special Education for the 2016-2017 school year.

BE IT FURTHER RESOLVED, that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Committee on Preschool Special Education. The following people and positions are recommended for Board of Education approval for the 2016-2017 school year:

Chairperson Deborah DeLuca Chairperson Andrea Moscatiello Chairperson Kristen White Tanesha Hunter Chairperson Chairperson Reanna Fulton Alternate Chairperson Mark Muchnik Alternate Chairperson John Haggerty Juliet Williams Alternate Chairperson Alternate Chairperson Meredith Picone

Student's Teacher as per Education Law 4402

Alternate Parent Member Nancy Collins

Alternate Parent Member Mary Anne Palmese Alternate Parent Member Maria Quaglio School Psychologist Mark Muchnik School Psychologist John Haggerty School Psychologist Juliet Williams School Psychologist Meredith Picone **Teacher Members** District Special Education District Regular Education **Teacher Members School Physicians** Rocky Point Medical Care, P.C. (Dr. Gil) Peconic Bay Medical Care Evaluator: For any meetings prior to the initial recommendation, a professional who participated in the evaluation of the child for whom services are first being sought. Teacher: For any meeting held to review or re-evaluate the status of the preschool child, the child's Pre-School Teacher. Suffolk County Representative: For a child in transition from an early intervention program, the appropriately licensed or certified professional from the Department of Health Program. Ayes_____ Motion Carried Or Nays____ Motion Defeated_____ SURROGATE PARENT: Upon a motion made by ______, seconded by _____, the following resolution is offered: BE IT RESOLVED, that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Surrogate Parent in accordance with the provisions of the Education Law, Section 4402. The following person is recommended for Board of Education approval for the 2016-2017 school year to serve as a Surrogate Parent: Ms. Nancy Collins Motion Carried____ Ayes_____ Or Nays_____ Motion Defeated_____

C.

D. (1) IMPARTIAL HEARING OFFICERS (As per the provisions of Chapter 403 of the Laws of 1993 Commissioner of Education Mandate Amendment to Section 4404(1) of the Education Law)

Upon a motion made by ______, seconded by _____, the following resolution is offered:

IT IS HEREBY RESOLVED, that pursuant to a parental request for an Impartial Hearing is filed pursuant to the Individuals with Disabilities in Education Act (IDEA), the Board of Education will arrange for an impartial due process hearing to be conducted.

RESOLVED, the Board will immediately-but not later than two (2) business days after

receipt of the due process complaint notice or mailing of the due process complaint notice to the parent-initiate the process to select an impartial hearing officer (IHO) through a rotational selection process. To expedite this process, the Board may designate one (1) or more of its members to appoint the IHO on its behalf.

RESOLVED, the District will utilize the New York State Education Department's Impartial Hearing Reporting System (IHRS) to access the alphabetical list of the names of each IHO certified in New York State and available to serve in the District. The appointment of an IHO will be made only from such list and in accordance with the alphabetical rotation selection process and the timelines and procedures established by the Commissioner of Education. The District will record and report to the State Education Department required information relating to the selection of IHOs and the conduct of impartial due process hearings according to the manner and schedule specified by the Department.

D. (2) COMPENSATION OF IMPARTIAL HEARING OFFICERS (IHO)

IT IS HEREBY FURTHER RESOLVED, as per the Board of Education District Policy No. 7670, the District will be responsible for compensating the IHO for prehearing, hearing and post hearing activities at the rate agreed upon at the time of the IHO's appointment.

D. (3) 2016-2017 COMPENSATION SCHEDULE FOR IMPARTIAL HEARING OFFICERS

BE IT FURTHER RESOLVED, that the Rocky Point Board of Education approves the 2016-2017 Compensation Schedule for Impartial Hearing Officers in accordance with the following:

Pursuant to 8 NYCRR 200.21, compensation for Impartial Hearing Officers for prehearing, hearing, and post-hearing activities shall be the maximum rate prescribed in a schedule approved by the director of the Division of the Budget. For the 2016-2017 school year the rate is \$100.00 per hour.

The District will also reimburse the IHO for certain travel and other hearing-related expenses (e.g., duplication and telephone costs) pursuant to the schedule.

The School District shall not reimburse Impartial Hearing Officers for any meal or lodging expenses they may incur.

The School District shall, upon review and approval of properly submitted documentation, reimburse Impartial Hearing Officers for automobile travel at the most recent mileage rate approved by the Internal Revenue Service and for the cost of tolls necessarily incurred as a result of attending the impartial hearing. However, the maximum amount reimbursed by the School District for mileage and travel related expenses shall not exceed \$50.00 per day for each day the Impartial Hearing Officer attends the hearing.

Ayes	Motion Carried
	Or
Nays	Motion Defeated

VII. AUTHORIZATIONS

A. AUTHORIZATION FOR CHIEF SCHOOL OFFICER TO FILE APPLICATIONS AND GRANTS IN COMPLIANCE WITH FEDERAL AND STATE REGULATIONS

Upon a motion made by		
following resolution is offere	ed:	
authorized as district represe	Dr. Michael F. Ring, Chief School Office entative to file all applications in compliance wifor the 2016-2017 school year.	
Ayes	Motion Carried	
	Or	
Nays	Motion Defeated	
AUTHORIZATION TO REQUESTS (General Mun	APPROVE CONFERENCES, WORKSInicipal Law 77.b)	HOPS, ETC.
Upon a motion made byfollowing resolution is offered	, seconded byed:	, the
	Dr. Michael F. Ring, Superintendent of School approve all conferences, workshops, etc. request 2016-2017 school year.	
Ayes	Motion Carried	
Ayes		
Nays	Or Motion Defeated STABLISH PETTY CASH FUNDS (Comm.	Reg. 170.4)
NaysAUTHORIZATION TO ES	Or Motion Defeated STABLISH PETTY CASH FUNDS (Comm, seconded by	_
Nays AUTHORIZATION TO EST Upon a motion made by following resolution is offered BE IT RESOLVED, that the	Or Motion Defeated STABLISH PETTY CASH FUNDS (Comm, seconded by ed: ne Administration be authorized to establish pe	, the
Nays AUTHORIZATION TO ESTABLE TO THE STATE OF THE	Or Motion Defeated STABLISH PETTY CASH FUNDS (Comm, seconded by ed: ne Administration be authorized to establish per array follows: I F. Ring \$1	, the tty cash funds
Nays AUTHORIZATION TO Extend to the 2016-2017 school year Central Office – Dr. Michael Business Office – Gregory H	Or Motion Defeated STABLISH PETTY CASH FUNDS (Comm, seconded by ed: ne Administration be authorized to establish per arras follows: I.F. Ring \$1 Billion \$1	, the tty cash funds 00.00 00.00
Nays AUTHORIZATION TO Extend to the second to the s	Or Motion Defeated STABLISH PETTY CASH FUNDS (Comm, seconded by ed: ne Administration be authorized to establish pe ar as follows: 1 F. Ring	tty cash funds 00.00 00.00 00.00 00.00
Nays AUTHORIZATION TO ESTABLE IT RESOLVED, that the for the 2016-2017 school year Central Office – Dr. Michael Business Office – Gregory H. Rocky Point High School – S. Rocky Point Middle School – S.	Or Motion Defeated STABLISH PETTY CASH FUNDS (Comm, seconded by ed: ne Administration be authorized to establish per ar as follows: 1 F. Ring \$1 It. Ring \$1 Susann Crossan \$1 Dr. Scott O'Brien \$1	tty cash funds 00.00 00.00 00.00 00.00 00.00
Nays AUTHORIZATION TO ESTABLE IT RESOLVED, that the for the 2016-2017 school year Central Office – Dr. Michael Business Office – Gregory H. Rocky Point High School – S. Rocky Point Middle School – Joseph A. Edgar School – Li	Or Motion Defeated	, the tty cash funds 00.00 00.00 00.00 00.00 00.00 00.00
Nays AUTHORIZATION TO ESTABLE IT RESOLVED, that the for the 2016-2017 school year Central Office – Dr. Michael Business Office – Gregory H. Rocky Point High School – S. Rocky Point Middle School – Joseph A. Edgar School – Li	Or Motion Defeated	tty cash funds 00.00 00.00 00.00 00.00 00.00
Nays AUTHORIZATION TO ESTABLE IT RESOLVED, that the for the 2016-2017 school year Central Office – Dr. Michael Business Office – Gregory H. Rocky Point High School – S. Rocky Point Middle School Joseph A. Edgar School – Li Frank J. Carasiti Elementary	Or Motion Defeated	, the tty cash funds 00.00 00.00 00.00 00.00 00.00 00.00
Nays AUTHORIZATION TO ESTABLE IT RESOLVED, that the for the 2016-2017 school year Central Office – Dr. Michael Business Office – Gregory H. Rocky Point High School – S. Rocky Point Middle School – S. Rocky Point Middle School – Li. Frank J. Carasiti Elementary Ayes Nays DESIGNATION OF AUTH	Or Motion Defeated	tty cash funds 00.00 00.00 00.00 00.00 00.00 00.00 00.00
Nays AUTHORIZATION TO ESTABLE IT RESOLVED, that the for the 2016-2017 school year Central Office – Dr. Michael Business Office – Gregory H. Rocky Point High School – S. Rocky Point Middle School – Joseph A. Edgar School – Li Frank J. Carasiti Elementary Ayes Nays DESIGNATION OF AUTH 29; Comm. Reg 170.4)	Or Motion Defeated	, the tty cash funds 00.00 00.00 00.00 00.00 00.00 00.00 00.00 00.00

BE IT RESOLVED, that Virginia Holloway, School District Treasurer, be authorized to sign checks for the 2016-2017 school year, and that Linda Bilski, Deputy School District Treasurer, and Gregory Hilton, School Business Official, and Dr. Michael F. Ring, Superintendent of Schools, be authorized to sign checks for the 2016-2017 school year in

the absence of Virginia Holloway; and furthermore that two signatories be required for any check exceeding \$10,000 and that the signatories for such checks be the School District Treasurer and the Superintendent of Schools or the School Business Official.

Ayes	Motion Carried	
	Or	
Nays	Motion Defeated	
	OR CHIEF SCHOOL OFFICER and SCHOOL OVE BUDGET TRANSFERS (Ed. Law 1720, 2523)	
Upon a motion made by following resolution is of	fered:	, the
accordance with Board of School Officer and Gregor as the Assistant Superin	nat, pursuant to Commissioner's Regulation Section of Education policy number 5330, Dr. Michael F. bry Hilton, School Business Official (acting in the sattendent for Finance and Operations) be authorized the 2016-2017 school year.	Ring, Chief me capacity
Ayes	Motion Carried	
Nays	Or Motion Defeated	
Treasurer shall have us	at the Deputy School District Treasurer and the School their own check signer with USB flash drof the Deputy School District Treasurer and the	ive devices
Ayes	Motion Carried	
Nays	Or Motion Defeated	
AUTHORIZATION TO	INVEST DISTRICT FUNDS	
Upon a motion made by following resolution is of	fered:	, the
2016-2017, and in her ab	at Virginia Holloway, District Treasurer, during the sence, Linda Bilski, Deputy District Treasurer, be a cordance with the applicable state laws - Ed. Law 17	uthorized to
Ayes	Motion Carried	
Nays	Or Motion Defeated	

Н.		ER INTO AGREEEMENT FOR COC VITH EASTERN SUFFOLK BOCES)PERATIVE
	Upon a motion made byfollowing resolution is offered:	, seconded by	the
	the Board of Education enters in with the Eastern Suffolk BOCE	the recommendation of the Superintender ato an agreement for Cooperative Education Scale of Fiscal year 2016-2017 at an estimated on the actual needs for programs and second sec	onal Services nated cost of
	Ayes	Motion Carried Or	
	Nays	Motion Defeated	
Α.	BUSINESS OFFICIAL, AND A	CHOOL DISTRICT TREASURER,	
	following resolution is offered:	, seconded by	, tne
	Director of Child Nutrition shall Activity Treasurer and Board of	y School District Treasurer, School District be bonded at a minimum of \$1,500,000.00 Education President shall be bonded at a grees shall be bonded at a minimum of \$100 years.); Extra-Class minimum of
	Ayes	Motion Carried Or	
	Nays	Motion Defeated	
В.	ESTABLISH MILEAGE REIM	IBURSEMENT RATE (Ed. Law 2118)	
	Upon a motion made byfollowing resolution is offered:	, seconded by	, the
	reimbursement to school district	Board of Education establishes the mile employees for school business mileage at a mile during the 2016-2017 school year.	•
	Ayes	Motion Carried Or	
	Nays	Motion Defeated	
C.	REVIEW AND RE-ADOPT NUMBERS 3410, 5220, 5410, 5	ION OF BOARD OF EDUCATIO 681, 7110 (first reading)	N POLICY
	Upon a motion made byfollowing resolution is offered:	, seconded by	, the

BE IT RESOLVED, that the Board of Education reviews and re-adopts the following policies (*first reading*):

- 3410 Code of Conduct on School Property
- 5220 District Investments
- 5410 Purchasing
- 5681 School Safety Plans
- 7110 Rocky Point School District's Comprehensive Attendance Plan

Ayes	Motion Carried Or	
Nays	Motion Defeated	
ESTABLISH THE SUBSTI	TUTE RATE OF PAY SCHEDULE	
Upon a motion made by following resolution is offered	ed: , seconded by	, the
BE IT RESOLVED , that the of pay schedule for the 2016	e Board of Education establish the following substa-2017 fiscal year:	titute rate
Non-Instructional Staff:		
Clerical	\$ 10.25 per hour	
Custodial	\$ 10.25 per hour	
Groundskeeper I	\$ 10.25 per hour	
Food Service Worker	\$ 10.25 per hour	
Licensed Security	\$ 18.30 per hour	
Teacher Aide/ Monitor	\$ 10.25 per hour	
Registered Nurse	\$ 28.00 per hour	
Maintenance Mechanic II	\$ 18.86 per hour	
School Communications Cod	ordinator \$ 25.00 per hour	
Budget Hearing/Vote/Electi	on Staff:	
Chief Inspector	\$10.25 per hour	
Board of Registration	\$10.25 per hour	
Teller	\$10.25 per hour	
Poll Clerk	\$10.25 per hour	
Substitutes for above	\$10.25 per hour	
Teaching/Teaching Assistant A. Substitute Teacher/Teach		
	itute Teacher/Teaching Assistant assignment last the same teacher, the substitute will be paid at y fifty-one (51).	-
(51), day one hundred and of	hing Assistants will earn a \$500 payment on da one (101), and day one hundred and fifty-one (15 during the 2016-2017 school year.	
Ayes	Motion Carried Or	
Nays		

		TRICT SAFETY PLAN	,a
	g resolution is offered:	, seconded by	, the
		e recommendation of the Superintendent of and adopts the Rocky Point School District	
Ayes		Motion Carried	
Nays ADOPT	TION OF PURCHASING	Or Motion Defeated G MANUAL	
	motion made by wing resolution is offered	, seconded by:	,
		e recommendation of the Superintendent of Purchasing Manual, as attached.	Schools,
Ayes		Motion Carried	
Nays		Or Motion Defeated	
OPENI	NG/CLOSING OF DIST	RICT BANK ACCOUNTS	
	motion made byg resolution is offered:	, seconded by	, the
Schools,	School Business Official	rd of Education authorizes the Superintende and/or District Treasurer to open and close banking needs of the district.	
Ayes		Motion Carried	
Nays		Or Motion Defeated	
STUDE	NT ACTIVITY CONTR	ACTS	
Upon a the follo	motion made by wing resolution is offered	, seconded by:	
the Boar services	d of Education authorizes to be provided for events ations, as well as those spo	e recommendation of the Superintendent of the Purchasing Agent to enter into contract and activities of district-sponsored clubs an ensored by the district, in accordance with the	s for d
Ayes		Motion Carried	
Nays		Or Motion Defeated	

AUDIT COMMITTEE CHARTER I. Upon a motion made by______, seconded by_____, the following resolution is offered: **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Audit Committee Charter as per the attached. Motion Carried_____ Ayes_____ Nays Motion Defeated J. AUTHORIZATION - SCHOOL BOARD MEMBERSHIP DUES Upon a motion made by ______, seconded by _____, the following resolution is offered: **BE IT RESOLVED**, that the School Board membership indicated below is hereby authorized for the 2016-2017 fiscal year, with associated estimated costs as follows: Nassau/Suffolk School Boards Association \$3,375.00 Motion Carried_____ Ayes_____ Nays_____ Motion Defeated K. RESOLUTION IN OPPOSITION TO FIELD TESTING Upon a motion made by ______, seconded by _____, the following resolution is offered: WHEREAS the Board of Education of the Rocky Point Union Free School District has heretofore voiced its opposition to mandatory field testing of standardized assessments and: WHEREAS the New York State Education Department has selected various schools of the Rocky Point Union Free School District for field testing of standardized assessments during the 2016-2017 school year and; WHEREAS the Board of Education of the Rocky Point Union Free School District as the elected governing body of the school district continues in its belief that field testing of standardized assessments is not in the best interest of its students or instructional program; Now therefore, **BE IT RESOLVED,** that the Rocky Point Union Free School District respectfully declines to participate in any and all field testing of standardized assessments during the 2016-2017 school year and directs the Superintendent of Schools to take all necessary steps to effectuate this resolution and provide notification of same to the State Education Department.

	Ayes	Motion Carried	
	Nays	Or Motion Defeated	
L.	BOND RESOLUTION	FOR CAPITAL PROJECT	
		, seconded by	, the
	following resolution is o	ffered:	
	Suffolk, New York, adopatterations and improver cost thereof is not to exc	Rocky Point Union Free School District, in the Courpted May 17, 2016, authorizing the construction of ments to District buildings and sites; stating the estireed \$16,439,513; appropriating said amount therefore of not to exceed \$16,439,513 serial bonds of said data as attached.	various nated total or; and
	Ayes	Motion Carried	
		Or	
	Nays	Motion Defeated	
Л.	SURPLUS TEXTBOO	KS	
	Upon a motion made by	, seconded by	, the
	following resolution is o		
		at upon the recommendation of the Superintendent of approves for surplus the following attached list of te	
	Ayes	Motion Carried	
	Nays	Or Motion Defeated	
ī.	SURPLUS EQUIPME	NT	
	Upon a motion made by	, seconded by	, the
	following resolution is o	ffered:	
		at upon the recommendation of the Superintendent of approves for surplus the following attached list of educations of the superintendent of the superinten	
	Ayes	Motion Carried Or	
	Nays	Motion Defeated	
).	SURPLUS ITEMS		
	following resolution is o BE IT RESOLVED, that	ffered: at upon the recommendation of the Superintendent capproves for surplus the following attached list.	
	Ayes	Motion Carried	
		Or	
	Nays	Motion Defeated	

opon a monon made by	, se	conded by	, the
following resolution is offe			
the Board of Education aw	upon the recommendation of ards Bid #17-07 HS/MS Choration, the lowest responsitached.	iller-Full Maintena	ance
Ayes	Motion Carried		
Nays	Or Motion Defeated		
•			CUDDI IEC
	XMARK OEM TONER C		
Upon a motion made by following resolution is offer	, se	conded by	, the
Aves	Motion Carried		
Ayes	Motion Carried Or		
Nays			
Nays	Or		CONTRACT
Nays CENTER MORICHES U Upon a motion made by	Or Motion Defeated	 LEDUCATION C	
NaysCENTER MORICHES U	Or Motion Defeated	 LEDUCATION C	
CENTER MORICHES U Upon a motion made by following resolution is offe BE IT RESOLVED, that the Board of Education aut contract with Center Morio participation in the Center	Or Motion Defeated	conded by of the Superintende Board of Education trict for special education for the 2016-2016-2016-2016-2016-2016-2016-2016-	nt of Schools, in to enter into acation students 17 school year,
CENTER MORICHES U Upon a motion made by following resolution is offe BE IT RESOLVED, that the Board of Education aut contract with Center Morio participation in the Center as required under applicable	Or Motion Defeated	conded by of the Superintende Board of Education trict for special edu m for the 2016-201 rograms, applicable	nt of Schools, in to enter into acation students 17 school year,
CENTER MORICHES U Upon a motion made by following resolution is offe BE IT RESOLVED, that the Board of Education aut contract with Center Moric participation in the Center as required under applicable district policy.	Or Motion Defeated	conded by of the Superintende Board of Education trict for special edu m for the 2016-201 rograms, applicable	nt of Schools, in to enter into acation students 17 school year,
CENTER MORICHES U Upon a motion made by following resolution is offe BE IT RESOLVED, that the Board of Education aut contract with Center Moric participation in the Center as required under applicable district policy. Ayes	Or Motion Defeated	conded by of the Superintende Board of Education trict for special edu m for the 2016-201 rograms, applicable	nt of Schools, in to enter into acation students 17 school year,
CENTER MORICHES U Upon a motion made by following resolution is offe BE IT RESOLVED, that the Board of Education aut contract with Center Morio participation in the Center as required under applicable district policy. Ayes Nays TIME FOR KIDS DONA	Or Motion Defeated	conded by of the Superintender Board of Education trict for special education for the 2016-2016 cograms, applicable cograms.	nt of Schools, in to enter into acation students 17 school year, a law, and/or

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools,

Ayes	Motion Carried	
Nays	Or Motion Defeated	
	TION OF QUALIFIED LEAD EVALUATORS FOR TEACHERS AND PRINCIPALS	S AND
Upon a motion made following resolution	de by, seconded by on is offered:	, the
Luca, Susann Cross Dr. Scott O'Brien, Vivien Leary, Andr and Aaron Factor a building principals prescribed in 8 NY the process for cert	ation, hereby recertifies Susan Wilson, Linda Tovsan, Joseph Tapler, Michael Gabriel, James Moe Dr. Courtney Herbert, Charles Delargy, Dr. Virgrea Moscatiello, Melinda Brooks, Margaret Harps Qualified Lead Evaluators or Evaluators of cla and certifies having successfully completed the CCRR §30-2.9. This recertification has been issued if ying lead evaluators and evaluators described in the Performance Review Plan.	ller, Kristen White, ginia Kelly-Gibbons, per, Barbara Kjaerbye ssroom teachers and training requirements and in accordance with
Ayes		
Nays	Or Motion Defeated	
AND THE ROCK	OF AGREEMENT BETWEEN THE BOAR AND POINT TEACHERS' ASSOCIATION de by, seconded by on is offered:	
	D, that upon the recommendation of the Superin	tendent of Schools.

T.

U.

V.

Ayes		
Nays	Or Motion Defeated	
MEMORANDUM OF AC	GREEMENT BETWEEN THE BOARD OF E	DUCATION
Upon a motion made by following resolution is offer	, seconded byered:	, the

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board of Education authorizes the President of the Board of Education to enter into an Agreement with the North Shore Youth Council to provide certain services for the 2016-2017 school year, as set forth within the attached Agreement.

	Or	
Nays	Motion Defeated	
	R SUMMARY – JUNE 2016	
Upon a motion made b	y, seconded by	, the
following resolution is	offered:	
	that upon the recommendation of the Superintenden accepts the June 2016 Budget Transfer Summary	
Ayes	Motion Carried Or	
Nays	Motion Defeated	
INTEDNAL CLAIM	S AUDIT REPORT – JUNE 2016	
		tha
opon a motion made of the following resolution is	offered: , seconded by	, me
onowing resolution is	OHEIEU.	
	n accepts the June 2016 Internal Claims Audit Rep Motion Carried	ort.
Ayes	Motion Carried Or	ort.
Ayes Nays COMMITTEES ON	Motion Carried Or Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPEC	
Ayes	Motion Carried Or Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPEC	
Ayes Nays COMMITTEES ON EDUCATION RECO	Motion Carried Or Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPECOMMENDATIONS	IAL
Ayes Nays COMMITTEES ON EDUCATION RECO	Motion Carried Or Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPECOMMENDATIONS by, seconded by	IAL
Ayes Nays COMMITTEES ON EDUCATION RECO Upon a motion made be following resolution is BE IT RESOLVED, to the Board of Education	Motion Carried Or Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPECOMMENDATIONS by, seconded by	IAL, the, the ont of Schools,
Ayes Nays COMMITTEES ON EDUCATION RECO Upon a motion made be following resolution is BE IT RESOLVED, to the Board of Education	Motion Carried Or Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPECE DMMENDATIONS by, seconded by offered: that upon the recommendation of the Superintender votes to arrange for appropriate services pursuant	IAL, the, the ont of Schools,
Ayes Nays COMMITTEES ON EDUCATION RECO Upon a motion made be following resolution is BE IT RESOLVED, to the Board of Education recommendations of S	Motion CarriedOr Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPECE DIMMENDATIONS by, seconded by offered: that upon the recommendation of the Superintenden votes to arrange for appropriate services pursuant chedule 7-14-16-A and 7-14-16-B. Motion Carried	IAL, the, the ont of Schools,
Ayes Nays COMMITTEES ON EDUCATION RECO Upon a motion made be following resolution is BE IT RESOLVED, the Board of Education recommendations of S Ayes Nays	Motion CarriedOr Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPECE MENDATIONS by, seconded by offered: that upon the recommendation of the Superintender votes to arrange for appropriate services pursuant chedule 7-14-16-A and 7-14-16-B. Motion Carried Or Motion Defeated	IAL, the, the ont of Schools,
Ayes Nays COMMITTEES ON EDUCATION RECO Upon a motion made be following resolution is BE IT RESOLVED, to the Board of Education recommendations of S Ayes Nays 2017-2018 BUDGET	Motion CarriedOr Motion Defeated SPECIAL EDUCATION/PRESCHOOL SPECE DMMENDATIONS by, seconded by offered: that upon the recommendation of the Superintendent votes to arrange for appropriate services pursuant chedule 7-14-16-A and 7-14-16-B. Motion Carried Or	IAL, the, the of Schools, t to

	Ayes	Mo	otion Carried_		
	Or				
	Nays	Mo	tion Defeated		
AA.	Compliance w	•	ents of Edu	nual Performance Revi cation Law §3012-d an	
	Schools, the Bohereby certified compliance with the Rules of the	oard of Education s the Annual Profeth the requirement	of the Rocky essional Perfo es of Education	ndation of the Superinte Point Union Free Scho ormance Review (APPR on Law §3012-d and Sul on adopted by the govern	ol District) Plan in opart 30-3 of
		HER RESOLVEI going District Cert		perintendent of Schools m.	is directed
	Motion	2 nd	Vote_		
BB.	PERSONNEL				
	Upon a motion following resolu			, seconded by	, the
		TED, that upon the reucation accepts the a		on of the Superintendent on one changes.	f Schools, that
	Ayes		Motion C Or	Carried	
	Nays		_	Defeated	
CC.	NEW BUSINES	SS			
DD.	EXECUTIVE S	SESSION (if necess	sary)		
		PM motion ma		led to go into executive se	ssion to
	The Board retu	rned to Open Sess	ion at		
EE.	ADJOURNME Moved by	NT			
	Seconded by				
	Vote		_		
	Time		_		

+ 3

ROCKY POINT UNION FREE SCHOOL DISTRICT

90 Rocky Point - Yaphank Road Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 849-7556

Dr. Michael F. Ring Superintendent of Schools

Mr. Greg Hilton School Business Official

April 15, 2016

Mr. John Dennehy, Jr. John F. Dennehy Jr., CPA, PC 28 North Country Road, Suite 204 Mt. Sinai, NY 11766

Re: RFP #R13-01 Internal Claims Auditor Contract Extension for 2016-17

Dear Mr. Dennehy:

The current 2012-2013 contract between John F. Dennehy Jr. CPA, PC. and The Rocky Point UFSD, under RFP #R13-01, allows for the extension of said contract 30 days prior to expiration, upon mutual written agreement between the parties. It is the District's intent to offer the extension for the 2016-2017 school year at the same rates, terms and conditions, subject to Board of Education approval.

Please sign your acknowledgement below and return to the Business Office at the above address by May 20, 2016.

We look forward to working with you again for another year.

Sincerely,

Gregory Hilton

School Business Official

AGREEMENT

John F. Dennehy Jr. Certified Public Accountant, PC agrees to extend the current Internal Claims Auditor contract, under the same terms and conditions as per RFP #R13-01, for the period 7/1/16-6/30/17.

Representative – John P. Dennehy Jr. Certified Public Accountant, PC

Date 4-25-2016

Certified Public Accountant, PC 28 North Country Road Suite 204 Mount Sinai, NY 11766

June 12, 2012

Debra Hoffman Rocky Point UFSD District Adminstrative Office 90 Rocky Point-Yaphank Road Rocky Point, NY 11778

RE: RFP #: R13-01

ORIGINAL PROPOSAL - INTERNAL CLAIMS AUDITOR

I am pleased to submit a formal proposal for the position of Internal Claims Auditor for the Rocky Point Union Free School District for the period July 1, 2012 to June 30, 2013.

Part I Management and Qualifications

A. John F. Dennehy Jr., CPA, PC.
NYS Professional Service Corporation # 096718
28 North Country Road, Suite 204
Mount Sinai, NY 11766
(631) 928-5406

John F. Dennehy Jr., CPA NYS License # 108708

- B. The firm has been providing claims auditing services since January of 2007. Districts that the firm has provided services to include Babylon School District (2009 to present), Levittown School District (2007 through 2010), Rocky Point School District (2007 to present) and Roosevelt School District (2010 to present).
- C. Separation of Duties refers to the fact that one individual is not able to defraud the district of funds by performing multiple functions in the claims process. For example, the same person who approves a purchase order should not be the same individual who receives an order and approves payment of the claim.

In the past, the firm has assisted Rocky Point School District in improving its internal controls in two primary areas. Early in our relationship, the purchase order signer often did sign off on the payment of claims (mostly due to the small staff). However, on all occasions when this occurred, we required the business office to receive proper authorization from a qualified administrator. The issue was quickly resolved, and the business office has made arrangements so that this situation almost never occurs at present.

The second area where we have assisted the district is in the security aspect of user permissions for Finance Manager. During an investigation into a claim during 2008, it was discovered that individuals were able to increase existing purchase orders through Finance Manager who did not

have that authority. Through this discovery, the business office initiated a project to review the permissions for Finance Manager for all employees.

D. Company Officer - John F. Dennehy, Jr., CPA - President.

E. Names and Credentials

John F. Dennehy, Jr., CPA

- Certified Public Accountant License #108708
- · Saint Leo University, BA in Accounting, Magna Cum Laude
- Internal Claims Auditor since January 2007
- Staff Accountant for Internal and External Audits for Corporate and Non-Profit Organizations since 1994.

David Prokop, Esq.

- Dickinson School of Law, Juris Doctorate 1984
- Boston College, BS in Economics, Magna Cum Laude
- Internal Claims Auditor since 2007
- Legal background specializing in contract law

Carol Ann Dennehy

- Mount Sinai School District, 27 years as employee in various positions
- Internal Claims Auditor since 2008
- Strong background in school district budgeting and purchasing

*Please see attached resumes

- F. We are not aware of any potential conflicts of interest that John F. Dennehy, Jr., CPA, PC might have in providing Claims Auditing Services to Rocky Point School District.
- G. John F. Dennehy, Jr., CPA, PC has not been involved in any past or present civil or criminal legal investigations, litigations, or regulatory actions.
- H. John F. Dennehy, Jr., CPA, PC has represented two school districts as Claims Auditors while each district was undergoing audit by the New York State Department of Education. For both districts, the firm received a favorable oral report from the state during its audit of the Levittown School District. The state auditor informed the firm that the firm's efforts went "well above and beyond" the normal efforts for the claims auditor function.

Part II Engagement Cost

A. Hourly Rates

- 1. Onsite Claims Auditors (all staff) \$80 per hour (regular rates between \$125 and \$200).
- 2. Report Preparation (all staff) \$80 per hour (regular rates between \$125 and \$200).
- 3. Board Meetings, Telephone Consultations, Offsite Claims Approvals \$80 per hour (regular rates between \$125 and \$200).
- 4. Photocopies and other administrative \$45 per hour (regular rate \$65).

B. Estimated Hours 1. Weekly Claims Audit Onsite Claims Auditors Report Preparation Board Meetings, Telephone Consultations, Offsite Claims Approvals Photocopies and other administrative	182 hours 36 hours 6 hours 3 hours
2. Bi-weekly Claims Audit Onsite Claims Auditors Report Preparation Board Meetings, Telephone Consultations, Offsite Claims Approvals Photocopies and other administrative	169 hours 36 hours 6 hours 3 hours
C. Component and Engagement Total Costs 1. Weekly Claims Audit Onsite Claims Auditors Report Preparation Board Meetings, Telephone Consultations, Offsite Claims Approvals Photocopies & other administration Total Engagement for Weekly Audits	\$14,560 2,880 480 135 \$18,055
2. Bi-weekly Claims Audit Onsite Claims Auditors Report Preparation Board Meetings, Telephone Consultations, Offsite Claims Approvals Photocopies & other administration Total Engagement for Bi-weekly Audits	\$13,520 2,880 480 <u>135</u> \$17,015

Payment

Total fee will be paid out equally over twelve months. If the weekly Claims Audit option is selected, the monthly fee will be \$1,504.59. If the bi-weekly Claims Audit option is selected, the monthly fee will be \$1,417.92:

Duties and responsibilities to be performed as Internal Claims Auditor include, but are not limited

- Verification of the accuracy of invoices and claim forms (a)
- Ensuring proper approval of all purchases: checking that purchases constitute legal (b) expenses of the school district
- Determining that purchase orders have been issued in accordance with Board of (c) Education policy, and applicable state laws
- Comparison of invoices or claims with previously approved contracts (d)
- Comparison of vouchers with purchase orders (e)
- Determining that charges are not duplication(s) of items already paid (f) (g)
- Determining that vouchers are properly itemized and supported by proof of delivery

Reviewing price extensions, claiming of applicable discounts, and inclusion of (h) shipping and freight charges

Reviewing for inappropriate sales taxes applied to invoices (i)

Approving all charges that are presented for payment which are supported with (j) documentary evidence indicating compliance with all pertinent laws, policies and regulations

Review payroll checks and compare to personnel records and labor contracts for (k) correctness of compensation and benefits

Reviewing of written requests for travel expense advances under Section 77-B of (1) General Municipal Law

The audit will be a deliberate and thorough process to determine that payments are proper. The process will ascertain that the payments are made for valid and legal purposes and that School District obligations were incurred by an authorized District

It is my further understanding that the School District reserves and retains the following rights with regard to its request for proposal (RFP):

To negotiate with any firm submitting a proposal (1)

To reject any and all proposals it receives (2)

To select a proposal other than the one offering the lowest price to the School (3) District

It is also my understanding that The Rocky Point Union Free School District has properly and formally established the office of Internal Claims Auditor under Section 1709(20) (a) of the New York State Education Law.

As Internal Claims Auditor, I would be directly responsible to the Board of Education of The Rocky Point Union Free School District.

Further, the powers and duties of the Board of Education with respect to auditing, with respect to allowing or rejecting all accounts charged, and with respect to claims or demands against the school district shall be exercised and exercisable by such auditor(s).

Respectfully submitted,

ohn F. Dennehy

School Representative

Please indicate audit option selected

weekly bi-weekly

Please indicate appropriate annual fee

\$18,055 \$17,015

Enclosures - resumes for John F. Dennehy, Jr., CPA, David Prokop, Esq., Carol Ann Dennehy, NYS licensing information

ANNUAL APPOINTMENT

External Auditors

Pending RFP



Lauren M. Agunzo John K. Hoffman Darin V. Iacobelli David M. Tellier

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

June 15, 2016

VIA FIRST CLASS MAIL

Mr. Greg Hilton Rocky Point Union Free School District 90 Rocky Point – Yaphank Road Rocky Point, NY 11778

Dear Mr. Hilton:

Enclosed please find two (2) engagement letters in regard to Rocky Point Union Free School District. After you have signed the letters, please forward one copy to Nawrocki Smith and retain one copy for your records.

If you should have any questions, please contact me at 631-756-9500, extension 229.

Very truly yours,

NAWROCKI SMITH, LLP

Lauren M. Agunzo, CPA

Enclosure



Lauren M. Agunzo John K. Hoffman Darin V. Iacobelli David M. Tellier

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

June 15, 2016

VIA FIRST CLASS MAIL

Board of Education Rocky Point Union Free School District 90 Rocky Point – Yaphank Road Rocky Point, NY 11778

Dear Board of Education:

We are pleased to confirm our understanding of the terms and conditions of our engagement and the nature and limitations of the services we will provide to the Rocky Point Union Free School District (the "District") for the fiscal year ended June 30, 2017.

We will perform a risk assessment of the District's business operations for the year ending June 30, 2017. Our risk assessment will be in accordance with auditing standards established by the American Institute of Certified Public Accountants and applicable Governmental Auditing Standards issued by the Comptroller General of the United States. Our risk assessment will be performed in accordance with the Agreed-Upon Procedures outlined in the supplement to this letter. The Administration of the District is ultimately responsible for the sufficiency of the procedures to be performed. We will also be testing selected areas as determined by the risk assessment.

Our engagement will not include a detailed examination of all transactions and cannot be relied on to disclose errors, irregularities, or illegal acts, including fraud or defalcations that may exist. However, we will inform you of any such matters that come to our attention.

We direct your attention to the fact that the Administration has the responsibility for the proper recording of the transactions in the accounting records and for preparation of financial statements in conformity with U.S. generally accepted accounting principles.

Our annual fees for these services will be \$17,500, which will be billed monthly at the 1/12th rate of \$1,458.33 per month. Our hourly rates for this engagement will be as follows: Partner \$175, Manager \$150, Supervisor \$125, Senior \$110 and Staff \$90. The annual fee for this engagement is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered on a monthly basis and are payable on presentation.

NAWROCKI SMITH LLP

Page two

Nawrocki Smith, LLP agrees that all information obtained in connection with the services provided for in this Letter of Engagement is deemed confidential information. Nawrocki Smith, its employees, and agents shall not use, publish, discuss or communicate the contents of such information, directly or indirectly, with third parties, except as required under the terms of engagement or as otherwise required by law.

The District reserves the right to terminate this Agreement for any reason whatsoever upon thirty (30) days prior written notice. In the event of such termination, Nawrocki Smith will undertake no additional services for the District, and the District will remain liable for payment of all amounts due for the period through the effective date of such termination.

Nawrocki Smith shall provide Worker's Compensation, automobile, comprehensive general liability and professional liability (Errors and Omission) insurance. As necessary or requested, Nawrocki Smith shall provide the School District with proof of the required insurance coverage. Nawrocki Smith shall deliver insurance policies and certificates to the School District, which will provide at least a 30-day notice of cancellation or amendment. Nawrocki Smith shall maintain professional liability insurance in an amount no less than \$1,000,000, workers compensation in amounts required by law and general liability insurance (Including owned, non-owned and hired motor vehicles) in a single limit amount of no less than \$1,000,000.

Nawrocki Smith will act at all times as an independent contractor hereunder, and nothing contained herein will be construed to create a partnership or joint venture or a relationship of principal and agent or employer and employee between the School District and Nawrocki Smith.

We will be pleased to discuss this letter with you at any time. If the foregoing is in accordance with your understanding, please sign the enclosed copy and return it to us.

We appreciate the opportunity to be of professional service.

Very truly yours,
NAWROCKI SMITH LLP
-fM
74.1
By Lauren M. Agupzo, CPA/CFF
RESPONSE:
This letter correctly sets forth the understanding of the School District
Ву:
Title:
Date:

NAWROCKI SMITH LLP

SUPPLEMENT TO ENGAGEMENT LETTER AGREED-UPON PROCEDURES

Risk Assessment

- 1. Develop an understanding of the critical business processes of the District within each functional area
- 2. Identify and quantify risks based on the understanding of the business processes and stated business rules
- 3. Identify whether the controls that are currently in place address such risks and ascertain if they are operating effectively
- 4. Recommend improvements in internal controls

7 1/2

ROCKY POINT UNION FREE SCHOOL DISTRICT

90 Rocky Point - Yaphank Road Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 849-7558

Dr. Michael F. Ring Superintendent of Schools

Mr. Greg Hilton School Business Official

April 15, 2016

Ms. Lauren Agunzo, CPA/CFF Nawrocki Smith LLP 290 Broad Hollow Road, Suite 115E Melville, NY 11747

Re: RFP #R16-01 Internal Auditing Services Contract Extension for 2016-17

Dear Ms. Agunzo:

The current Internal Auditing Services contract between Nawrocki Smith LLP and The Rocky Point UFSD allows for the extension of said contract 30 days prior to expiration, upon mutual written agreement between the parties. The District would like to offer the extension for the 2016-2017 school year at the rates, terms and conditions set forth in the above referenced RFP, subject to Board of Education approval.

Please sign your acknowledgement below and return to the Debra Hoffman, Purchasing Agent, at the above address by May 20, 2016.

We look forward to working with you again for another year.

Sincerely,

Greg Hilton

School Business Official

<u>AGREEMENT</u>

Nawrocki Smith LLP agrees to extend the current Internal Auditing Services contract, under the same terms and conditions as per RFP #R16-01, for the period 7/1/16-6/30/17.

epresentative - Nawrocki Smith LLP

Date: 4/18/16

NAWROCKI SMITH LLP

ROCKY POINT UNION FREE SCHOOL DISTRICT Internal Auditor

PART II - A

a Name of Firm

Nawrocki Smith LLP

b I, Lauren Agunzo, am certified to represent the firm, empowered to submit the bid, and authorized to sign a contract with the District

Lauren M. Agunzo, CPA

c Total All-Inclusive Maximum Price for the period of July 1, 2015 through June 30, 2016

Total All-Inclusive Maximum Price for the period of July 1, 2016 through June 30, 2017

Total All-Inclusive Maximum Price for the period of July 1, 2017 through June 30, 2018

Total All-Inclusive Maximum Price for the period of July 1, 2018 through June 30, 2019

Total All-Inclusive Maximum Price for the period of July 1, 2019 through June 30, 2020

Pee
\$ 17,500
17,500
18,000
18,000
18,000

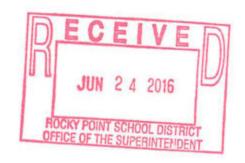
Internal Auditor	Est. Hours	Rate	Charges
Partner	18	175	2,800.00 *
Manager	50	150	7,200.00 *
Senior	60	125	7,500.00
Total	128		17,500.00

^{*}The District will not be billed for Board of Education/Audit Committee meetings.

KEVIN A. SEAMAN ATTORNEY AT LAW

Box 580 Stony Brook, New York 11790 TEL: (631) 751 - 3700

FAX: (631) 751 - 3748 E-MAIL: <u>kasbrown@optonline.net</u>



June 17, 2016

Michael Ring, Superintendent of Schools Rocky Point UFSD 90 Rocky Point-Yaphank Road Rocky Point, NY 11778

Re: Retainer

Dear Mike:

As previously discussed with Administrator Hilton, it is proposed that the 2016-17 retainer remain the same as was existent during the 2015-16 year (i.e., \$25,000).

It has been a pleasure engaging with you and the Board; it is my intention to provide accountable and timely legal advice and services.

I look forward to continuing this relationship in seeking to advance the interests of the Rocky Point Union Free School District.

Very truly yours,

Kevin A. Seaman

+ 1/2

ROCKY POINT UNION FREE SCHOOL DISTRICT

90 Rocky Point - Yaphank Road Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 849-7558

Dr. Michael F. Ring Superintendent of Schools Mr. Greg Hilton School Business Official

April 1, 2016

Kevin A. Seaman, Esq. Attorney at Law Box 580 Stony Brook, NY 11790

Re: RFP #R15-02 Legal Services Agreement-Extension for 2016-2017

Dear Mr. Seaman:

The current Agreement between Kevin A. Seaman, Esq. and The Rocky Point UFSD, under RFP #R15-02, will expire on June 30, 2016. It is the District's intent to offer an extension of said contract for the 2016-2017 school year at the same rates, terms and conditions, subject to Board of Education approval.

Please sign your acknowledgement below and return to the Business Office at the above address by May 2, 2016.

We look forward to working with you again for another year.

Sincerely.

Greg Hilton,

School Business Official

AGREEMENT

Kevin A. Seaman, Esq. agrees to extend the current Legal Services agreement, under the same terms and conditions as per RFP #R15-02, for the period 7/1/16-6/30/17.

Kevin A. Seaman, Esq.

Date 4 14/16

COST SUMMARY SHEET Attachment B

RFP #R15-02 Legal Services

Retainer Base Fee (annual) as described	\$2 Toos per year
:	The specifical state of the sp
Hourly Rate for Litigation in all areas of general counseling	\$ 19, per hour
Hourly Rate for service not covered in the Base Retainer Fee or any	
omer contract fee:	
Partners and Senior Counsel	\$ 19, per hour
Associates	\$ per hour
Paralegals/Law Graduates	\$ per hour
·	

Please indicate any minimum billing time per service (minutes per call, hours per visit, etc.)

Bills are to be presented on a monthly basis and will be paid on the next regular warrant following receipt and approval. All out-of-pocket costs are to be itemized and billed as they accrue. Preparation and copies of routine documents are the responsibility of the firm.

ROCKY POINT UNION FREE SCHOOL DISTRICT

Legal Services RFP #R15-02 ADDENDUM #1

All prospective Bidders are directed to make the following changes to the RFP documents:

On page 3, FEE STRUCTURE:

Remove the first paragraph:

Retainer Fee: The current working relationship involves a regular retainer for all services other than litigation. Retainer payment will be one flat base fee without regard to the number of hours. Any and all advice, grievances, labor relations/negotiations, appeals to the Commissioner, Civil Service rules and regulations, PERB hearings, etc., short of actual litigation, are included in the retainer base fee. It is the intention of the Board of Education to request quotations for a base fee with additional fees for litigation identified at an hourly rate.

Replace the first paragraph with the following:

Retainer Fee: The current working relationship involves a regular retainer for all services other than litigation. Retainer payment will be one flat fee without regard to the number of hours. Any and all advice relating to the following, but not limited to: grievances, labor relations, negotiations, appeals to the Commissioner, Civil Service rules and regulations, PERB hearings, etc., short of actual litigations, are included in the attendance at various meetings, including board meetings as requested. It is the intention of the Board of Education to request quotations for a base fee with additional fees for litigation identified at an hourly rate.

ADDENDUM #	#1KC	i Seamer	10/29/14
	Print	Name and Signature	Date
Firm Name:	KA	Veamar	

This ADDENDUM MUST be signed and included with your RFP submission. If RFP has already been mailed, please fax signed ADDENDUM to: (631) 849-7556 and confirm to Debra Hoffman at (631) 849-7563.



PHONE: 212-820-9300 FAX: 212-514-8425

(212) 820-9406

28 LIBERTY STREET NEW YORK, NY 10005 WWW.HAWKINS.COM

June 28, 2016

NEW YORK WASHINGTON NEWARK HARTFORD LOS ANGELES SACRAMENTO SAN FRANCISCO PORTLAND ANN ARBOR

Rocky Point Union Free School District, Suffolk County, New York Bond Counsel Engagement Letter for 2016-2017

Greg Hilton School Business Official Rocky Point Union Free School District 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

Dear Greg:

via e-mail: ghilton@rockypoint.k12.ny.us

BOND COUNSEL ENGAGEMENT LETTER FOR 2016-2017

This is a Letter of Engagement to retain the services of Hawkins, Delafield & Wood LLP as bond counsel to the Rocky Point Union Free School District, in the County of Suffolk, New York (the "School District") for the school year commencing **July 1, 2016** and ending **June 30, 2017**, in relation to (i) the capital project approved by the voters at the Annual District Meeting on May 17, 2016, and (ii) issuance of the School District's tax anticipation notes. Accordingly, I have assembled information about our services and the fees associated therewith, and it is set forth below. Should any other School District financing requirements arise during the **2016-2017** fiscal year, we will supplement this letter.

SERVICES: Our primary responsibility as Bond Counsel is to render an opinion in connection with each issue of obligations by the School District, which expresses our belief (i) that the obligations have been properly authorized and issued and are valid, (ii) that the essential sources of security for the obligations have been legally provided for and (iii) that interest on the obligations is exempt from federal income taxation. A significant emphasis in discharging these responsibilities is the preparation of a record sufficient to enable us to render our opinion. However, in the process of reaching the point at which we have prepared such a record, we are called upon to perform a number of related functions, which may include the following:

(1) Participation in telephone discussions and conferences with representatives of the School District, and the State, regarding the School District's financing program and requirements, and obtaining copies of any required approvals from the State;

- (2) Preparation and delivery of a bond issue time-table/calendar letter for use by the Administration and Board of Education, if requested;
- (3) Preparation of all finance authorization documents, including the resolution calling the bond referendum, the legal notice of referendum, and related documents;
- (4) Review of affidavits of newspaper publishers with respect to the publication of the official notices of election;
 - (5) Review of election documents and procedures including:
 - (a) Review of Resolution appointing officers to act at the Annual or Special District Meeting,
 - (b) Review of oaths of Inspectors of Election, and
 - (c) Review of Certificate of Inspectors of Election, and certificate of canvass of the vote;
- (6) Preparation of bond resolution to be adopted by the Board of Education after a successful referendum;
- (7) Review of affidavits of newspaper publishers with respect to the publication of the summary form of bond resolution;
- (8) Participation in conferences and telephone conversations with representatives of the School District, the School District's financial advisor and State Department of Education Office of State Aid with respect to state aid questions;
- (9) Providing advice and consultation with respect to compliance with applicable provisions of the Internal Revenue Code of 1986, as amended, including all federal arbitrage regulations;
- (10) Participation with the School District and its financial advisors in scheduling and structuring each bond and note financing;
- (11) Assistance in drafting and review of agreements, forms and underlying documentation relating to the financing;
- (12) Review of maturity schedules and official statements prepared by the School District's financial advisor, including:
 - (a) Review of each proposed maturity schedule for each bond issue to verify compliance with legal requirements,
 - (b) Review of the final maturity for each bond issue to verify compliance with legal requirements (i.e. amount of annual installments and adherence to

- the appropriate period of probable usefulness pursuant to the Local Finance Law),
- (c) Review and modification of, where appropriate, the description of constitutional and statutory requirements and procedures as described in each official statement,
- (d) Review of the overall content of each official statement, and
- (e) Participation in telephone conversations with representatives of the School District with respect to any pending litigation which may need to be disclosed in the official statement;
- (13) Preparation and drafting of the Certificate of Determination to be executed by the President of the Board of Education as the chief fiscal officer of the School District, which document authorizes the sale of each issue of bonds or notes, describes and sets forth the terms, forms and details thereof, and makes provision for the School District's continuing disclosure obligations under applicable federal securities laws and/or regulations;
- (14) Preparation and drafting of the legal Notice of Sale to be circulated to the investment community in connection with sale of bonds;
- (15) Preparation and drafting of a "Summary" legal Notice of Sale, to be published in the School District's official newspaper and "The Bond Buyer;"
- (16) Preparation of the form of the bond for each bond sale, and note for each note sale;
- (17) Preparation of the draft opinion for each bond and note sale, and the furnishing of same to the credit rating agencies and bond insurance companies, as requested;
- (18) Preparation of all continuing disclosure agreements, as required under applicable federal securities laws and/or regulations;
 - (19) Review of the draft preliminary official statement;
- (20) Assistance, upon request, in the negotiation of contracts and other matters related to the bond and note offering and rendering of additional opinions as to specific matters;
- (21) Consultation with the School District, its accountants and attorneys, credit rating agencies, municipal bond insurers and others in regard to the financing;
- (22) Review of the debt statement prepared by the School District with the assistance of the financial advisor and filed with the State Comptroller prior to the sale of each bond issue;
- (23) Administrative coordination of meetings and sale arrangements, including attendance at and supervision of all bond and note sales conducted in our offices;

- (24) Preparation, drafting and review of closing papers including:
- (a) Certificate of Award of the President of the Board of Education,
- (b) Closing Certificates,
- (c) School Attorney's Certificate,
- (d) Certificate of Delivery and Payment,
- (e) Tax Certificate, and
- (f) Certificate with Respect to the Official Statement;
- (25) Attending to all necessary Internal Revenue Service issue reporting requirements, as required pursuant to the Internal Revenue Code of 1986, as amended;
- (26) Review of municipal bond insurance policy and related documents provided by bond insurer, in the event a bond or note issue is insured;
- (27) Delivery of securities to The Depository Trust Company in New Jersey to be held in escrow until the closing;
- (28) Preparation of formal and reliance opinions, as well as requested transcripts of proceedings, for delivery to the bond insurer for every bond and note issue which is insured;
- (29) Administrative coordination of bond and note closings with School District, financial advisor, underwriter and the Depository Trust Company;
- (30) Rendering of our final approving legal opinion with respect to each financing;
- (31) Continuous and unlimited communication with the School District throughout the course of each financial transaction; and
- (32) Availability at all times of our skilled and caring team of professionals to assist with any questions or concerns relating directly or indirectly to the transaction.

The scope of our services as Bond Counsel to the School District would also include the examination of applicable law and review of financial and debt statements.

In addition, we will assemble a complete record of proceedings to which we would refer when rendering our written opinion that the obligations proposed to be issued by the School District are valid and legally binding, and we will provide advice, including consultations with representatives of the School District and any others who may be involved in the various aspects of the financing. We will prepare all relevant proceedings for action by the Board of

Education to authorize the issuance of School District obligations, and we will prepare documentation for the sale and delivery of the School District's bonds and notes, as required.

* * * *

<u>FEES</u>. We propose the following schedule of fees to pertain to: (i) financing for the capital project approved by the voters on May 17, 2016, and (ii) the issuance of the School District's tax anticipation notes for the **2016-2017** fiscal year.

(i) \$16,439,513 Capital Project

Authorization: We will charge a one-time "bond authorization fee" of \$8,750 for professional services in preparing and drafting financing authorization documentation in connection with the capital improvement project approved by the voters on May 17, 2016, including the resolution adopted by the Board on March 21, 2016, directing submission of a bond proposition at the Annual District Meeting, including the required language to be inserted in the Notice of Annual District Meeting for publication in the School District's official newspapers; the bond resolution to be adopted on July 14, 2016, following the approval of the bond proposition at the Annual District Meeting, authorizing the issuance of not to exceed \$16,439,513 bonds to finance the construction of various alterations and improvements to buildings and sites; the Notice of Adoption for publication in one of the School District's official newspapers; and preparation of requisite affidavits and certifications. Said fee also includes advice and consultation concerning the foregoing and related matters.

Serial Bonds: In connection with the sale of serial bonds, including the preparation of documentation, including the public sale authorization and the legal notice of sale, and for review of the official statement prepared in connection with the public offering of School District securities, we will charge a "bond sale fee" of \$5,750, plus a "per bond fee" based on the amount of bonds sold at any one time, calculated at the rate of \$1.25 per \$1,000 principal amount of bonds sold up to \$15 million, and \$1.00 per \$1,000 principal amount of bonds sold in excess of \$15,000,000. Said fee will include advice and consultation and all other usual and customary services expected to be rendered in connection with the sale of serial bonds of the School District.

Bond Anticipation Notes: In the event bond anticipation notes are issued, a fee of \$750 will apply to bond anticipation notes in amounts of \$1,000,000 or less, sold through an informal negotiation process and not requiring an official statement. In the alternative, for any bond anticipation notes which are sold pursuant to customary formal public sale procedures, which may require the preparation and circularization of an Official Statement and a Notice of Sale, and corresponding additional documentation and service provided by Bond Counsel, we will charge a "note sale fee" of \$3,500 plus an amount based upon the dollar amount of bond anticipation notes sold <u>at any one time</u>, calculated at the rate of 75¢ per \$1,000 principal amount

of notes sold up to \$15,000,000, and 50¢ per \$1,000 principal amount of notes sold in excess of \$15,000,000.

Related Disbursements: The foregoing fees do not include our out-of-pocket disbursements, such as duplicating, postage, FedEx and other delivery service charges, preparation and filing of IRS 8038 Reporting Forms (\$300 for bonds and \$150 for notes), word-processing, and preparation of book-entry securities, the aggregate amount of which is usually nominal, but not subject to precise statement in advance.

We charge \$325 for the initial instrument for each bond issue (\$225 for the initial instrument for each note issue), and \$25 for each additional bond instrument and \$25 for each additional note instrument. Such charge includes our costs of security preparation, as well as our services in delivering such securities to The Depository Trust Company in escrow pending a closing. We charge \$75 per instrument for note instruments prepared in other than book-entry format. All services provided by outside vendors (express delivery and messenger service) are billed at actual cost to the firm.

(ii) Tax Anticipation Notes

Supplementing the general outline of services we provide, as described above, the following specific services will be provided for the authorization and sale of tax anticipation and/or revenue anticipation notes:

- (1) participation in telephone conferences and discussions with representatives of the School District regarding the School District's cashflow financing requirements, including "sizing" the issue within the limitations of applicable federal and state law; and
- (2) drafting of basic authorizing documents for the Board of Education relating to the financing, including the resolution authorizing the issuance of tax anticipation notes and proceedings with respect to the sale of the tax anticipation and/or revenue anticipation notes; as well as all telephone discussions with the School District and its representatives, including its financial advisor, preparation or review of the tax anticipation and/or revenue anticipation note authorizing resolution(s), and all related closing documents, review of the District's cash-flow schedules and assistance in the preparation of and review of its Official Statement, advice and consultation concerning the foregoing and related matters, preparation and filing of the necessary Internal Revenue Service reporting form, and our final approving legal opinion for delivery to the purchasers of the tax anticipation and/or revenue anticipation notes.

Our fees for approval of tax anticipation notes, which include customary and usual advice and consultation and preparation of all legal proceedings prerequisite to actual borrowing, all as more particularly described above, are computed pursuant to the following fee schedule:

ISSUE AMOUNT IN DOLLARS	<u>FEE</u>
Issues of \$ 4 million	\$ 5,250
Issues of \$ 5 million	\$ 5,750
Issues of \$ 6 million	\$ 6,250
Issues of \$ 7 million	\$ 6,600
Issues of \$ 8 million	\$ 6,950

plus \$350 for each additional \$1 million notes up to an issue of \$20 million.

The fees for tax anticipation note issues are pro-rated to the exact amount of the issue. For example, the fee for a \$5.5 million issue would be \$6,000, calculated by adding \$5,750 (the fee for a \$5 million issue) and \$250 (being ½ of the \$500 incremental amount of the fee that would apply to an issue of \$6 million).

Our fees for tax anticipation notes include all of our customary and usual out of pocket expenses except for the costs relating to the preparation of book-entry securities. We charge \$225 for the initial book-entry instrument for each tax anticipation note issue, and \$25 for each additional instrument. Such charge includes our costs of security preparation, as well as our services in delivering such securities to The Depository Trust Company in escrow pending a closing. We charge \$75 for each note instrument delivered to a bank in other than book-entry format.

* * * *

The fees provided herein for serial bonds and bond anticipation notes shall apply to any such bonds and notes issued over a multi-year period, unless and until such fees are modified by mutual consent.

The fees provided herein for tax anticipation notes shall apply to any obligations issued in or on account of the 2016-2017 fiscal year, as well as each successive fiscal year thereafter unless and until such fees are modified by mutual consent.

* * * *

The fees described above do not, of course, include the drafting of legislation or the handling of litigation, none of which is necessary or to be anticipated in an ordinary financing; or assistance in responding to SEC initiatives or inquiries, IRS audits, or any related matters.

* * * *

It has been and continues to be our practice to submit a bill for our services rendered in connection with any issue within ten days following a closing.

This agreement is terminable at will on thirty (30) days' notice and the School District's responsibility at termination would be to pay only those fees and expenses incurred up to the date of termination.

Should the terms hereof be acceptable, may I kindly ask that the President of the Board of Education acknowledge the acceptance of the terms of our engagement by signing where provided below, and returning a signed copy of this letter to us.

With best wishes, I am

Very truly yours,

Matte May

Martin A. Geiger

MAG:msq

APPROVED AND ACCEPTED BY	
ROCKY POINT UNION FREE SCHOOL DISTRICT, NEW	YORK

By:	
·	(printed name)
Presid	ent of the Board of Education
Date:	

+ 12

ROCKY POINT UNION FREE SCHOOL DISTRICT

90 Rocky Point - Yaphank Road Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 849-7556

Dr. Michael F. Ring Superintendent of Schools Mr. Greg Hilton School Business Official

April 1, 2016

Dr. John Gil Rocky Point Medical Care, P.C. 575 Route 25A Rocky Point, NY 11778

Re: RFP #R16-02 Physicians Services Agreement -Extension for 2016-2017

Dear Dr. Gil:

The current physician services Memorandum of Agreement between Rocky Point Medical Care and The Rocky Point UFSD, under RFP #R16-02, allows for the extension of said Agreement 30 days prior to expiration, upon mutual written agreement between the parties. The District would like to offer the extension for the 2016-2017 school year at the same rates, terms and conditions, subject to Board of Education approval.

Please sign your acknowledgement below and return to the Business Office at the above address by May 16, 2016.

We look forward to working with you again for another year.

Sincerely,

Gregory Hilton

School Business Official

AGREEMENT

Rocky Point Medical Care agrees to extend the current Physician Services Memorandum of Agreement, under the same terms and conditions as per RFP #R16-02, for the period 7/1/16-6/30/17.

Representative-Rocky Point Medical Care

Date 4.5-16

Page 3

PART 2 - COST

A. 1.	Scope of Service Mandated Physical examinations for pupils	
a.	@ District	\$12.00
b.	@RPMC	\$25.00
2.	Sports Physicals	
a.	@ District	\$12.00
b.	@RPMC	\$25.00
3.	Chart Reviews	\$3.00
4.	Special Education Physicals	
a.	@ District	\$12.00
b.	<u> </u>	\$25.00
5.	Employee Physicals	
a.		\$60.00
b.	· · · · · · · · · · · · · · · · · · ·	\$80.00
٠.	a. Hepatitis B Surface antibody	per lab costs
6.	Physician Consult Services	
a.		\$100.00
b.		\$100.00
	-b	7.77.00

- 7 Physicals of students with concussions @ RPMC
- a. Students will be charged under their private insurance
- b. If students does not have private insurance, cost to be paid by District \$100.00
- 8. Annual Administrative fee for telephone correspondence with school nurses and administrators in reference to medical issues of students and staff which arise during the course of the contract year. These issues include, but are not limited to, food allergies, diabetes management, seizure management and public health concerns.

\$1,000.00

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ROCKY POINT UNION FREE SCHOOL DISTRICT

90 Rocky Point - Yaphank Road Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 849-7556

Dr. Michael F. Ring Superintendent of Schools

Mr. Greg Hilton School Business Official

April 1, 2016

Dr. George Ruggiero, Managing Director Peconic Bay Medical Care, PC 185 Old Country Road, Suite 2 Riverhead, NY 11901

Re: RFP #R16-02 Physicians Services Agreement -Extension for 2016-2017

Dear Dr. Ruggiero:

The current physician services Memorandum of Agreement between Peconic Bay Medical Care, PC and The Rocky Point UFSD, under RFP #R16-02, allows for the extension of said Agreement 30 days prior to expiration, upon mutual written agreement between the parties. The District would like to offer the extension for the 2016-2017 school year at the same rates, terms and conditions, subject to Board of Education approval.

Please sign your acknowledgement below and return to the Business Office at the above address by May 16, 2016.

We look forward to working with you again for another year.

Sincerely,

Gregory Hilton

School Business Official

AGREEMENT

Peconic Bay Medical Care, PC agrees to extend the current Physician Services Memorandum of Agreement, under the same terms and conditions as per RFP #R16-02, for the period 7/1/16-6/30/17.

Representative-Peconic Bay Medical Care, PC

Date 06/01/16

PBMC | Anchored by Peconic Bay Medical Center

PBMC MEDICAL GROUP Peconic Bay Primary Medical Care, PC Prime Care Medical of Long Island, PC

RFP#: R16-02 Physician Services

.185 Old Country Road, Suite 2 Riverhead, NY 11901 Phone: (631) 298-4479 Fax: (631) 591-3047

496 County Road 111, Bidg. B Manorville, NY 11949 Phone: (631) 405-3200 Fax: (631) 395-6010

54 Woodville Road Shoreham, NY 11786 Phone: (631) 929-1256 Fax: (631) 929-8313

Student - Physical Education and Sports Exams - On Site (School)	Fee
Sports Requalification and Working Papers - On Site (School) Employee Physical Exams - Physical - Office (School)	\$ 25.00 ea
	\$ 20,00 ea
Chart Reviews PPD/Mantoux Testing	\$ 25.00 ea
X-Ray	\$ 5.00 ea
Hepatitis B Vaccinations	\$ 10.00 ea \$ 30.00 ea
Hepatitis B Labs	\$ 20.00 ea
Attendance at Football Games or other Sporting Events	\$ 20.00
Consultative Services: staff development, crisis management team, policy development, public health law additional agents.	\$250.00 ea
policy development, public health law, additional services as needed	\$250.00/hr





Concussion Management Program

The Medical Team
(All of the physicians listed are ImPact Trained)

Main Triage Line (Port Jefferson): (631)476-4323

Physicians are available in the following locations:

Port Jefferson: St. Charles Hospital, 200 Belle Terre Road

East Setauket: 6 Technology Drive

Patchogue: 475 East Main Street, Suite 115

West Babylon: 60 Fleets Point Drive

Riverhead: 74 Commerce Avenue, Suite 4

Commack: 66 Commack Road

Wading River: 6144 Route 25A, Suite C Melville: 1895 Walt Whitman Road

Hayley Queller, MD

Dr. Queller was the first Primary Care Sports Medicine physician at Orthopedic Associates of Long Island. She completed an undergraduate degree in mathematics at Franklin & Marshall College where she was valedictorian of her class, as well as a first team Academic All-American soccer player. She earned her medical degree from Georgetown University School of Medicine after which she completed a dual residency in Internal Medicine and Pediatrics at the Christiana Care Health System in Delaware. She continued her training at Christiana Care by completing a fellowship in Primary Care Sports Medicine. Dr. Queller serves as the co-medical director of the ThinkSmart! Concussion Management Program.

Jennifer Gray, DO

Dr. Jennifer Gray is a physiatrist at St. Charles Hospital and Rehabilitation Center in Port Jefferson, NY and is the residency program director of Physical Medicine and Rehabilitation at Stony Brook University Medical Center. Dr. Gray received her medical degree from New York College of Osteopathic Medicine. She completed her residency in Physical Medicine and Rehabilitation at the State University of New York at Stony Brook and a fellowship in Neuromuscular Medicine at the Cleveland Clinic. Dr. Gray is board certified in Physical Medicine and Rehabilitation, Neuromuscular Medicine and Electrodiagnostic Medicine. At St. Charles, Dr. Gray is Medical Co-Director of *Think*SMART!, St. Charles Hospital's Concussion Management Program. She lectures extensively on concussion management to both clinical and community audiences and is actively engaged in concussion research.

Jennifer Semel, MD

For the past thirteen years Dr Semel has served as the Medical Director of Physical Medicine and Rehabilitation at St Charles Hospital. She also serves as Professor Chair of Physical Medicine and Rehabilitation at Stony Brook University School of Medicine. After receiving a Bachelor's degree from Brown University, Providence, Dr. Semel began her medical training at Albert Einstein College of Medicine, Bronx. She completed a dual residency in Pediatrics and Physical Medicine and Rehabilitation at Rusk Institute/New York University Medical Center, New York where she also served as Chief Resident in Pediatric Rehabilitation. In addition to her responsibilities as Director, PM&R at Children's National Medical Center, she was an Assistant Professor of Pediatrics at George Washington University and a member of the medical staffs of Kennedy Krieger Institute, Baltimore and the Hospital for Sick Children, Washington, D.C. Dr. Semel is board certified in Physical Medicine and Rehabilitation as well as Pediatrics and was recognized by Washingtonian magazine as one of the regions "Top Doctors" as judged by her fellow physicians. In addition to her outpatient practice and research activities Dr Semel oversees the Pediatric Traumatic Brain Injury Rehabilitation Unit at St Charles Hospital.

Anuja Korlipara, MD

Dr. Korlipara is board certified in Physical Medicine and Rehabilitation. Dr. Korlipara received her medical degree from the Siddhartha Medical College, University of Health Sciences, Vijayawada, India. She completed her internship at Sisters of Charity Medical Center, and her residency in Physical Medicine and Rehabilitation at Stony Brook University Medical Center. She is fluent in Telugu. Dr. Korlipara is ImPACTTM certified and is dedicated to providing the highest quality of care to individuals with concussion. She has been a physician with Advanced Rehabilitation Medicine (ARM) at St. Charles Hospital for 10 years.

Mark Harary, MD

Dr. Harary earned his undergraduate degree in Movement Science from the University of Michigan in 1998. He went on to medical school at Ross University, where he graduated with honors in 2002. After obtaining his medical degree, Dr. Harary completed a family medicine residency at UPMC Shadyside Hospital in Pittsburgh, PA. Following residency, he completed his fellowship training in Sports Medicine at Blessing Hospital in Quincy, IL. Dr. Harary is board certified in Sports Medicine and Family Medicine. He is a member of the American Medical Society of Sports Medicine and the American Academy of Family Physicians. Dr. Harary is actively involved with the Arthritis Foundation. He has given numerous educational talks on arthritis and has served on the planning committee for the annual Arthritis Walk for several years. Dr. Harary specializes in the non-operative treatment of musculoskeletal problems in both pediatric and adult patients. He has a special interest in treating osteoarthritis, fractures, acute injuries and concussions. He enjoys helping his patients return to, and maintain, an active lifestyle. Dr. Harary is the team physician for the Miller Place High School football team.

Luga Podesta, MD

Dr. Luga Podesta is a nationally recognized sports medicine physician specializing in the non-surgical treatment of orthopedic, musculoskeletal and sports related injuries to the shoulder, elbow, knee and spine. Dr. Podesta has practiced non-surgical orthopedics and sports medicine since 1990. He remains active academically lecturing nationally and internationally on various topics specific to the diagnosis, treatment and prevention of injuries. He has authored or co-authored numerous scientific articles, book chapters and instructional videos on a variety of sports medicine topics. He is a respected member of numerous medical societies including the American Orthopedic Society of Sports Medicine, American Academy of Physical Medicine and Rehabilitation, International Spinal Intervention Society, Arena Football Physician and Trainers Society and Major League Baseball Physicians Association. Dr. Podesta has served as team physician and sports medicine consultant for numerous professional, collegiate, high school, recreational and youth athletic teams and as a consultant to many past and present professional athletes and musicians. He has served 16 seasons as a Team Physician for the LA Dodgers and in 2001, as the Head Team Physician for the World Champion LA Xtreme professional football team of the XFL. Dr. Podesta has served as the Head Team Physician for the LA Avengers of the Arena Football League for 8 years, LA Riptide professional lacrosse team of Major League Lacrosse for 3 years and continues to serve as a consultant to the Major League Baseball's LA Angels of Anaheim and Major League Baseball Umpires. Dr. Podesta is the Head Team Physician for the Lingerie Bowl Champion LA Temptation of the Lingerie Football League. Dr. Podesta is the founder of the Podesta Orthopedic & Sports Medicine Institute in Thousand Oaks, California.

Danielle DeGiorgio, DO

Danielle DeGiorgio, DO, is a native of Long Island, graduating from Longwood High School as a three-sport athlete. She attended Stony Brook University on a full athletic scholarship and served as captain of the women's basketball team. After obtaining her medical degree from New York College of Osteopathic Medicine, Dr. DeGiorgio completed an internship at Brookhaven Memorial Hospital, followed by a residency in Physical Medicine and Rehabilitation (PM&R) at Stony Brook University Medical Center, serving as chief resident in her senior year. In addition, Dr. DeGiorgio completed training in structural acupuncture at Harvard Medical School. Following her residency, Dr. DeGiorgio went on to complete a Fellowship in Sports Medicine at Christiana Care, serving as a Fellow team physician for the University of Delaware, Delaware State University, as well as for local high school football and wrestling teams. Dr. DeGiorgio is dual board certified in PM&R and Sports Medicine and a certified acupuncturist. She is a member of the American Academy of Physical Medicine and Rehabilitation, the American Medical Society for Sports Medicine and the American College of Sports Medicine.

Kalliopi Kapsalis Nestor, MD

Dr. Kalliopi Kapsalis Nestor is a physiatrist that has recently joined St. Charles Hospital and Rehabilitation Center in Port Jefferson, New York. Prior to that Dr. Nestor was the medical director of Charles Cole Rehabilitation services in Pennsylvania. Dr. Nestor received her medical degree from Ross University School of Medicine. She completed her residency in physical medicine rehabilitation at Mercy Hospital of Pittsburgh in Pennsylvania. Dr. Nestor is board certified in Physical Medicine & rehabilitation. At St. Charles, Dr. Nestor is part of *Think*Smart!, St. Charles Hospital's Concussion Management Program. She also sees patients with musculoskeletal conditions and other physiatric conditions.

May 23, 2016 04:50:25 pm

EASTERN SUFFOLK BOCES 201 SUNRISE HIGHWAY PATCHOGUE, NY 11772

Form	AS-
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EASTERN SUFFOLK BOCES	School Year 2016-17
ROCKY POINT UFSD	

Summary:

Total of Service Costs - All Funds:

8,229,703.98 (Except 001/002)

Capital Costs:

104,396.00 (CoSer 002)

Adm. & Clerical Costs:

203,244.00 (CoSer 001)

Total Contract Costs:

8,537,343.98

The party of the second part hereby agrees to pay the total contract cost to the party of the first part according to the following schedule:

10 Times per year

This contract shall not be valid or binding until it is approved by the Commissioner of Education. IN WITNESS WHEREOF, the parties have set their hands the day and year above written.

	EASTERN SUFFOLK BOCES	201 SUNRISE HIGHWAY, PATCHOGUE, NY, 11772-
Signature, President and/or Clerk, BOCES	(Party of the First Part)	(Post Office Address)
	ROCKY POINT UFSD	Administrative Office, 90 Rocky Point-Yaphank Rd., Rocky Point, NY, 11778
Signature, President and/or Clerk, Board of Education (As Authoized)	(Party of the Second Part)	(Post Office Address)

THIS AGREEMENT made this 1st day of July, 2016 by and between the EASTERN SUFFOLK BOCES, party of the first part, and ROCKY POINT UFSD, party of the second part.

WITNESSETH, That whereas party of the first part has been duly authorized to provide the approved Services below and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.

NOW THEREFORE, The said party of the first part hereby agrees to provide to the party of the second part the following Services during the 2016-17 school year at the indicated cost:

		Basis for Current Contract —		İ		
Program/ Serial No. Service	Quantity/ Share	Unit Cost Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract
001.100 Administration	0.0000	0.0000 Actual Usage	203,244.00	203,244.00	0.00	203,244.00
002.100 Rental of Facilities	0.0000	0.0000 Actual Usage	104,396.00	104,396.00	0.00	104,396.00
101.100 Career and Technical Education	119.0000	13,079.0000 Student	0.00	1,556,401.00	0.00	1,556,401.00
103.110 Special Career Education 12-1-1	4.0000	22,848.0000 Annual	0.00	91,392.00	0.00	91,392.00
103.120 Special Career Education 8-1-1	3.0000	28,044.0000 Annual	0.00	84,132.00	0.00	84,132.00
103.279 SCE Individual Aide Half-Day	1.0000	25,891.0000 Annual	0.00	25,891.00	0.00	25,891.00
202.100 Special Education 12-1-1 (Full Day)	10.0000	48,951.0000 Student	0.00	489,510.00	0.00	489,510.00
202.110 Special Education 12-1-1 (Partial)	5.0000	30,349.0000 Student	0.00	151,745.00	0.00	151,745.00
202.205 Related Service-Counseling (Ind)	1.0000	4,574.8000 sess/stud/wk/yr	0.00	4,574.80	0.00	4,574.80
202.210 Related Service-Counseling (Group)	4.0000	2,270.0000 sess/stud/wk/yr	0.00	9,080.00	0.00	9,080.00
202.225 Related Service - Hearing ImpInd	2.0000	4,574.8000 sess/stud/wk/yr	0.00	9,149.60	0.00	9,149.60
202.255 Related Service - Speech/Lang (Ind)	10.0000	4,574.8000 sess/stud/wk/yr	0.00	45,748.00	0.00	45,748.00
202.260 Related Svce- Speech/Lang (Group)	7.0000	2,270.0000 sess/stud/wk/yr	0.00	15,890.00	0.00	15,890.00
202.265 Related Svc - Visually Imp (Ind)	1.0000	4,574.8000 sess/stud/wk/yr	0.00	4,574.80	0.00	4,574.80
202.275 Related Svc - Indivdual Aide (FT)	3.0000	51,782.0000 Year	0.00	155,346.00	0.00	155,346.00
202.295 Aut./Behav Home App. Behav. Anal.	3.0000	168.2000 Hour	0.00	504.60	0.00	504.60
202.297 Parent Training	2.0000	168.2000 Hour	0.00	336.40	0.00	336.40
202.400 RelSvc-Transition Svc Pgm -full day	1.0000	48,951.0000 Student	0.00	48,951.00	0.00	48,951.00
202.405 RelSvc-Transition Svc Pgm -part day	1.0000	24,476.0000 Student	0.00	24,476.00	0.00	24,476.00
202.436 Orientation & Mobility	1.0000	4,574.8000 sess/stud/wk/yr	0.00	4,574.80	0.00	4,574.80
203.100 Spec Ed 6-1-1 Class (Full Day)	2.0000	69,551.0000 Student	0.00	139,102.00	0.00	139,102.00
203.205 Related Service - Counseling (Ind)	2.0000	4,574.8000 sess/stud/wk/yr	0.00	9,149.60	0.00	9,149.60
203.210 Related Svc - Counseling (Group)	2.0000	2,270.0000 sess/stud/wk/yr	0.00	4,540.00	0.00	4,540.00
203.275 Related Svc - Individ. Aide (FT)	4.0000	51,782.0000 Year	0.00	207,128.00	0.00	207,128.00

EASTERN SUFFOLK BOCES ROCKY POINT UFSD

School Year 2016-17

Basis for Current Contract ————————————————————————————————————								
Program/ Serial No. Service	Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract	
205.100 Special Education 8-1-1 (Full Day)	40.0000	61,222.0000	Student	0.00	2.448.880.00	0.00	2,448,880.00	
205.205 Related Svc - Counseling (Ind)	35.0000	4,574.8000	Sess/Stud/Wk/Yr	0.00	160,118.00	0.00	160,118.00	
205.210 Related Svc - Counseling (Group)	33.0000	2,270.0000	Sess/Stud/Wk/Yr	0.00	74,910.00	0.00	74,910.00	
205.235 Related Svc - Occ Therapy (Ind)	4.0000	4,574.8000	Sess/Stud/Wk/Yr	0.00	18,299.20	0.00	18,299.20	
205.240 Related Svc - Occ Therapy (Group)	4.0000	2,270.0000	Sess/Stud/Wk/Yr	0.00	9,080.00	0.00	9,080.00	
205.245 Related Svc - PT (Individual)	4.0000	4,574.8000	Sess/Stud/Wk/Yr	0.00	18,299.20	0.00	18,299.20	
205.255 Related Svc - Speech/Lang Imp (Ind)	17.0000	4,574.8000	Sess/Stud/Wk/Yr	0.00	77,771.60	0.00	77,771.60	
205.260 Related Svc - Speech/Lang Imp (Grp)	20.0000	2,270.0000	Sess/Stud/Wk/Yr	0.00	45,400.00	0.00	45,400.00	
205.275 Related Svc - Individual Aide (FT)	12.0000	51,782.0000	Year	0.00	621,384.00	0.00	621,384.00	
205.290 Autism/Behav Cons./Trainings	4.0000	229.3300	Hour	0.00	917.32	0.00	917.32	
205.295 A/B - Home App. Behav. Analysis	5.0000	168.2000		0.00	841.00	0.00	841.00	
205.297 Autism/Behav Parent Training	5.0000	168.2000	Hour	0.00	841.00	0.00	841.00	
205.300 Evaluation - Assistive Technology	1.0000	2,104.6400		0.00	2,104.64	0.00	2,104.64	
205.340 Eval - Occ. Therapy	5.0000		Evaluation	0.00	3,156.95	0.00	3,156.95	
205.434 Related Svc-Occ Therapy Consuit	5.0000	114.3700		0.00	571.85	0.00	571.85	
205.436 Orientation & Mobility	1.0000		Sess/Stud/Wk/Yr	0.00	4,574.80	0.00	4,574.80	
205.448 Assistive Technology Consult	1.0000	447.2400		0.00	447.24	0.00	447.24	
205.450 Eval/Assess Med Screen/Physical	1.0000	210.4600	Unit	0.00	210.46	0.00	210.46	
313.422 Itinerant Vision Consult	1.0000	135.4900	Session	0.00	135.49	0.00	135.49	
320.105 Itin Autism/Behave Consult Teacher	1.0000	229.3300	Hour	0.00	229.33	0.00	229.33	
320.300 Itinerant Home ABA	3.0000	168.2000	Hour	0.00	504.60	0.00	504.60	
419.100 Regional Alternative High School	0.0000	0.0000	Actual Usage	130,000.00	130,000.00	0.00	130,000.00	
419.150 Alternative Learning Center	0.0000	0.0000	Actual Usage	16,000.00	16,000.00	0.00	16,000.00	
423.800 Engl & Native Lang-Spec. Billing	0.0000	0.0000	Per Student	300.00	300.00	0.00	300.00	
432.130 Regents Exam	115.0000	121.0000	Test	0.00	13,915.00	0.00	13,915.00	
435.180 Enrich. Pgm - Brookhvn Sci. Assoc.	1.0000	0.0000	Actual Usage	4,528.12	4,528.12	0.00	4,528.12	
435.190 Sharp	0.0000	0.0000	Actual Usage	177,000.00	177,000.00	0.00	177,000.00	
435.200 Middle School iCare	0.0000	0.0000	Actual Usage	128,000.00	128,000.00	0.00	128,000.00	

EASTERN SUFFOLK BOCES 201 SUNRISE HIGHWAY PATCHOGUE, NY 11772

Contract for Cooperative Educational Services

EASTERN SUFFOLK BOCES
ROCKY POINT UFSD

School Year 2016-17

Basis for Current Contract								
Program/ Serial No. Service	Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract	
440.100 Arts-in-Ed Coordination Fee	0.0000	0.0000 Act	tual Usage	1,069.45	1,069.45	0.00	1,069,45	
440.110 Arts-In-Education Programs	0.0000	0.0000 Act	tual Usage	6,290.85	6,290.85	0.00	6,290.85	
440.120 Enrichment Pgm - Conf. for Kids	20.0000	663.0000 Se	rvice	0.00	13,260.00	0.00	13,260.00	
444.310 Safari				i				
444.310.130 Safari K-12 Core Content Librar	0.0000	0.0000 Act	tual Usage	1.00	1.00	0.00	1.00	
444,310.140 Safari K-8 Core Content Library	0.0000	0.0000 Act	tual Usage	3.00	3.00	0.00	3.00	
444.310.150 Safari 9-12 Core Content Library	0.0000	0.0000 Act	tual Usage	1,00	1.00	0.00	1.00	
444.310.160 Safari K-8 Schlessinger Media Con	0.0000	0.0000 Act	tual Usage	3.00	3.00	0.00	3.00	
444.310.170 Safari 9-12 Schlessinger Media Co	0.0000	0.0000 Act	tual Usage	1.00	1.00	0.00	1.00	
444.310.180 Safari Encyclopedia 20th Cent. Co	0.0000	0.0000 Act	tuai Usage	1.00	1.00	0.00	1.00	
444.310.190 Safari Almanac Newsreel Content P	0.0000	0.0000 Act		1.00	1.00	0.00	1.00	
444.310.200 Safari Reading Rainbow Content Pk	0.0000	0.0000 Act	tual Usage	1.00	1.00	0.00	1.00	
444,310.210 Safari Additional Content Package	0.0000	0.0000 Act	tual Usage	1.00	1.00	0.00	1.00	
514.130 IT AcqOne Time Acquisitions	0.0000	0.0000 Act	tual Usage	1.00	1.00	0.00	1.00	
514.210 Internet Service Provisioning	1.0000	0.0000 Ad	tual Usage	43,801.00	43,801.00	0.00	43,801.00	
514.470 School Data Bk Svc -Inclusive Svc	3,268.0000	8.2700 Stu	udent	0.00	27,026.36	0.00	27,026.36	
514.480 School Data Bk Svc - Incl Svc.	1.0000	23,250.9300 Ani	nual	0.00	23,250.93	0.00	23,250.93	
514.520 NYS Req. Report per stud-PS/PK-12	3,268.0000	3.4700 Stu	udent	0.00	11,339.96	0.00	11,339.96	
514.530 NYS Required Reporting	3,268.0000	0.6100 Stu	udent	0.00	1,993.48	0.00	1,993.48	
514.650 ELLevation	0.0000	0.0000 Ac	tual Usage	3,926.00	3,926.00	0.00	3,926.00	
516.100 Library Services/Media Part.	4 0000	0.040.0000 D	a Minarda.					
516.100.130 Library/Media (2001-5000 students	1.0000	2,342.0000 Pe	r District	0.00	2,342.00	0.00	2,342.00	
516.210 Lib. Svc/Media-Virtual Ref. Collect				İ				
516.210.110 Virtual Ref. Collect 3-12 Prorate	1.0000	0.0000 Ac	tual Usage	9,960.30	9,960.30	0.00	9,960.30	
516.220 Library Services - Supp. Databases	1.0000	0.0000 Ad	tual Usage	20,954.00	20,954.00	0.00	20,954.00	
531.100 NYS Curriculum & Assessment Svc 531.100.110 NYS Curr/Assess Svc 1,000 + stude	1.0000	8,000.0000 Se	rvice	0.00	8,000.00	0.00	8,000.00	
531.200 My Learning Plan (MLP)								

EASTERN SUFFOLK BOCES 201 SUNRISE HIGHWAY PATCHOGUE, NY 11772

Contract for Cooperative Educational Services

EASTERN SUFFOLK BOCES ROCKY POINT UFSD

School Year 2016-17

!		Basis for Current Contract		!			
Program/ Serial No. Service	Quantity/ Share	Unit Cost Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract	
531.200.120 MLP - Cont. Annual Lic. Instruct.	250.0000	25.0000 User	0.00	6,250.00	0.00	6,250.00	
531.200.130 MLP - Cont. Ann. Lic. Non-Instruc	27.0000	15.0000 User	0.00	405.00	0.00	405.00	
531.300 Customized Staff Development	0.0000	0.0000 Actual Usage	132,200.00	132,200.00	0.00	132,200.00	
531.310 Customized Staff Dev. (Coord. Fee)	0.0000	0.0000 Actual Usage	28,484.00	28,484.00	0.00	28,484.00	
531.315 Professional Development Workshops	0.0000	0.0000 Actual Usage	6,122.00	6,122.00	0.00	6,122.00	
531.351 Curriculum Writing Workshops	1.0000	0.0000 Actual Usage	4,550.00	4,550.00	0.00	4,550.00	
531.410 Ed. Leadership, Dev. & Place. Exp	1.0000	4,000.0000 Service	0.00	4,000.00	0.00	4,000.00	
531.440 Staff Development-Public Relations	0.0000	0.0000 Actual Usage	13,654.20	13,654.20	0.00	13,654.20	
531.500 NYSED Ldr Train. for Gr 3-8 Assess.	1.0000	0.0000 Actual Usage	2,655.00	2,655.00	0.00	2,655.00	
531.510 Regional Scoring for NYSESLAT Asses	1.0000	0.0000 Actual Usage	741.67	741.67	0.00	741.67	
531.515 Full Service Scoring for NYSED 3-8	1.0000	0.0000 Actual Usage	11,065.23	11,065.23	0.00	11,065.23	
531.540 NYS Alt. Assess.:Dev. App. Baseline	0.0000	0.0000 Actual Usage	3.00	3.00	0.00	3.00	
531.550 NYSAA Bsline Chks and Collegial Rvw	0.0000	0.0000 Actual Usage	3.00	3.00	0.00	3.00	
531.560 NYS Alt. Assess. Reg Test Scoring	0.0000	0.0000 Actual Usage	10.00	10.00	0.00	10.00	
531.570 NYS Alt. Assess Manual Duplication	0.0000	0.0000 Actual Usage	3.00	3.00	0.00	3.00	
531.610 Athletes Helping Athletes	1.0000	5,000.0000 Service	0.00	5,000.00	0.00	5,000.00	
531.620 Athletes Heip. Athletes - Coord Fee	1.0000	1,000.0000 Service	0.00	1,000.00	0.00	1,000.00	
531.634 Sub-Reimburse-NYSAA Scoring	0.000	0.0000 Actual Usage	1.00	1.00	0.00	1.00	
532.100 Model Schools							
532.100.120 Model Schools > 2001 students	1.0000	7,752.0000 Annual	0.00	7,752.00	0.00	7,752.00	
550.490 Staff Development - WSB	0.0000	0.0000 Service	60.00	60.00	0.00	60.00	
565.490 Staff Development-Nassau BOCES	0.0000	0.0000 Service	8,240.00	8,240.00	0.00	8,240.00	
569.490 Curriculum Dev.Training (Putnam)	0.0000	0.0000 X-CONTRACT	2,530.00	2,530.00	0.00	2,530.00	
601.030 RTIm Direct							
601.030.120 RTIm License Fee	3,838.0000	1.6500 Student	0.00	6,332.70	0.00	6,332.70	
601.030.240 RTIm Mgmt. Fee 10% cost of servic	0.0000	0.0000 Actual Usage	633.27	633.27	0.00	633.27	
601.030.250 RTIm BOCES Support	3,838.0000	0.3500 Student	0.00	1,343.30	0.00	1,343.30	
601.040 IEP Direct							
601.040.190 IEP Dir. Maint. Fee > 199 Stdnts	1.0000	6,580.0000 Annual	0.00	6,580.00	0.00	6,580.00	

EASTERN SUFFOLK BOCES ROCKY POINT UFSD

School Year 2016-17

Basis for Current Contract ————————————————————————————————————									
Program/ Serial No. Service	Quantity/ Share	Unit Cost Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract			
601.040.210 IEP Dir Per Student Maint Fee 99+	606.0000	7.8500 Student	0.00	4,757.10	0.00	4,757.10			
601.040.230 IEP Dir. Maint. Coord Fee - 10%	0.0000	0.0000 Actual Usage	1,133.71	1,133.71	0.00	1,133.71			
601.040.270 IEP Dir. Annual BOCES Sup >199	1.0000	8,573.6900 Annual	0.00	8,573.69	0.00	8,573.69			
601.060 NYSE Directors									
601.060.140 NYSE 200 or more students	1.0000	1,755.0000 Annual	0.00	1,755.00	0.00	1,755.00			
601.060.150 NYSE Direct Workstations	8.0000	90.0000 Each	0.00	720.00	0.00	720.00			
601.060.160 NYSE Mgmt Fee - 10% Cost of Svc	0.0000	0.0000 Actual Usage	247.50	247.50	0.00	247.50			
601.060.170 NYSE Direct BOCES Annual Support	1.0000	306.5700 Annual	0.00	306.57	0.00	306.57			
601.080 Centris Sync									
601.080.140 Centris Annual Maint 1750-20,0000	3,838.0000	0.3000 Per RWADA	0.00	1,151.40	0.00	1,151.40			
601.080.150 Centris Administrative Fee - 10%	0.0000	0.0000 Actual Usage	115.14	115.14	0.00	115.14			
601.080.160 Centris BOCES Support	3,838.0000	0.1400 Per RWADA	0.00	537.32	0.00	537.32			
601.110 eRate-Intellipath App Processing	1.0000	315.0000 Annual	0.00	315.00	0.00	315.00			
601.130 eRate- Document Mgmt - One Coser	1.0000	473.0000 Annual	0.00	473.00	0.00	473.00			
601.150 Admin One-Time Tech. Acq.	1.0000	0.0000 Actual Usage	18,811.06	18,811.06	0.00	18,811.06			
601.200 Web Services - Public Relations	0.0000	0.0000 Actual Usage	6,100.00	6,100.00	0.00	6,100.00			
601.335 Hosted NOC Management Services	0.0000	0.0000 Actual Usage	45,000.00	45,000.00	0.00	45,000.00			
601.340 LAN/WAN Support Services	0.0000	0.0000 Actual Usage	223,000.00	223,000.00	0.00	223,000.00			
601.410 Election Management Systems									
601.410.210 BOLD/EMS 2.0 Annual Licensing	1.0000	0.0000 Actual Usage	9,921.42	9,921.42	0.00	9,921.42			
601.410.220 BOLD/Library/Bond Vote/Revote 2.0	1.0000	0.0000 Actual Usage	3,620.57	3,620.57	0.00	3,620.57			
601.415 Cafeteria Systems POS	İ								
601.415.110 Cafe. Sys. On-Site Support	12.0000	898.9000 Day	0.00	10.786.80	0.00	10,786,80			
601.415.111 Cafeteria Systems Equip./Hardware	1.0000	0.0000 Actual Usage	580.98	580.98	0.00	580.98			
601.415.140 Cafe. Sys. Licensing - Nutrikids	1,0000	0.0000 Actual Usage	1,008.70	1,008.70	0.00	1,008.70			
601.430 Edge Annual License	0.0000	0.0000 Actual Usage	724.50	724.50	0.00	724.50			
601.440 Emergency Notification Systems	j	•							
601.440.120 Connect Ed Unlimited Premium	3.550.0000	0.0000 Actual Usage	6,123.75	6,123.75	0.00	6,123.75			
601.440.140 Connect Ed Annual Cost	0.0000	0.0000 Actual Usage	575.00	575.00	0.00	575.00			
	0.000	0.0000 / locals 000gc	0,0.00		0.50	0.0.00			
601.450 Document Imaging/ Scanning Services	1,0000	4 44E 7E00 Appuni	0.00	4 446 75	0.00	A 115 75			
601.450.320 FileBound Hosting < 250k Im/Docs	1.0000	4,115.7500 Annual	0.00	4,115.75		4,115.75			
601.450.325 FileBound SW Main Support <250k	1.0000	505.0000 Annual	0.00	505.00	0.00	505.00			

EASTERN SUFFOLK BOCES
ROCKY POINT UFSD

WinCap Ver. 16.05.20.2259

School Year 2016-17

Basis for Current Contract								
Program/ Serial No. Service	Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract	
601.455 Finance Manager			•					-
601.455.120 Fin Mngr Offsite Enhcd Dis Rec/Te	0.0000	1,818.0000	Service	1,200.00	1,200.00	0.00	1,200.00	
601.455.150 Fin Mngr Lvl A BOCES Sup < 4000	0.0000	11,397.8500	Annual	13,417.85	13,417.85	0.00	13,417.85	
601.455.190 Fin Mngr Off-Site Bckp B 1000-399	1.0000	4,341.9900	Annual	0.00	4,341.99	0.00	4,341.99	
601.455.230 Fin Mngr Software Annual License	0.0000	0.0000	Actual Usage	29,114.22	29,114.22	0.00	29,114.22	
601.455.240 Fin Mngr W2/1099 Production	950.0000	3.3800	Per Form	0.00	3,211.00	0.00	3,211.00	
601.710 eSchoolData								
601.710.110 eSchoolData License Fees K-12	3,267.0000	15.7500	Student	0.00	51,455.25	0.00	51,455.25	
601.710.130 eSchoolData Mgmt Fee - 10% of svc	0.0000	0.0000	Actual Usage	5,145.53	5,145.53	0.00	5,145.53	
601.710.140 eSchoolData K-12 BOCES Support	3,267.0000	8.0800	Student	0.00	26,397.36	0.00	26,397.36	
601.710.180 eSchoolData .2 FTE In-District Su	1.0000	24,000.9000	Annual	0.00	24,000.90	0.00	24,000.90	
601.710.225 eSchool Data webEDGE Subscip Fee	0.0000	0.0000	Actual Usage	650.00	650.00	0.00	650.00	
601.710.230 eSchoolData webEDGE Arch Subs Fee	0.0000	0.0000	Actual Usage	450.00	450.00	0.00	450.00	
601.710.240 eSchoolData webEDGE Mng Fee10% \	0.0000	0.0000	Actual Usage	110.00	110.00	0.00	110.00	
601.810 AIMSweb								
601.810.120 AlMSweb Pro-complete	696.0000	6.5000	Student	0.00	4,524.00	0.00	4,524.00	
601.810.180 AlMSweb Coord Fee 10% of svc	0.0000	0.0000	Actual Usage	452.40	452.40	0.00	452.40	
601.830 eBoard								
601.830.110 eBoard District Wide Package	237.0000	20.0000	Teacher	0.00	4,740.00	0.00	4,740.00	
601.990 Test Scanning and Reporting				İ				
601.990.160 Test Scan/Rpt NYS ELA Grades 3-8	1,800.0000	4.8200	Test	0.00	8,676.00	0.00	8,676.00	
601.990.170 Test Scan/Rpt NYS Math Grades 3-8	1,800.0000	4.8200	Test	0.00	8,676.00	0.00	8,676.00	
601.990.180 Test Scan/Rpt NYS Science 4 &/or	450.0000	4.8200	Test	0.00	2,169.00	0.00	2,169.00	
601.990.300 Test Scan/Rpt NYSESLAT	78.0000	9.2700	Test	0.00	723.06	0.00	723.06	
601.990.310 Test Scan/Rpt NYSAA	13.0000	9.6400	Test	0.00	125.32	0.00	125.32	
601.990.320 Test Scan/Rpt Regents All Exams	3,100.0000	2.9400	Test	0.00	9,114.00	0.00	9,114.00	
604.130 Transportation- Coach & Field Trips	0.0000	0.0000	Actual Usage	4,971.00	4,971.00	0.00	4,971.00	
609.300 Med/Comm. PR Consulting Svcs	0.0000	0.0000	Actual Usage	29,869.00	29,869.00	0.00	29,869.00	
612.110 Cooperative Bidding								
612.110.110 Coop Bidding Grp A (2900+ sdnt)	1.0000	8,737.0000	Year	0.00	8,737.00	0.00	8,737.00	

EASTERN SUFFOLK BOCES
ROCKY POINT UFSD

School Year 2016-17

Basis for Current Contract								
Program/ Serial No. Service	Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract	
618.120 Health/Safety Basic Svc Base Price	1.0000	3,846.0000	Service	0.00	3,846.00	0.00	3,846.00	
618.130 Health/Safety Basic Svc # bldgs	4.0000	406.0000	Building	0.00	1,624.00	0.00	1,624.00	
618.150 Health/Safety - Specialist	1.0000	20,279.0000	Day/Week/Year	0.00	20,279.00	0.00	20,279.00	
618.160 Health/Safety - Security Consultant	0.0000	0.0000	Actual Usage	57,750.00	57,750.00	0.00	57,750.00	
623.110 Nonpublic Textbk Distr - Admin Fee	48.0000	73.3700	Student	0.00	3,521.76	0.00	3,521.76	
623.120 Nonpublic Txtbk DistTextbook Fee	48.0000	188.0000	Per Student Est	0.00	9,024.00	0.00	9,024.00	
628.120 Sub-Service (Level 2) 628.120.200 Basic Level 2 Fee per user	375.0000	143.9600	per user	0.00	53,985.00	0.00	53,985.00	
644.110 Intellipath - Line Charges (ESB)	0.0000	0.0000	Actual Usage	413.28	413.28	0.00	413.28	
644.150 Verizon Phone Charges	0.0000	0.0000	Actual Usage	8,250.00	8,250.00	0.00	8,250.00	
657.496 Quarterly Policy Rev. (Erie 1)	1.0000	0.0000	Service	1,650.00	1,650.00	0.00	1,650.00	
657.497 Quarterly Admin. Rev. (Erie 1)	1.0000	0.0000	Service	1,650.00	1,650.00	0.00	1,650.00	
665.490 State Aid Planning - Questar III	0.0000	0.0000	Service	3,110.00	3,110.00	0.00	3,110.00	
676.490 GASB 45 (Capital BOCES)	0.0000	0.0000	Service	7,907.00	7,907.00	0.00	7,907.00	
690.490 On-Line Application Service-Putnam	0.0000	0.0000	Actual Usage	1.00	1.00	0.00	1.00	

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY

The District has developed and will amend, as appropriate, a written Code of Conduct for the Maintenance of Order on School Property, including school functions, which shall govern the conduct of students, teachers and other school personnel, as well as visitors. The Board of Education shall further provide for the enforcement of such Code of Conduct.

For purposes of this policy, and the implemented Code of Conduct, school property means in or within any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of the District's elementary or secondary schools, or in or on a school bus; and a school function shall mean a school-sponsored extracurricular event or activity regardless of where such event or activity takes place, including those that take place in another state.

The District Code of Conduct has been developed in collaboration with student, teacher, administrator, and parent organizations, school safety personnel and other school personnel.

The Code of Conduct shall include, at a minimum, the following:

- a) Provisions regarding conduct, dress and language deemed appropriate and acceptable on school property and at school functions, and conduct, dress and language deemed unacceptable and inappropriate on school property; provisions regarding acceptable civil and respectful treatment of teachers, school administrators, other school personnel, students and visitors on school property and at school functions; the appropriate range of disciplinary measures which may be imposed for violation of such Code; and the roles of teachers, administrators, other school personnel, the Board of Education and parents/persons in parental relation to the student;
- b) Standards and procedures to assure security and safety of students and school personnel;
- Provisions for the removal from the classroom and from school property, including a school function, of students and other persons who violate the Code;
- d) Provisions prescribing the period for which a disruptive student may be removed from the classroom for each incident, provided that no such student shall return to the classroom until the Principal (or his/her designated School District administrator) makes a final determination pursuant to Education Law Section 3214(3-a)(c) or the period of removal expires, whichever is less;
- e) Disciplinary measures to be taken for incidents involving the possession or use of illegal substances or weapons, the use of physical force, vandalism, violation of another student's civil rights, harassment and threats of violence;

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)

- f) Provisions for detention, suspension and removal from the classroom of students, consistent with Education Law Section 3214 and other applicable federal, state and local laws, including provisions for school authorities to establish procedures to ensure the provision of continued educational programming and activities for students removed from the classroom, placed in detention, or suspended from school, which shall include alternative educational programs appropriate to individual student needs;
- Procedures by which violations are reported and determined, and the disciplinary measures imposed and carried out;
- Provisions ensuring the Code of Conduct and its enforcement are in compliance with state and federal laws relating to students with disabilities;
- Provisions setting forth the procedures by which local law enforcement agencies shall be notified of Code violations which constitute a crime;
- Provisions setting forth the circumstances under and procedures by which parents/persons in parental relation to the student shall be notified of Code violations;
- Provisions setting forth the circumstances under and procedures by which a complaint in criminal court, a juvenile delinquency petition or person in need of supervision ("PINS") petition will be filed;
- Circumstances under and procedures by which referral to appropriate human service agencies shall be made;
- m) A minimum suspension period for students who repeatedly are substantially disruptive of the educational process or substantially interfere with the teacher's authority over the classroom, provided that the suspending authority may reduce such period on a case-by-case basis to be consistent with any other state and federal law. For purposes of this requirement, as defined in Commissioner's Regulations, "repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom" shall mean engaging in conduct which results in the removal of the student from the classroom by teacher(s) pursuant to the provisions of Education Law Section 3214(3-a) and the provisions set forth in the Code of Conduct on four (4) or more occasions during a semester, or three or more occasions during a trimester, as applicable;
- n) A minimum suspension period for acts that would qualify the student to be defined as a violent student pursuant to Education Law Section 3214(2-a)(a). However, the suspending authority may reduce the suspension period on a case-by-case basis consistent with any other state and federal law;

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)

- A Bill of Rights and Responsibilities of Students which focuses upon positive student behavior, and which shall be publicized and explained to all students on an annual basis; and
- Guidelines and programs for in-service education programs for all District staff members to ensure effective implementation of school policy on school conduct and discipline.

The Code of Conduct has been adopted by the Board of Education only after at least one public hearing that provided for the participation of school personnel, parents/persons in parental relation, students, and any other interested parties. Copies of the Code of Conduct shall be disseminated pursuant to law and Commissioner's Regulations.

The District's Code of Conduct shall be reviewed on an annual basis, and updated as necessary in accordance with law. The School Board shall reapprove any updated Code of Conduct or adopt revisions only after at least one (1) public hearing that provides for the participation of school personnel, parents/persons in parental relation, students, and any other interested parties.

The District shall file a copy of its Code of Conduct and all amendments to the Code with the Commissioner of Education no later than thirty (30) days after their respective adoptions.

Privacy Rights

As part of any investigation, the District has the right to search all school property and equipment including District computers. Rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of staff and students, but the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

Education Law Sections 2801 and 3214
Family Court Act Articles 3 and 7
Vehicle and Traffic Law Section 142
8 New York Code of Rules and Regulations (NYCRR) Section 100.2(1)(2)

NOTE: Refer also to Policy #7310 -- School Conduct and Discipline

District Code of Conduct on School Property

SUBJECT: DISTRICT INVESTMENTS

Whenever the District has funds (including operating funds, reserve funds and proceeds of obligations) that exceed those necessary to meet current expenses, the Board of Education shall authorize the District Treasurer to invest such funds in accordance with all applicable laws and regulations and in conformity with the guidelines established by this policy.

Objectives

The objectives of this investment policy are as follow:

- Investments shall be made in a manner so as to safeguard the funds of the School District;
 and
- b) Bank deposits shall be made in a manner so as to safeguard the funds of the School District.
- c) Investments shall be sufficiently liquid so as to allow funds to be available as needed to meet the obligations of the School District.
- d) Funds shall be invested in such a way as to earn the maximum yield possible given the first three (3) investment objectives.

Authorization

The authority to deposit and invest funds is delegated to the District Treasurer. These functions shall be performed in accordance with the applicable sections of the General Municipal Law and the Local Finance Law of the State of New York.

The District Treasurer may invest funds in the following eligible investments:

- a) Obligations of the State of New York.
- b) Obligations of the United States Government or any obligations for which principal and interest are fully guaranteed by the United States Government.
- c) Time Deposit Accounts placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law. (Banking Law Section 237(2) prohibits a savings bank from accepting a deposit from a local government. This also applies to savings and loan associations.)

SUBJECT: DISTRICT INVESTMENTS (Cont'd.)

- d) Transaction accounts (demand deposits) both interest bearing and non-interest bearing that do not require notice of withdrawal placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law.
- e) Certificates of Deposits placed in a commercial bank authorized to do business in the State
 of New York providing the Certificates are collateralized as required by law.

Implementation

Using the policy as a framework, regulations and procedures shall be developed which reflect:

- a) A list of authorized investments;
- Procedures including a signed agreement to ensure the School District's financial interest in investments;
- Standards for written agreements consistent with legal requirements;
- Procedures for the monitoring, control, deposit and retention of investments and collateral which shall be done at least once a month;
- e) Standards for security agreements and custodial agreements consistent with legal requirements;
- Standards for diversification of investments with firms and banks with whom the School District transacts business

This policy shall be reviewed and re-adopted at least annually or whenever new investment legislation becomes law, as staff capabilities change, or whenever external or internal issues warrant modification.

Education Law Sections 1604-a, 1723(a), 2503(1) and 3652 General Municipal Law Section 39 Local Finance Law Section 165

SUBJECT: PURCHASING

The District's purchasing activities will be part of the responsibilities of the Business Office, under the general supervision of the Purchasing Agent designated by the Board of Education. The purchasing process should enhance school operations and educational programs through the procurement of goods and services deemed necessary to meet District needs.

Competitive Bids and Quotations

As required by law, the Superintendent will follow normal bidding procedures in all cases where needed quantities of like items will total the maximum level allowed by law during the fiscal year, (similarly for public works-construction, repair, etc.) and in such other cases that seem to be to the financial advantage of the School District.

A bid bond may be required if considered advisable.

No bid for supplies shall be accepted that does not conform to specifications furnished unless specifications are waived by Board action. Contracts shall be awarded to the lowest responsible bidder who meets specifications. However, the Board may choose to reject any bid.

Rules shall be developed by the administration for the competitive purchasing of goods and services.

The Superintendent may authorize purchases within the approved budget without bidding if required by emergencies and are legally permitted.

The Superintendent is authorized to enter into cooperative bidding for various needs of the School District.

Request for Proposal Process for the Independent Auditor

In accordance with law, no audit engagement shall be for a term longer than five (5) consecutive years. The District may, however, permit an independent auditor engaged under an existing contract for such services to submit a proposal for such services in response to a request for competitive proposals or be awarded a contract to provide such services under a request for proposal process.

Procurement of Goods and Services

The Board of Education recognizes its responsibility to ensure the development of procedures for the procurement of goods and services not required by law to be made pursuant to competitive bidding requirements. These goods and services must be procured in a manner so as to:

 Assure the prudent and economical use of public moneys in the best interest of the taxpayer;

SUBJECT: PURCHASING (Cont'd.)

- Facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances; and
- c) Guard against favoritism, improvidence, extravagance, fraud and corruption.

These procedures shall contain, at a minimum, provisions which:

- Prescribe a process for determining whether a procurement of goods and services is subject to competitive bidding and if it is not, documenting the basis for such determination;
- b) With certain exceptions (purchases pursuant to General Municipal Law, Article 5-A; State Finance Law, Section 162; State Correction Law, Section 184; or those circumstances or types of procurements set forth in (f) of this section), provide that alternative proposals or quotations for goods and services shall be secured by use of written request for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of General Municipal Law Section 104-b;
- Set forth when each method of procurement will be utilized;
- d) Require adequate documentation of actions taken with each method of procurement;
- Require justification and documentation of any contract awarded to other than the lowest responsible dollar offer, stating the reasons;
- Set forth any circumstances when, or the types of procurement for which, the solicitation of alternative proposals or quotations will not be in the best interest of the District; and
- g) Identify the individual or individuals responsible for purchasing and their respective titles. Such information shall be updated biennially.

Any unintentional failure to fully comply with these provisions shall not be grounds to void action taken or give rise to a cause of action against the District or any District employee.

The Board of Education shall solicit comments concerning the District's policies and procedures from those employees involved in the procurement process. All policies and procedures regarding the procurement of goods and services shall be reviewed annually by the Board.

Best Value

Effective January 27, 2012, General Municipal Law (GML) Section 103 was amended to permit a school district or BOCES to award purchase contracts in excess of twenty thousand dollars (\$20,000) on the basis of "best value", rather than on the basis of the lowest responsible bid. The Board of Education must adopt a resolution at a public meeting authorizing the award of bids based on "best

SUBJECT: PURCHASING (Cont'd.)

value." The Board of Education may also approve "best value" bid award recommendations on an individual bid basis at a scheduled public meeting. A best value award is one that optimizes quality, cost and efficiency, typically applies to complex services and technology contracts and is quantifiable whenever possible.

"Piggybacking" Law - Exception to Competitive Bidding

On August 1, 2012, General Municipal Law (GML) Section 103 was amended to allow school districts to purchase certain goods and services (apparatus, materials, equipment and supplies) through the use of contracts let by the United States or any agency thereof, any state, and any county, political subdivision or district of any state. The amendment authorizes school districts and BOCES to "piggyback" on contracts let by outside governmental agencies in a manner that constitutes competitive bidding "consistent with state law."

This "piggybacking" is permitted on contracts issued by other governmental entities, provided that the original contract:

- a) Has been let by the United States or any agency thereof, any state (including New York State) or any other political subdivision or district therein;
- Was made available for use by other governmental entities and agreeable with the contract holder; and
- c) Was let in a manner that constitutes competitive bidding consistent with New York State law and is not in conflict with other New York State laws.

The "piggybacking" amendment and the "best value" amendment may not be combined to authorize a municipality to "piggyback" onto a cooperative contract which was awarded on the basis of "best value." In other words, while a school district or BOCES may authorize the award of contracts on the basis of "best value", it may not "piggyback" onto a purchasing contract awarded by another agency on the basis of "best value."

Alternative Formats for Instructional Materials

Preference in the purchase of instructional materials will be given to vendors who agree to provide materials in a usable alternative format (i.e., any medium or format, other than a traditional print textbook, for presentation of instructional materials that is needed as an accommodation for each student with a disability, including students requiring Section 504 Accommodation Plans, enrolled in the School District). Alternative formats include, but are not limited to, Braille, large print, open and closed captioned, audio, or an electronic file in an approved format as defined in Commissioner's Regulations.

SUBJECT: PURCHASING (Cont'd.)

As required by federal law and New York State Regulations, the District has adopted the National Instructional Materials Accessibility Standard (NIMAS) to ensure that curriculum materials are available in a usable alternative format for students with disabilities. Each school district has the option of participating in the National Instructional Materials Access Center (NIMAC). Whether a district does or does not participate in NIMAC, the district will be responsible to ensure that each student who requires instructional materials in an alternate format will receive it in a timely manner and in a format that meets NIMAS standards. The New York State Education Department (NYSED) recommends that school districts choose to participate in NIMAC, because this national effort to centralize the distribution of instructional materials in alternate formats will help guarantee timely provision of such materials to students.

For school districts, Boards of Cooperative Educational Services (BOCES), State-operated schools, State-supported schools and approved private schools that choose to participate in NIMAC, contracts with publishers executed on and after December 3, 2006 for textbooks and other printed core materials <u>must</u> include a provision that requires the publisher to produce NIMAS files and send them to the NIMAC (this will not add any cost to the contract).

For more information regarding NIMAC including model contract language, Steps for Coordinating with NIMAC and an IDEA Part B Assurances Application, see website: http://www.vesid.nysed.gov/specialed/publications/persprep/NIMAS.pdf

Geographic Preference in Procuring Local Agricultural Products

Schools participating in Child Nutrition Programs such as the National School Lunch Program, School Breakfast Program and/or Special Milk Program are encouraged to purchase unprocessed locally grown and locally raised agricultural products. A School District may apply an optional geographic preference in the procurement of such products by defining the local area where this option will be applied. The intent of this preference is to supply wholesome unprocessed agricultural products that are fresh and delivered close to the source.

A geographic preference established for a specific area adds additional points or credits to bids received in response to a solicitation, but does not provide a set-aside for bidders located in a specific area, nor does it preclude a bidder from outside a specified geographic area from competing for and possibly being awarded a specific contract.

Computer Software Purchases

Software programs designated for use by students in conjunction with computers of the District shall meet the following criteria:

 A computer program which a student is required to use as a learning aid in a particular class; and

SUBJECT: PURCHASING (Cont'd.)

b) Any content-based instructional materials in an electronic format that are aligned with State Standards which are accessed or delivered through the internet and based on a subscription model. Such electronic format materials may include a variety of media assets and learning tools including video, audio, images, teacher guides, and student access capabilities as such terms are defined in Commissioner's Regulations.

Environmentally Sensitive Cleaning and Maintenance Products

In accordance with Commissioner's Regulations, State Finance Law and Education Law, effective with the 2006-2007 school year, the District shall follow guidelines, specifications and sample lists when purchasing cleaning and maintenance products for use in its facilities. Such facilities include any building or facility used for instructional purposes and the surrounding grounds or other sites used for playgrounds, athletics or other instruction.

Environmentally sensitive cleaning and maintenance products are those which minimize adverse impacts on health and the environment. Such products reduce as much as possible exposures of children and school staff to potentially harmful chemicals and substances used in the cleaning and maintenance of school facilities. The District shall identify and procure environmentally sensitive cleaning and maintenance products which are available in the form, function and utility generally used. Coordinated procurement of such products as specified by the Office of General Services (OGS) may be done through central state purchasing contracts to ensure that the District can procure these products on a competitive basis.

The District shall notify their personnel of the availability of such guidelines, specifications and sample product lists.

SUBJECT: PURCHASING (Cont'd.)

Non-Competitive Bidding Purchases

The Board's internal policies and procedures governing procurement of apparel or sports equipment, where such procurement is <u>not</u> required to be made pursuant to competitive bidding requirements, shall prohibit the purchase of apparel or sports equipment, from any vendor based upon either or both of the following considerations:

- The labor standards applicable to the manufacture of the apparel or sports equipment including, but not limited to, employee compensation, working conditions, employee rights to form unions, and the use of child labor; or
- b) The bidder's failure to provide information sufficient for the Board of Education to determine the labor standards applicable to the manufacture of the apparel or sports equipment.

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SUBJECT: PURCHASING (Cont'd.)

Contracts for Goods, Services and Public Works

No contracts for goods and services shall be made by individuals or organizations in the school that involve expenditures without first securing approval for such contract from the Purchasing Agent.

No Board member or employee of the School District shall have an interest in any contract entered into by the Board or the School District.

Per General Municipal Law Section 103(5), upon the adoption of a resolution by a vote of at least three-fifths (3/5) of all Board members stating that for reasons of efficiency or economy there is need for standardization, purchase contracts for a particular type or kind of equipment, materials or supplies of more than twenty thousand (\$20,000) dollars may be awarded by the Board to the lowest responsible bidder furnishing the required security after advertisement for sealed bids in the manner provided in law. In addition, the Board is required to award all contracts for public works in excess of thirty-five thousand dollars (\$35,000) to the lowest responsible bidder after advertising for public sealed bids.

7 CFR 210.21, 215.14(a) and 220.16
20 USC Section 1474(e)(3)(B)
Education Law Sections 305(14), 409-I, 701, 751(2)(b), 1604, 1709, 1950, 2503, 2554 and 3602
General Municipal Law Articles 5-A, 18 and Section 103
State Finance Law Sections 162 and 163-b
8 NYCRR Sections 155, 170.2, 200.2(b)(10), 200.2(c)(2) and 200.2(i)

NOTE: Refer also to Policy #5660 -- School Food Service Program (Lunch and Breakfast)

SUBJECT: SCHOOL SAFETY PLANS

The District-wide and building-level school safety plans have been adopted by the School Board only after at least one (1) public hearing or meeting that allowed for the participation of school personnel, parents, students, and any other interested parties. Each plan shall be reviewed by the appropriate school safety team on at least an annual basis, updated as needed by July 1 and recommended to the Board of Education for approval. These plans will be designed to prevent or minimize the effects of serious violent incidents and emergencies and to facilitate the coordination of schools and the School District with local and county resources in the event of such incidents or emergencies.

District-Wide School Safety Plan

District-wide school safety plan means a comprehensive, multi-hazard school safety plan that covers all school buildings of the School District that addresses prevention and intervention strategies, emergency response and management at the District level and has the contents as prescribed in Education Law and Commissioner's Regulations.

The District-wide school safety plan shall be developed by the District-wide school safety team appointed by the Board of Education. The District-wide team shall include, but not be limited to, representatives of the School Board, student, teacher, administrator, and parent organizations, school safety personnel and other school personnel.

Building-Level School Safety Plans

Building-level school safety plan means a building-specific school emergency response plan, or a component part of the district-wide safety plan, that addresses prevention and intervention strategies, emergency response and management at the building level and has the contents as prescribed in Education Law and Commissioner's Regulations.

The building-level plan shall be developed in accordance with the guidelines contained with the District safety plan and in compliance with applicable regulations and law.

If the District receives federal preparedness funds, the District requires appropriate personnel to complete the IS-700 NIMS (National Incident Management System) introductory course.

Filing/Disclosure Requirements

The District shall file a copy of its comprehensive District-wide school safety plan and any amendments thereto with the Commissioner of Education in accordance with the procedure for same, as promulgated by the Commissioner of Education. Building-level emergency response plans shall be confidential and shall **not** be subject to disclosure under the Freedom of Information Law or any other provision of law.

Homeland Security Presidential Directives - HSPD-5, HSPD-8
Homeland Security Act of 2002, 6 United States Code (USC) Section 101
Education Law Section 2801-a
Public Officers Law Article 6
8 New York Code of Rules and Regulations (NYCRR) Section 155.17

SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE ATTENDANCE PLAN

Objectives

Attendance is a critical factor in school success for students. Studies have shown that consistent school attendance, academic success, and school completion have a positive correlation. The educational process requires continuity of instruction and students need to experience classroom discussions, debate, and independent study in order to increase achievement. The purpose of Rocky Point School District's Attendance policy is to ensure the maintenance of an adequate record of verifying the attendance of all children during days of instruction and to establish a mechanism by which the patterns of pupil absence can be examined to develop effective intervention strategies. This procedure will permit each school to know the whereabouts of every student for safety and school management reasons and will help students succeed at meeting the New York State learning standards.

School attendance is both a right and responsibility in New York State. Children have the right to attend school between the ages of 5 and 21. Parents are expected to make sure that their children attend school on a regular basis. To implement a successful attendance policy, the District needs the cooperation of all members of the educational community, including parents, students, teachers, administrators, and support staff. Through the implementation of this policy the District expects to reduce the current level of unexcused absences, lateness, and early dismissals.

Strategies Employed to Accomplish Objectives

Rocky Point School District will employ the following strategies to ensure the effectiveness of this attendance policy.

Increase awareness of policy among students by:

- Including a copy in the student agenda book for 6th through 12th grade students.
- b) Request signatures from students in grades 6 through 12 indicating that they have read and understand the goals and consequences established for them in the District's Attendance Policy.
- Including a copy of policy on the district's Web site. (www.rockypointschools.org)

SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE ATTENDANCE PLAN (Cont'd.)

Increase awareness of policy among parents by:

- Including a summary of the policy with the mailing/ConnectEd inviting parents to Open School Night.
- Request a parent signature on policy indicating that they have read and understand what is expected of his/her child.
- c) Including a summary of attendance requirements in the school district's calendar.
- Reminding them of attendance requirements when daily phone calls are made to verify student absence.
- Including a copy of policy on the district's Web site. (www.rockypointschools.org)

General Procedures

Each absence, late, and early dismissal will be recorded as excused or unexcused along with a code noting specific reason for absence. Excused absences are defined as: an absence due to personal illness, illness or death in the family, religious observance, quarantine, required court appearances, approved college visits, approved cooperative work programs, or military obligations. All other absences, lateness, or early dismissals will be considered unexcused.

On the secondary level, grades 6 through 12, attendance will be taken during each class period and compiled in a central location within each school. A designated staff member responsible for attendance will cross reference class absence with daily absentee list. A mechanism for transferring classroom attendance data to the building level has been developed.

On the elementary level (grades K through 5), attendance will be taken on a subject by subject basis (ELA/Math/Social Studies/Science) during each assigned period.

Any absence, lateness, or early dismissal must be accounted for. It is the parents' responsibility to notify the school within 24 hours of the absence AND to provide a written excuse upon the student's return to school. The written note should include student's name, date of absence, reason for the absence, and parent's signature. This note should be brought to the main office when he/she returns to school. Each day a child is absent a phone call from the parent is requested; however, all absences will be recorded as unexcused until a written note is received. At the secondary level it is the student's responsibility to provide documentation for all in-school appointments that will prevent a student from attending class prior to dismissal from class.

Parents will be notified if their child is absent, late, or departs early from school. Students in grades 9 through 12, who enter school late with an unexcused reason, will be assigned after school detention. When a student is out of school for ten or more consecutive days or is hospitalized for any period of time, the parent or guardian must contact the health office prior to the student returning to school to set up a re-entry interview.

Minimum Attendance Requirements for 9th through 12th Grade Students

The high school attendance requirement states, in part, that to be granted academic credit for any course, a student must earn a passing grade in the course and attend each class a minimum of eighty five percent (85%) of the time.

Students will not receive course credit if absent more than:

Full-year course 28 days Full-year alternating day course 14 days Half-year course 14 days

In each course, when a student exceeds the maximum number of absences, this student's work will no longer be evaluated. A notation of "no grade" for all subsequent reporting periods and exams will be entered on the report card. Students who have failed to meet the attendance requirements will be denied academic credit but will be responsible to complete course assignments while they audit the course. If a student is eligible to take a Regents examination, pursuant to Commissioner's Regulations, the score will be noted on the student's permanent record.

Applicability

- a) This policy shall apply to students in grades 9 through 12 and for accelerated 8th grade students enrolled in courses where they earn high school credit.
- This policy shall apply to each course independently.
- c) This policy shall apply to students with a handicapping condition unless otherwise noted in their individualized educational program or 504 plan.
- d) Students attending classes at other facilities, such as a BOCES center, shall be subject to the attendance policies at those other facilities. In addition, this policy shall apply for the portion of the students' program for which they are enrolled at Rocky Point High School.
- e) New students to the high school, who enroll after the first semester, shall be entitled to half the number of allowable absences for each scheduled course.
- f) Students who transfer from one class to another during the school year will have their class attendance transfer to the new class.

Absences

- a) All absences from class will be covered by this policy. No distinction will be made between the classification of excused or unexcused when determining the total number of days absent from each course.
- b) Students shall not be considered absent when they are authorized by school officials to be somewhere other than in their regularly scheduled class. For example, if school personnel expect a student to report elsewhere during their regularly scheduled class time for such activities as meetings, conferences with school personnel, testing, physical exams, music lessons, or field trips, the student shall not be considered absent. It is the responsibility of the student and/or the designated staff member to provide the teacher with written documentation to attend these sessions before they are permitted to leave the class.
- c) Absences resulting from the student being assigned to the alternative learning program will not count as a class absence. Absences resulting from a student assigned to out-of-school suspension will not count as an absence.
- d) Students who, for any reason, are removed from the Regular Attendance Register and placed on Homebound Instruction shall not be considered absent from their regular classes during that time.

Notification Sequence

The following refers to the notification process pertaining to the number of absences in a single course. A student may be notified several different times if excessive absences exist in more than one class.

a) As soon as possible after the fourteenth, twenty-first, and twenty-eighth absence from a full year course, the high school administration shall send written notification to the student's parent(s) and guidance counselor. The letters shall notify the parent(s) as follows:

After the 14th absence: The student has been absent half the number of maximum

absences and may lose credit if absences continue.

After the 21st absence: The student has only seven absences remaining and will lose

credit if absences exceed the limit.

After the 28th absence: The student will not receive credit due to excessive absenteeism.

b) Similarly, as soon as possible after the sixth, tenth, and fourteenth absence from a half-year course, or a full-year alternating day course, the high school administration shall send written notification to the student's parent(s) and guidance counselor. The letters shall notify the parent(s) as follow:

After the 6th absence: The student has been absent nearly half the number of maximum

absences and may lose credit if absences continue.

After the 10th absence: The student has only four absences remaining and will lose

credit if absences exceed the limit.

After the 14th absence: The student will not receive credit due to excessive absenteeism.

In every letter to a student's parent(s), a request will be made for the parent to meet with the child's counselor. A phone call from the child's guidance counselor will follow this request. The impact of excessive absences on the student's education, possible intervention strategies to eliminate the problem, and the consequences associated with the student's absenteeism will be discussed. If contact between the parent(s) and the school is not made, the school may contact outside agencies for additional support in addressing the attendance problem. The parent(s) will have an opportunity to confer with the school staff; however, a conference with the parent(s) is not a prerequisite to denying academic credit to a student who has failed to meet the attendance requirements. The prime responsibility for the student's attendance in class rests with the student.

Appeals Process

For extenuating circumstances only, a parent has the right to file a written appeal for review by the appeals committee. The appeals committee will consist of an administrator, one counselor, and one teacher. The written appeal, including all supporting documentation, must be received by the Building Principal within ten (10) days of the date of the loss of credit letter. The committee will then rule on whether the student will continue as a regular student in the class or be placed on audit. The final decision will rest with the Principal. Any further absence during the appeals process may result in dismissal of appeal and loss of credit.

Minimum Attendance Requirements for 6th-8th Grade Students

The Middle School attendance requirement is consistent with the District's Attendance Policy. All students must attend each class a minimum of eighty-five percent (85%) of the time. This shall apply to all students in grades 6 through 8, unless otherwise stated on a classified student's individual educational plan or 504 plan. Eighth grade students taking courses for high school credit must maintain the minimum attendance requirements for students in grades 9 through 12. The High School definition of absences applies for all Middle School students.

Notification Sequence and Consequences

After 5th absence: Main office notification letter home.

After 10th absence: Letter and phone call requesting parental meeting with guidance

counselor and student.

After 15th absence: Letter and phone call requiring parental meeting with Assistant

Principal.

After 20th absence: Require meeting with Principal.

Require medical documentation.

PINS consideration and/or outside agency consideration.

After 25th absence: Require meeting with Principal.

PINS if no medical documentation is provided.

Outside agency contacted if no medical documentation provided.

After 28th absence: PINS and outside agency may be contacted.

Principal's decision on retention regardless of academic standing.

Minimum Attendance Requirement for Pre-K through 5th Grade Students

The Elementary Schools' attendance requirement is consistent with the District's Attendance Policy. All students must attend class a minimum of eighty-five percent (85%) of the time. This shall apply to all students in grades Pre-K through 5. The school staff will discuss the importance of school attendance and offer assistance to parents and guardians of students who are excessively absent.

Notification Sequence

- a) As soon as possible after the tenth day of absence and/or tardiness, the school administration shall send written notification of the number of absences to the student's parent(s) or guardian(s) reminding them of the importance of regular attendance.
- As soon as possible after the twentieth day of absence and/or tardiness, the school administration shall send written notification of the number of absences to the student's parent(s) or guardian(s) expressing concern about the impact of excessive absences on the student's education. (request a conference)
- c) As soon as possible after the twenty-fifth day of absence and/or tardiness, the school administration shall arrange for a conference with the parent(s) or guardian(s) and shall consider contacting outside agencies to protect the interest of the child.

Students

SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE ATTENDANCE PLAN (Cont'd.)

Consequences of Excessive Absenteeism at the Elementary Level

- a) A doctor's note may be required.
- A child must demonstrate competence for promotion to next grade level by performance on district's standardized tests.
- Referrals will be made to outside agencies for additional support towards attendance problem.

Incentives and Consequences for Attendance Patterns

Each school, where administration deems appropriate, may use the following list of incentives to encourage good attendance.

- Community donated gifts are given or raffled to students who meet attendance standards.
- Students who meet the attendance standard can eat in a special area or with a special person in the school.
- Field trip arranged for students who meet the attendance standards.
- d) Participation in extra curricula activities for students who meet attendance standards.
- Recognition award for one hundred percent (100%) attendance each term.
- Students with perfect attendance selected to park in choice locations.
- g) Attendance record used when considering issuance of working papers.

Each school, where the administration deems appropriate, may use the following list of sanctions to discourage poor attendance.

- a) Loss of the right to play sports.
- b) Loss of the right to participate in extra-curricula activities.
- Loss of the right to attend school-related trips.
- d) Loss of parking privileges.
- Revocation of student's employment permit.
- Attendance at meeting with parents, administration and counselor to discuss impact of excessive absences.
- Repetition of course or grade level due to excessive absences.

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ROCKY POINT UNION FREE SCHOOL DISTRICT

Purchasing Procedures Manual

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PURCHASING PROCEDURES MANUAL

INTRODUCTION

It shall be the goal of the Board of Education to focus on the educational welfare of the students, in conjunction with seeking maximum value for each dollar expended. In pursuit of this goal, the Board of Education shall purchase competitively, without prejudice, all goods and services necessary to support the educational and auxiliary departments of the district. The adoption of written purchasing policies and procedures, in compliance with General Municipal Laws 103 and 104.b will help to assure that these goals are met.

The objective of the procurement process is to obtain goods and services of the appropriate quality, in the appropriate quantity, at the appropriate time, at the best possible price, in compliance with all applicable rules and regulations. This Purchasing Manual prepared at the direction of the Board of Education shall clearly establish the Procurement Policy and Procedures governing the purchasing activities of the district and shall serve as a guideline to meet these objectives. The cooperation of all involved is essential for the efficient and effective operation of the procedures as outlined.

The following sets forth the procedures for the procurement of goods and services by the district:

DEFINITIONS

Purchase Contract: a contract involving the acquisition of commodities, materials, supplies or equipment.

Public Works Contract: a contract involving services, labor and/or construction including, but not limited to construction, paving, printing and repairs.

GENERAL MUNICIPAL LAW

The Board of Education policy, based upon the General Municipal Law requires that purchase contracts for materials, equipment and supplies involving an estimated annual expenditure which exceeds \$20,000 and public work contracts involving an expenditure of more than \$35,000 will be awarded only after responsible bids have been received in response to a public advertisement soliciting formal bids. In determining the necessity for competitive bidding, the aggregate cost of a commodity estimated to be purchased in a fiscal year must be considered.

If in excess of bid limits, the following is also subject to General Municipal Law 103:

- Lease/rental of personal property (Section 1725 of Education Law)
- "Lease Purchasing" agreement for instructional equipment (Section 1725-A of Education Law)
- "Installment Purchase" of equipment, machinery and apparatus (Section 109-B of General Municipal Law)
- Cooperative Bid Arrangements (Section 119-9 of General Municipal Law)
- Standardization (Section 103 of General Municipal Law)
- Transportation contracts and cafeteria contracts covered by "Education Law" are subject to same limits as "Purchase Contracts" under Section 103 of General Municipal Law 9 Section 305, Subdivision 14, Education Law)

BEST VALUE

Effective January 27, 2012, General Municipal Law (GML) Section 103 was amended to permit a school district or BOCES to award purchase contracts in excess of twenty thousand dollars (\$20,000) on the basis of "best value", rather than on the basis of the lowest responsible bid. The Board of Education must adopt a resolution at a public meeting authorizing the award of bids based on "best value." The Board of Education may also approve "best value" bid award recommendations on an individual bid basis at a scheduled public meeting. A best value award is one that optimizes quality, cost and efficiency, typically applies to complex services and technology contracts and is quantifiable whenever possible.

"PIGGYBACKING" LAW-EXCEPTION TO COMPETITIVE BIDDING

On August 1, 2012, General Municipal Law (GML) Section 103 was amended to allow school districts to purchase certain goods and services (apparatus, materials, equipment and supplies) through the use of contracts let by the United States or any agency thereof, any state, and any county, political subdivision or district of any state. The amendment authorizes school districts and BOCES to "piggyback" on contracts let by outside governmental agencies in a manner that constitutes competitive bidding "consistent with state law."

This "piggybacking" is permitted on contracts issued by other governmental entities, provided that the original contract:

- a) Has been let by the United States or any agency thereof, any state (including New York State) or any other political subdivision or district therein;
- b) Was made available for use by other governmental entities and agreeable with the contract holder; and
- c) Was let in a manner that constitutes competitive bidding consistent with New York State law and is not in conflict with other New York State laws.

The "piggybacking" amendment and the "best value" amendment may not be combined to authorize a municipality to "piggyback" onto a cooperative contract which was awarded on the basis of "best value." In other words, while a school district or BOCES may authorize the award of contracts on the basis of "best value", it may not "piggyback" onto a purchasing contract awarded by another agency on the basis of "best value."

THE PURCHASING AGENT

The Purchasing Agent shall be responsible for the implementation of purchasing policy and procedures. Such policy and procedures shall comply with all applicable laws and regulations of the State of New York and the Commissioner of Education.

PROCEDURE FOR BIDS: ADVERTISEMENTS, OPENINGS, EVALUATIONS

A "Notice to Bidders" shall be published in the officially designated newspaper(s) and may also be mailed to potential bidders sufficiently in advance of the scheduled bid opening date to permit timely preparation and submission of bids. The "General Terms and Conditions" and/or Information for Bidders shall be incorporated in all contracts.

Bids shall be received until the opening time designated in the official notice. Late bids will not be accepted. All bids shall be date stamped upon receipt and shall be kept in a safe location until the time for opening.

Bids shall be opened at the time and place set forth in the Notice to Bidders. There will be at least two district employees present at each bid opening, including the Purchasing Agent or his/her designee. All interested parties may also attend the opening of bids.

Names of all persons/firms submitting bids shall be read aloud.

Pricing submitted shall be read aloud and recorded by designated district personnel.

Bids may be inspected at the conclusion of the bid opening.

Contracts shall be awarded upon approval of the Board of Education, to the lowest responsible bidder, or based on "best value", as recommended by the appropriate district personnel in cooperation with the Purchasing Agent.

Results of the evaluation of said bids will be available to the public subsequent to the award by the Board of Education.

All bids shall be analyzed to determine whether the low bidder is "responsible". The Purchasing Agent shall consider:

≺adequate expertise, prior experience with comparable projects, financial resources necessary to perform the work outlined in the contract in a timely, competent and acceptable manner;

≺reliable past performance, products or services. Such factors indicating unreliable past performance, products or services may include, but not limited to:

- inability to provide items as awarded in previous bids
- inability to deliver materials or services in a timely fashion as required by contract/bid documents.
- the substitution of alternate items without notifying the district.
- variance in any way from the prescribed procedures and/or specifications for the performance of the service or contract without the expressed permission of the district.
- products which did not meet district standards as determined through its own testing and evaluation procedures, whether conducted in-house or through third party analysis and/or testing.
- ❖ failure to provide independent test documentation to determine whether substitute equipment or products meet or exceed bid specifications when such testing is required.
- failure or difficulty in providing proper certificates of insurance or performance bonds where and when required.
- use of subcontractors which provide inferior products or services.
- failure to provide adequate references.
- Loss of certification as qualified installation contractor from materials suppliers;
- failure to provide samples of alternate bid items when requested.

The Purchasing Agent shall maintain accurate and complete records as to the performance of any contractor or vendor in order to document any failure in performance for future reference. The district may cooperate with other school districts in providing the following information between and amongst themselves for the purpose of selecting the lowest responsible bidder in future contracts for goods and/or services.

- ✓ engagement in criminal conduct in connection with any other government contract or the conduct
 of business activity that involves such crimes as extortion, bribery, fraud, bid-rigging and
 embezzlement;
- willful noncompliance with the state labor laws regarding prevailing wage and supplement payment requirements. All contracts on public work projects are required to pay their employees not less than the prevailing wage;
- ≺disregard for other state labor laws, including child labor, proper and timely wage payments and unemployment insurance laws;
- √violations of the State Workers' Compensation Law including failure to provide proof of proper
 workers' compensation or disability coverage;
- ✓ violations of any state or federal environmental statutes;
- ≺the failure to abide by state and federal statutes and regulations regarding efforts to solicit and use disadvantaged minority and women-owned business enterprises as potential sub-contractors;
- ≺the submission of a bid which is so much lower than the contracting agency's confidential estimate
 that is appears unlikely that the contractor will be able to complete the project satisfactorily at the
 price bid; or
- the presentation of false or misleading statements or any other issue that raises serious questions about the responsibility of the bidder.

The Purchasing Agent shall make a recommendation to the Board of Education as to the lowest responsible bidder who has complied with the bid specifications. Should an item submitted for consideration by the lowest responsible bidder not exactly meet all of the specifications, the Purchasing Agent may, in consultation with the end user, award said item. This shall occur only when deviations from specifications does not significantly alter the performance of the product or conflict with General Municipal Law rules and regulations.

The Board must adopt the contract by resolution.

In the event there are two or more tied responsible bidders, the Board may make an award to one of the low bidders or, in its discretion, it may reject all the bids and re-advertise the purchase. In making an award in the case of tied low bidders, the Board may give consideration to a local business or supplier.

Bid bonds or deposits may be required, at the discretion of the Purchasing Agent, on all purchase contracts. Deposits may be required for labor or service contracts. Performance Bonds of one hundred percent (100%) of the bid price may be required for contracts at the discretion of the Purchasing Agent.

Every bid shall contain the Non-Collusive certification, properly executed by the bidder, required by Section 103-d of the General Municipal Law.

Minor deviations from specifications or compliance with bidding requirements may be waived upon the recommendation of the Purchasing Agent. The Purchasing Agent, in cooperation with appropriate administrators, shall determine all questions of comparability or equivalency. Legal counsel may be consulted, if deemed necessary.

SUBMITTING A FORMAL BID REQUEST

A formal bid request must be submitted to the Purchasing Department as least one (1) month before bid is to be opened:

- Requests for Capital Projects must be approved by the State Education Department prior to being acted upon by Purchasing.
- Requests must be submitted with the assurance that the money is available for materials and/or services requested.
- If funding must be obtained by budgetary transfer request, transfer must be approved prior to submitting the bid request.
- ≪Specifications provided by the department must be submitted in a manner that is clear and legible, preferably typed on 8 1/2" x 11" white paper, or forms provided by Purchasing Department.

Requests must include the following:

Physical, chemical and/or electrical composition Dimensions, tolerance and performance expected Quantity or estimated quantity required Time requirements Suggested vendors Approximate Cost

- √Upon the submission of the above, the Purchasing Department will schedule advertising of bids in the legal section of the "Official District Newspaper".
- ≺After completion of the tabulation of the bids, the department submitting the request will review the data and make written recommendations in conjunction with the Purchasing Agent. It is the responsibility of the Purchasing Agent to make alternate suggestions as to procurement of goods/services, if, in the judgment of the Purchasing Agent, said alternates meeting the users' needs, and can be expeditiously and economically procured.

PURCHASE SPECIFICATIONS

Utilizing the information furnished by the ordering Department, the Purchasing Agent shall prepare specifications for certain supplies or commodities needed, and advertise for bids based on the specifications prepared. Specifications will not be written in such a manner as to effectively exclude all but one bidder. Specifications shall be written in a manner to allow any product, article, or object that is a reasonable equivalent to satisfy the bid requirements.

Specifications for all advertised bids will be furnished to bidders by the purchasing department, utilizing the vendor list maintained, upon request of bidder, by mail or phone.

The Board of Education reserves the right to reject all bids in accordance with applicable law. The award of bids may not be done in a manner that may be construed as arbitrary or capricious, but rather based on facts submitted by the lowest responsible bidder.

The Purchasing Agent will be responsible for the following specification information:

Terms and Conditions of Bid Non-Collusive Certification Official bid sheets Necessary surety required Affidavit of Compliance Sole Source Justification

Purchasing Agent will ensure that bidder meets standards mandated by specifications.

Specifications for all advertised bids will be furnished to bidders by the purchasing department, utilizing the vendor list maintained, upon request of bidder, and/or by mail.

EVALUATION OF PRODUCTS/QUALITY CONTROL

The acquisition of products for evaluation purposes is the responsibility of the Purchasing Agent. When practical, bidders shall be required to submit a sample of their product so that conformance with specifications can be ascertained. Such testing must be coordinated and documented by the purchasing office. When a low bidder proposes an alternate as "equal" to that specified, it is the responsibility of the Purchasing Agent in cooperation with the appropriate administrator, to determine whether the proposed substitution is, in fact, an equal. Such decision shall be based on evaluation by the user and the Purchasing Agent. Documentation shall include all related data.

The materials or supplies actually received may be tested, on a random sampling basis, to determine if the quality of the product continues to meet the standards established. The Purchasing Agent shall be responsible for obtaining the best quality product at the most reasonable price while also considering the ultimate use of the product.

REQUISTIONING/ORDERING

- ≪Only the person designated as Purchasing Agent, or in the absence of the
 Purchasing Agent the Deputy Purchasing Agent, may commit the district to a
 purchase.
- ≺Only purchase order forms provided by the Purchasing Agent shall be used.
- ≪The purchase order shall be prepared by the ordering location and signed by the authorized budget supervisor.
- ≪Standard lists of commonly used items shall be jointly developed for all categories or groups of supplies by the Purchasing Agent and the appropriate departments. Items not specifically included on standard supply lists shall be requested on the requisition form provided by the Purchasing Department. These lists shall be used as a basis for determining the legality of obtaining quotations or formal bids. They shall also be used as a basis for ordering subsequent to approval of award recommendation.
- ≪The purchase order shall serve as a requisition until such time as it receives final approval, this being the signature of the Purchasing Agent.
- ≺The following are designated as "budget supervisors", authorized to approve items

for purchase, ie., Superintendent, Assistant Superintendents, School Business Official, Principals, Directors, Supervisors, Coordinators, Administrative Assistants, Administrators for Physical Education, Community Education and Personnel and District Clerk. Each Budget Supervisor is responsible for compliance with the purchasing procedures adopted.

≺The number of purchase orders will be kept to a minimum. Purchase orders shall
be processed to conform to the purchasing schedule.

It shall be the responsibility of the School Business Official to ensure that appropriate financial record keeping and accounting is performed.

PREPARATION OF PURCHASE ORDER

The purchase order should include but not be limited to the following information:

- Description of item requested

- Quantity required

- Code to be charged

Vendor number

- Date

- Signature of budget supervisor

- Bid, contract number

- Delivery instructions

- Discounts as appropriate

- Ship to information

- Bill to information

- Unit price

- Total price

- In no circumstances are Purchase Orders to be mailed directly to supplier without first routing through the Purchasing Office

PROCESSING OF PURCHASE ORDER

When the requisition is prepared, the signed original and any supporting documentation shall be sent to the purchasing office. Once approved by the Purchasing Agent, a multi part Purchase Order will be generated:

Official copy
Vendor copy-faxed/mailed to vendor
Business Office copy
Accounts Payable copy
Building Principal copy

BLANKET ORDERS

In the case of an order for which a firm price cannot be obtained at the time the order is placed i.e. repair work, an estimate will be obtained and noted on the purchase order stating that it is an estimate and the final cost is not to exceed the estimate.

If the cost of repair of an item exceeds 75% of the cost to replace the item, the Purchasing Agent may, in cooperation with the appropriate administrator, and within the approved budge, authorize the purchase a new item in lieu of repair.

- Blanket purchase orders or open end accounts may be issued to various vendors for the purchase of items considered to be of immediate need.
- ∢Blanket purchase orders may be used:
- ≺to eliminate the necessity for the issuance of separate orders for groups of items which are purchased frequently from the same vendor. An example of this would be automotive supplies (such as spark plugs, battery cables, points, etc.) also to permit the department to purchase items of this nature on an "as needed" basis when there is no provision to maintain an inventory.
- The amount of the blanket purchase order shall be determined by the Purchasing Agent and the Budget Supervisor. It should be based on information available in the records covering previous fiscal years and data obtained from the Budget Supervisor. Blanket purchase orders, <u>must</u> be used only in compliance with GML 103 and 104.b. Each blanket purchase order must have a fixed maximum monetary amount.
- ≪The Budget Supervisor should keep a record of the purchases made to insure that they do not exceed the amount allowed by the blanket purchase order.
- ≪When supplies are delivered or picked up, receipts, delivery slips, or other documents transmitted
 by the vendor will be legibly signed, and name printed by the individual receiving the supplies.
 When the amount allowed on the blanket purchase order is reached the order should be closed, and
 a new blanket purchase order typed.
- ≪Partial payments on blanket orders shall be made on a monthly basis even when the amount is less than the minimum of \$50.00.
- ∠All employees authorized to purchase shall carry with them, to the vendor, encumbered purchase order signed by the purchasing agent. No orders should be accepted by vendors unless they are in receipt of a signed purchase order.
- ≺Once a blanket purchase order is established, the open purchase order can only be increased with
 proper authorization by the Purchasing Agent after verifying that sufficient funds exist within the
 applicable appropriations budget code.

CONFIRMING ORDERS

- ∠A verbal order, subject to subsequent confirmation by a written purchase order, may be given in cases where necessity for immediate action exists. Such a deviation from "normal" must have a very limited use. Lack of proper planning will not be considered a valid reason for this process.
- ∢A confirmation order must be issued immediately. This order shall follow the same procedures as other orders but shall have priority so that the vendor will receive the order without delay. The order shall be marked: CONFIRMATION OF VERBAL ORDER (DATE) -- DO NOT DUPLICATE.
- The district will not be responsible for orders placed in this manner unless a confirming order has been cleared through the purchasing office.

PETTY CASH

- ≪Petty cash funds shall be established annually in increments of \$100 for each school building, central administrative office, and other programs designated by the Board. Such funds shall be used for the payment of properly itemized bills of nominal amounts and under conditions calling for immediate payment. Responsibility, security, and accounting of petty cash funds shall be in accordance with the regulations of the Board and Commissioner of Education. Section 170.3 of the Regulations of the Commissioner of Education.
- Original receipts and an itemized statement of expenditures must be attached to request for reimbursement of funds. Tax will not be reimbursed; all receipts should be itemized and only original receipts will be processed. Mileage should not be submitted as a petty cash expense.

INSUFFICIENT APPROPRIATIONS

- ⟨Purchase order will be returned to Requisitioner/Budget Supervisor for adjustment; i.e. deletion of items, transfer of funds
- ≺Adjusted purchase orders should be re-submitted
- ≪Requests for transfer, if required, should be attached to the front of the purchase order.

RECEIPT/PAYMENT OF PURCHASE ORDERS

- √Upon receipt of goods/services the Requisitioner/Budget Supervisor or his/her designee requesting said goods/services shall assure that same has been received and meets the terms and conditions as stipulated in the order.
- ≺Signed, authorized invoices shall be forwarded to the Accounts Payable Department in a timely manner, for payment. Any deviation in the amount of invoice from the amount previously encumbered should be verified, documented and/or corrected prior to submitting to Accounts Payable for payment.
- ≪Failure of vendors to make promised deliveries or to deliver acceptable product shall be reported to
 the Purchasing Agent in a timely manner.

CANCELLATION OF ORDER

Memo of cancellation containing reasons for action shall be forwarded to the Purchasing Agent.
Signature of budget supervisor must appear on a memo.

Appendix A

ROCKY POINT PURCHASING PROCEDURES

Purchases will be made through available cooperative Educational Data Services, Inc. bids, BOCES, state contracts of the Office of General Services, county contracts, "piggybacking" on contracts let by other governmental agencies, and "Best Value", whenever such purchases are in the best interests of the district.

The District will require the following methods of competition be used and sources of documentation maintained when soliciting non-bid procurements in the most cost-effective manner possible:

1. Purchase Contracts up to \$20,000

- a. Contracts up to \$5,000: Verbal quotes at the discretion of the Business Office. Documentation may include notations or verbal quotes.
- b. Contracts from \$5,001 to \$20,000: Written quotes from at least three separate vendors (if available).

2. Public Works Contracts up to \$35,000

- a. Contracts up to \$7,000: At the discretion of the Business Office.
- b. Contracts from \$7,001 to \$10,000: Documented telephone quotes from at least three separate vendors (if available).
- c. Contracts from \$10,001 to \$35,000: Formal written quotes from at least three separate vendors (if available).

Documentation will include, among other things, the unique benefits of the patented item as compared to other items available in the marketplace; that no other item provides substantially equivalent or similar benefits; and that considering the benefits received, the cost of the item is reasonable, when compared to conventional methods. The district will maintain notations of verbal quotes. In addition, the district will document that there is no possibility of competition for the procurement of the goods.

ROCKY POINT PURCHASING PROCEDURES

Alternative proposals or quotations will not be required for the following purchases:

The district will not be required to secure alternative proposals or quotations for those procurements:

- 1. Under a county contract;
- 2. Under a state contract:
- 3. Emergencies where time is a crucial factor;
- 4. Procurements for which there is no possibility of competition (sole source items); Documentation will include, among other things, the unique benefits of the patented item as compared to other items available in the marketplace; that no other item provides substantially equivalent or similar benefits; and that considering the benefits received, the cost of the item is reasonable, when compared to conventional methods. The District will maintain notations of verbal quotes. In addition, the district will document that there is no possibility of competition for the procurement of the goods.
- 5. Cooperative BOCES bids;
- 6. "Piggyback" on contracts let by outside governmental agencies in a manner that constitutes competitive bidding "consistent with state law:.
- 7. Procurements of professional services, which, because of the confidential nature of the services, do not lend themselves to procurement through solicitation; or
- 8. Very small procurements when solicitations of competition would not be cost effective.

Student Activity and District Sponsored Contracts:

Group:

MS and HS Student Council Dances

Leaders Club Varsity Club Senior Prom

High School Production

High School

High School-PSAT/SAT

HS Yearbook MS Yearbook Thespian Troupe High School Jr. Prom

Mark Twain Literary Awards

Boys Varsity Golf

Service Contracts:

DJ

Catering hall Catering hall

Coach buses, yacht /catering hall

Set materials

Photographer-Commencement ceremony

Princeton Review classes

Printing Printing

Coach buses, restaurant, theater tours

Lighting, Sound Catering Hall

Golf Course Use (Rolling Oaks)

AUDIT COMMITTEE CHARTER Revised July 2013

Audit Committee Authority

Pursuant to resolution number VI, dated December 19, 2005, the Board of Education of the Rocky Point School District has established an audit committee to assist the Board of Education in the oversight of both the internal and external audit functions. The requirement to create an audit committee was established by Education Law 2116-c. In accordance with Education Law 2116-c (4), the role of an audit committee shall be advisory, unless the Audit Committee consists of at least a quorum of Board members, and any recommendations it provides to the Board shall not be substituted for any required review and acceptance by the Board of Education.

Mission

The Board of Education of the Rocky Point School District has established an audit committee to provide independent advice, assistance, and recommendations to the Board in the oversight of the internal and external audit functions of the district.

Composite and Requisite Skills

The Audit Committee shall be comprised of all current Board of Education members. The committee shall act as a sub-committee of the Board or a combination of the Board and community members. No district employee shall serve on this committee. Committee members are to be selected and reappointed annually. Committee members serve without compensation but are allowed reimbursement for any actual and necessary expenses incurred in relation to attendance at committee meetings.

The members of the Audit Committee shall have the collective expertise in understanding the accounting and financial reporting of district finances and resolve concerns presented by the district's external and internal auditor.

Duties and Responsibilities

The duties and responsibilities of the Rocky Point School District Audit Committee include the following:

• External Audit Focus

o Provide recommendations regarding the selection of the external auditor to the Board of Education

- Meet with the external auditor prior to commencement of the audit to, among other things, review the engagement letter, and understand the scope of the external audit process.
- o Review and discuss with the external auditor any risk assessment of the district's fiscal operations developed as part of the auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards, if applicable
- o Receive and review the draft annual audit report and accompanying draft management letter, including the external auditor's assessment of the district's system of internal controls, and, working directly with the external auditor, assist the Board of Education in interpreting such documents
- o Make a recommendation to the Board of Education on accepting the annual audit report
- o Review every corrective action plan developed by the school district and assist the Board of Education in the implementation of such plan

• Internal Audit Focus

- o Make recommendations to the Board of Education regarding the appointment of the internal auditor
- Assist in the oversight of the internal audit function, including reviewing the annual internal audit plan to ensure that high risk areas and key control activities are periodically evaluated and tested, and reviewing the results of internal audit activities
- o Review significant recommendations and findings of the internal auditor
- o Monitor implementation of the internal auditor's recommendations by management
- o Participate in the evaluation of the performance of the internal audit function

• Administrative Matters

- o Hold regularly scheduled meetings no less than once per fiscal year
- o Review and revise the Audit Committee Charter, as necessary

Meetings and Notification

The chairperson will be responsible for scheduling meetings. All meetings will be conducted in open session, except as otherwise permitted by law. Education Law provides that the Audit Committee may conduct an executive session under certain circumstances, such as, meetings with the external auditor or matters pertaining to personnel.

The District Clerk will be responsible to:

- o Inform the committee of scheduled meetings
- o Record the minutes of the meeting

Decision Making Process

All decisions shall be reached by vote of a simple majority of the total membership of the committee. A quorum constitutes a simple majority of the total membership and meetings will not be conducted unless a quorum is present.

Reporting Requirements

Provide minutes or a summary of minutes of meetings which clearly record the actions and recommendations of the Committee.

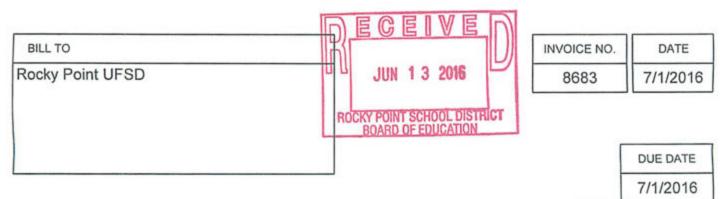
Review of the Charter

The Rocky Point School District Audit Committee shall assess and report to the Board of Education on the adequacy of this Charter no less than on an annual basis or as necessary. Charter modifications, as recommended by the Audit Committee, should be presented to the Board of Education in writing for their review and action.



NASSAU-SUFFOLK SCHOOL BOARDS ASSOCIATION, INC.

MAILING ADDRESS: P.O. BOX 385, Bellmore, NY 11710-0385 OFFICE: 219 Bedford Avenue, Bellmore, NY 11710-0385 BRIAN J. SALES, PRESIDENT Tel (516) 781-2053 Fax (516) 679-0401 e-mail: info@nssba.org LORRAINE DELLER, EXECUTIVE DIRECTOR



DESCRIPTION	AMOUNT	
2016-2017 Annual Membership Dues		3,375.00
Make check payable to Nassau-Suffolk School Boards Assoc.	Total	

Make check payable to Nassau-Suffolk School Boards Assoc. Remit to:PO Box 385, Bellmore NY 11710

Total

\$3,375.00

RESOLUTION IN OPPOSITION TO FIELD TESTING

WHEREAS the Board of Education of the Rocky Point Union Free School District has heretofore voiced its opposition to mandatory field testing of standardized assessments and;

WHEREAS the New York State Education Department has selected various schools of the Rocky Point Union Free School District for field testing of standardized assessments during the 2016-2017 school year and;

WHEREAS the Board of Education of the Rocky Point Union Free School District as the elected governing body of the school district continues in its belief that field testing of standardized assessments is not in the best interest of its students or instructional program; Now therefore,

BE IT RESOLVED, that the Rocky Point Union Free School District respectfully declines to participate in any and all field testing of standardized assessments during the 2016-2017 school year and directs the Superintendent of Schools to take all necessary steps to effectuate this resolution and provide notification of same to the State Education Department.

BOND RESOLUTION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JULY 14, 2016, AUTHORIZING THE CONSTRUCTION OF VARIOUS ALTERATIONS AND IMPROVEMENTS TO DISTRICT BUILDINGS AND SITES; STATING THE ESTIMATED TOTAL COST THEREOF IS NOT TO EXCEED \$16,439,513; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$16,439,513 SERIAL BONDS OF SAID DISTRICT TO FINANCE SAID APPROPRIATION

Recital

WHEREAS, at the Annual District Meeting and Election duly called and held on May 17, 2016, in the Rocky Point Union Free School District, in the County of Suffolk, New York, a majority of the qualified voters present and voting approved a Bond Proposition authorizing the construction of alterations and improvements to District school buildings and the sites thereof, at a cost of not to exceed \$16,439,513; and such qualified voters then present and voting further authorized the Board of Education of said District to levy and collect a tax to be collected in annual installments to pay such cost as well as the cost of interest on any bonds issued to finance such cost;

Now, therefore,

THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Board of Education)

AS FOLLOWS:

Section 1. The Rocky Point Union Free School District, in the County of Suffolk,

New York (herein called "District"), is hereby authorized to construct alterations and
improvements to District school buildings and the sites thereof, substantially as described in the

Capital Project List prepared for the District by John A. Grillo, Architects, including (but not

limited to): interior reconfiguration and improvements to lavatories, locker rooms, kitchens,

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cafeteria and other space; replacement and upgrade of ceilings, lighting, flooring, roofs, doors and windows; heating, ventilation, air conditioning, sanitary, plumbing, building management, fire alarm, clock, security and public address system improvements; renovations to facilitate access by the physically challenged; masonry, drainage, pavement, asphalt, curb and sidewalk improvements; and enhancements to playgrounds and tennis courts; all of the foregoing to include the original furnishings, equipment, machinery, apparatus and ancillary or related site, demolition and other work required in connection therewith. The estimated total cost thereof, including preliminary costs and costs incidental thereto and to the financing thereof, is not to exceed \$16,439,513 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of not to exceed \$16,439,513 serial bonds of the District to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Serial bonds of the District in the amount of not to exceed \$16,439,513 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.

Section 3. The following additional matters are hereby determined and declared:

- (a) The period of probable usefulness applicable to the class of objects or purposes for which said serial bonds are authorized to be issued pursuant to this resolution, within the limitations of Section 11.00 a. 97 of the Law, is thirty (30) years.
- (b) The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the District for expenditures made for the purpose or purposes for which said bonds are authorized. The

foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 4. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the District by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 of the Law, the powers and duties of the Board of Education relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
 - (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution shall take effect immediately, and the District Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in either "The Long Island Business News" or "The Village Beacon Record," each newspaper having a general circulation in the District and hereby designated an official newspaper of said District for such publication.

ROCKY POINT UNION FREE SCHOOL DISTRICT

SURPLUS TEXTBOOK DISPOSAL

SCHOOL: Rocky Point High School

DEPARTMENT: LOTE

ADMINISTRATOR: M. Brooks

Title and Author	ISBN#	Copyright Date	Number to be Disposed of	Rationale
Deutsch Aktuell 1	0-8219-1449-9	1998	40	German program discontinued
Spanish for Mastery 1	0-669-31311-4	1994	70	Book replaced with new edition
Spanish for Mastery 2	0-669-31341-6	1994	180	Book replaced with new edition
Deutsch Aktuell 2	0-8219-1488-X	1998	60	German program discontinued
Deutsch Aktuell 3	0-8219-1701-3	1999	40	German program discontinued
Galeria	0-02-676595-0	1997	55	Reader replaced with new editions
Galeria	0-07-874247-1	2007	60	Reader replaced with new editions

ASSISTANT SUPERINTENDENT: Deborar Ochuca DATE: 6/29/16

ROCKY POINT UNION FREE SCHOOL DISTRICT

SURPLUS TEXTBOOK DISPOSAL

SCHOOL: Rocky Point Middle School

DEPARTMENT: LOTE

ADMINISTRATOR: M. Brooks

ISBN#	Copyright Date	Number to be Disposed of	Rationale
0-8219-1449-9	1998	80	German program discontinued
0-669-31311-4	1994	185	Book replaced with new edition
1			
1			
-			
	0-8219-1449-9	0-8219-1449-9 1998	ISBN# Copyright Date Disposed of

ASSISTANT SUPERINTENDENT: Deborar Ochuca DATE: 6/29/16

ROCKY POINT PUBLIC SCHOOLS

SURPLUS EQUIPMENT DISPOSAL

Shop

Assistant Superintendent Signature Oeboual Cal Ruca	Date:	6/28/16
Business Official //	Date:_	6-27-16

adial Arm Saw

ROCKY POINT PUBLIC SCHOOLS

SURPLUS EQUIPMENT DISPOSAL

Description	Model#/Serial#	Property Tag #	Quantity	Reason for Disposal
Bondsaw	40-490	_	/	obsolete
Bandsaw	-	000692	1	obsolete
Bandsaw		000695	1	obsolete
Bandsaw	_	000693	1	obsolete
Bandsow		000694	j	obsolete

Assistant Superintendent Signature Olboral De Luca	Date:	6/28/16
Business Official & //	Date:_	6-27-16

SURPLUS EQUIPMENT DISPOSAL7/14/16				
Description	Model #	Property Tag or Serial #	Quantity	Reason for Disposal
Palm Pilot	Tungsten/E2	PN20UAR6R005	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U3W5VD24	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M827R1C8	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M877R21P	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M877R0RH	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M887R1K9	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M877R0UY	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M877R2DX	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U835V0CN	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U3P5V6R8	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAR6R00H	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAQ6R3H0	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U7DSV3B5	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M3C7R275	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M387R342	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M3C7R14D	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAV6R2AA	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U7C5V724	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAQ6R3N6	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M3C7R1FG	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U3W5V5ND	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAV6R295	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAQ6R358	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAQ6R3B7	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U7C5V2DC	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAQ6R2YC	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UBL5V1JE	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAQ6R3GE	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U3W5V8WV	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U4E5V0W7	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UBJ6P0DA	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M3C7R10M	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAV6R1WY	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M3C7R10C	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAV6R262	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M3C7R2VU	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U3W5V3FR	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAV6R24X	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U445V244	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U7W5V0G8	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAV6R24D	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20UAV6R2K8	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U3L5V03V	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20U3G5V2KB	1	End of life/Beyond repair
		PN20UAV6R0V3	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2 Tungsten/E2	PN20UAQ6R343	1	End of life/Beyond repair
Palm Pilot		PN200AQ6R343 PN20M387R0V2	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M387R0V2 PN20M3C7R14C	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M3C7R177	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2		1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M877R05X	1	End of life/Beyond repair
Palm Pilot	Tungsten/E2	PN20M887R1CR	1	cito of me/ beyond repair

ROCKY POINT UNION FREE SCHOOL DISTRICT

Bid Number: 17-07 Title: Hs/ms Chiller Full Maintenance Opening Date: 6/21/16 11:00 am
Agreement

VENDOR NAME	Cost-Year 1 (2016-2017)	Cost-Year 2 (2017-2018)	Cost-Year 3 (2018-2019)	Cost-Year 4 (2019-2020)	Cost-Year 5 (2020-2021)	Total 5-Year Cost of Full Maintenance Agreement
Best Climate Control	57,000	60,200	63,700	67, 200	73,500	321,600
Carrier Corporation	17, 980	17,980	17, 980	17, 980	17, 980	89,900
Commercial Instrumentation	50,000	55,000	60,000	65,000	70,000	300,000
						::

ROCKY POINT UNION FREE SCHOOL DISTRICT BID OPENING SPECTATOR ATTENDANCE

Bid Number: 17-07	Date: 6/21/16			
Title: HS/MS Chiller System	Time: 11:00 am			
Name of Spectator	Representing Name of Bidder	Address of Spectator		
	Rocky Parit	Director of Facilities III		
FRANK N. BENEZLI	CARPIER	Director of Facilities III 500 BI-COUNTY BLUD SUITE 160E FARMINGDALE, NY 11735		
SAM OLIVER	BEST CLIMATE CONTROL	75 ORVILLE DR. BOHEMIA, NY 11716		
•				

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices
90 Rocky Point-Yaphank Road
Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

Bid No.: 17-07 High School/Middle School Chiller Systems Full Maintenance Agreement

Date of Opening: June 21, 2016 11:00 am

Vendor Name

Street

Town, State, Zip Code

Signature

Print Name and Title

Frint Name and Title 5i/-716i-4

Telephone

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT A - SCOPE OF SERVICES

1) FULL MAINTENANCE

a. Inspect and Report-each inspection will be in accordance with Carrier's standards and, will include, but is not limited to Operating Inspection and Stop Inspection.

Startup and operating Inspections (Four (4) per year): Log equipment noting general condition, operating data, noises, vibration, temperature and pressure. Inspect control and safety devises, check for proper refrigerating solution, lubricant and water level, confirm control and equipment responses, adjust for normal operation, and provide inspection reports including recommendations and corrective actions.

Stop Inspection (One (1) per year): Inspect all rotating devices, coupling and drives, inspect hold down bolts, inspect electrical connections, perform functional checks on control and safety devices, provide inspection report identifying any problem area including recommendations for corrective actions.

- b. Oil and Grease-service includes routine tasks which do not require component disassembly, but may require inspection cover or plate removal. Oil and Grease services will include, but is not limited to, annual oil change, routine lubricating, replace oil filters, replace refrigerant filters, touch up painting, blow down dirt legs/strainers, cleaning of control starter contracts, clean electronic modules, clean drain pans, leak testing of any disassembled joints.
- c. Full Maintenance-Provides for repair or replacement of moving parts that may have failed unexpectedly. Service includes recurring tasks which are performed on a yearly cycle as recommended by the equipment manufacturer. Annual preventative maintenance services will include, but not limited to, replacement of yearly expendable parts, minor adjustments, minor repairs, alignment check, calibrate controls, leak testing of any disassembled joints or interconnecting refrigerant piping, external oil filter change, oil analysis, reporting of findings/recommendation. Full maintenance services will include, but not limited to, motor stators, motor rotors, dip and bake motor winding, major repairs including interconnecting refrigerant piping, all maintainable component repairs. Tube brush cleaning includes tube inspection: Cooler up to one (1) time per three years, Condenser up to one (1) time per year (RP High School) and Air-cooled Condenser up to one (1) time per year (RP Middle School). Note: RP Middle School to drain chilled water loop prior to winterization of evaporator tube bundle.

ATTACHMENT A - SCOPE OF SERVICES (Continued)

B) <u>UNSCHEDULED/EMERGENCY SERVICE</u>

Service to be provided "as needed" to diagnose problems and perform minor adjustments between scheduled inspections at no additional cost.

C) REPLACEMENT PARTS/MATERIALS

Replacement parts as required for preventative maintenance and emergency services to be included at no additional cost except for water tube bundles.

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

Secretary

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- b. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c. No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.

e. The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal

in behalf of the corporate bidder.
Signature
Title SNECMANNOC
,
RESOLUTION-for corporate bidders only
RESOLVED that be authorized to sign and submit the bid or proposal of this corporation for the following project, BID# 17-07 FULL MAINTENANCE AGREEMENT
and to include in such bid or proposal the certificate as to non-collusion required by Section one hundred three-d of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies or misstatements in such certificate this corporate bidder shall be liable under the penalties of perjury.
The foregoing is a true and correct copy of the resolution adopted by Corporation at a meeting theday of20_ and is still in full force and the day of20
Seal of the Corporation
To Follow

AFFIDAVIT OF COMPLIANCE

STATE OF NEW YORK

COUNTY OF SUFFOLK

	JOHN MOS	ort	, being duly sworn, depose	es and says:				
1)	That (s)he is an o and that (s)he ha	officer or representa is the authority to s	ative of <u>CARRIER</u> Cign this affidavit.	ORPORATION				
2)	This affidavit is offered as an inducement to the Rocky Point Union Free School District to award to <u>CARENER CORPORATION</u> such purchase contracts for goods or services as directed by the Board of Education, in accordance with New York State law and with District policy.							
3)	That no Officer, Employee or Stockholder of the above referenced vendor is an Employee, in any position, Administrator or Board Member at the Rocky Point Union Free School District other than as disclosed below.							
4)	4) That no Officer, Employee or Stockholder of the above-referenced vendor is related to an employee in any position, administrator or Board Member, at the Rocky Point Union Free School District other than as disclosed below:							
Em	idor: List Officer, ployee or ckholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties				
		she M	me					
	<i>(</i> /	Signed		Date 6-21-16				
Sworn to before me this 21 DEBRA A. MORUZZI Day of June NOTARY PUBLIC-STATE OF NEW YORK No. 01M06122458 Qualified in Suffolk County Commission Expires February 14, Zo 17								

Seal



CHUBB GROUP OF INSURANCE COMPANIES

Surety Department ,15 Mountain View Road, P.O. Box 1615, Warren, NJ 07061-1615 Phone: (908) 903-3485 • Facsimile: (908) 903-3656

FEDERAL INSURANCE COMPANY

BID BOND

Bond No.

Amount \$ 5% of Amount Bid

Know All Men By These Presents,

That we.

CARRIER CORPORATION 500 Bi-County Boulevard, Suite 160-E, Farmingdale, NY 11735

(hereinafter called the Principal), as Principal, and the FEDERAL INSURANCE COMPANY, Warren, New Jersey, a corporation duly organized under the laws of the State of Indiana, (hereinafter called the Surety), as Surety, are held and firmly bound unto

ROCKY POINT UNION FREE SCHOOL DISTRICT 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778

(hereinafter called the Obligee),

in the sum of

Five percent of amount bid. Dollars

(\$5% of Amount Bid), for the payment of which we, the said Principal and said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Sealed with our seals and dated this

20th

day of June, 2016

WHEREAS, the Principal has submitted a bid, dated June 21, 2016 for High School/Middle School Chiller Preventive Maintenance / Bid Contract # 2016005357 / Schedule No. 17-07

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Obligee shall accept the bid of the Principal and the Principal shall enter into a contract with the Obligee in accordance with such bid and give bond with good and sufficient surety for the faithful performance of such contract, or in the event of the failure of the Principal to enter into such contract and give such bond, if the Principal shall pay to the Obligee the difference, not to exceed the penalty hereof, between the amount specified in said bid and the amount for which the Obligee may legally contract with another party to perform the work covered by said bid, if the latter amount be in excess of the former, then this obligation shall be null and void, otherwise to remain in full force and effect.

CARRIER CORPORATION

Principal

Halina Kazmierczak, Attorney In-Fact

FEDERAL INSURANCE COMPANY

By

Cyrunia Farrell, Attorney In Fact

SPECIAL POWER OF ATTORNEY

CARRIER CORPORATION, a corporation organized and existing under the laws of the State of Delaware, on behalf of itself, its subsidiaries and affiliates, (collectively referred to as the "Corporation"), hereby makes, constitutes and appoints Aon Risk Services Northeast, Inc. on behalf of certain of its employees as the Corporation's true and lawful attorneys-in-fact:

Annette Leuschner Valorie Spates Halina Kazmierczak Jessica lannotta Vivian Carti

with full power to execute, seal and deliver on behalf of the Corporation, surety bonds and documents ancillary thereto issued in the course of the Corporation's business, subject to the provisions of the Insurance Brokerage and Service Agreement effective March 1, 2007, among Aon Risk Services, Inc. of Connecticut, Aon Risk Services, Inc. of New York, currently known as AON RISK SERVICES NORTHEAST, INC. and UNITED TECHNOLOGIES CORPORATION, as amended or supplemented from time to time, and to bind the Corporation, thereby as if such writings had been duly executed and acknowledged by officers of the Corporation.

IN WITNESS WHEREOF, the Corporation has caused this Special Power of Attorney to be signed by its duly authorized representative this 200 day of 100 day o

CARRIER DORPORATION

Assistant General Counsel

STATE OF NEW YORK COUNTY OF ONONDAGA

ss: City of Syracuse

On this Asia day of July 2010, before me, a Notary Public in and for said County and State, personally appeared PARTICK J. RAO, who acknowledged himself to be the Assistant General Counsel of CARRIER CORPORATION, the corporation named in the foregoing instrument, and that as such, being authorized so to do, executed the foregoing instrument for the same for the purposes therein contained by signing such document in his capacity as Assistant General Counsel.

eborah J. Hall, Notary Public



POWER **ATTORNEY**

Federal Insurance Company Vigilant Insurance Company Pacific Indemnity Company

Vice Pres

Attn: Surety Department 15 Mountain View Road Warren, NJ 07059

Know All by These Presents, That FEDERAL INSURANCE COMPANY, an Indiana corporation, VIGILANT INSURANCE COMPANY, a New York corporation, and PACIFIC INDEMNITY COMPANY, a Wisconsin corporation, do each hereby constitute and appoint Vivian Carti, Debra A. Deming, Sandra Diaz, Evangelina L. Dominick, Cynthia Farrell, Peter Healy and Edward J. Reilly of New York, New York

each as their true and lawful Attorney- In- Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than ball bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations. In Witness Whereof, said FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY have each executed and attested these presents and affixed their corporate seals on this 6th day of May, 2016.

Assistant Secretary







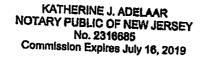
STATE OF NEW JERSEY

88

County of Somerset

On this 6th day of May, 2016 before me, a Notary Public of New Jersey, personally came Dawn M. Chloros, to me known to be Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY, the companies which executed the foregoing Power of Attorney, and the said Dawn M. Chloros, being by me duly swom, did depose and say that she is Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY and knows the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of the By- Laws of said Companies; and that she signed said Power of Attorney as Assistant Secretary of said Companies by like authority. and that she is acquainted with David B. Norris, Jr., and knows him to be Vice President of said Companies; and that the signature of David B. Norris, Jr., subscribed to said Power of Attorney is in the genuine handwriting of David B. Norris, Jr., and was thereto subscribed by authority of said By- Laws and in deponent's presence.

Notarial Seal



CERTIFICATION

DERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, 2nd PACIFIC INDEMNITY COMPANY: Extract from the By-

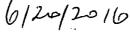
"Except as otherwise provided in these By-Laws or by law or as otherwise directed by the Board of Directors, the President or any Vice President shall be authorized to execute and deliver, in the name and on behalf of the Corporation, all agreements, bonds, contracts, deads, mortgages, and other instruments, either for the Corporation's own account or in a fiduciary or other capacity, and the seal of the Corporation, if appropriate, shall be affixed thereto by any of such officers or the Secretary or an Assistant Secretary. The Board of Directors, the President or any Vice President designated by the Board of Directors may authorize any other officer, employee or agent to execute and deliver, in the name and on behalf of the Corporation, agreements, bonds, contracts, deeds, mortgages, and other instruments, either for the Corporation's own account or in a fiduciary or other capacity, and, if appropriate, to affix the seal of the Corporation thereto. The grant of such authority by the Board or any such officer may be general or confined to specific instances."

I, Dawn M. Chloros, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY (the "Companies")

the foregoing extract of the By- Laws of the Companies is true and correct,

- the Companies are duly licensed and authorized to transact surety business in all 50 of the United States of America and the District of Columbia and are authorized by the U.S. Treasury Department; further, Federal and Vigilant are licensed in the U.S. Virgin Islands, and Federal is licensed in Guam, Puerto Rico, and each of the Provinces of Canada except Prince Edward Island; and
- the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Warren, NJ this









Dawn M. Chloros, Assistant Secretary

Notary Public

IN THE EVENT YOU WISH TO NOTIFY US OF A CLAIM, VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT ADDRESS LISTED ABOVE, OR BY Telephone (908) 903- 3493 Fax (908) 903-3856 e-mail: surety@chubb.com

FEDERAL INSURANCE COMPANY

STATEMENT OF ASSETS, LIABILITIES AND SURPLUS TO POLICYHOLDERS

Statutory Basis

DECEMBER 31, 2015

(in thousands of dollars)

LIABILITIES AND

ASSETS	AND		
ASSETS	SURPLUS TO POLICYHOLDERS		
Cash and Short Term Investments\$ 687,917 United States Government, State and	Outstanding Losses and Loss Expenses \$ 12 174 848		
Manufata 150	Unearned Premiums 3,726,665		
Other Dende	Dividends Payable to Stockholder 1 400 000		
Charles	Ceded Reinsurance Premiums Payable 329 694		
Other Income and a second	Provision for Reinsurance		
Other Invested Assets 2,187,839	Other Liabilities		
TOTAL INVESTMENTS 17,603,992			
17,603,992	TOTAL LIABILITIES 18,961,860		
Investments in Affiliates:			
Chubb Investment Holdings, Inc	Capital Stock20,980		
Pacific Indemnity Company	Paid-In Surplus		
Executive Risk Indemnity Inc	Unassigned Funds		
Chubb Insurance Investment Holdings Ltd 1,020,650			
CC Canada Holdings Ltd			
Great Northern Insurance Company	SURPLUS TO POLICYHOLDERS 13,278,705		
Chubb Insurance Company of Australia Ltd. 404,845	15/215/700		
Vigilant Insurance Company			
Chubb European Investment Holdings SLP 294,200			
Other Affiliates			
Premiums Receivable			
Other Assets			
	TOTAL LIABILITIES AND SURPLUS		
TOTAL ADMITTED ASSETS \$ 32,240,565	TO POLICYHOLDERS \$ 32,240,565		
Investments are valued in accordance with requiremen	ts of the National Association of Insurance Commissioners.		
At December 31, 2015, investments with a carrying value	of \$546,611,273 were deposited with government authorities		
as requ	ired by law.		
State, County & City of New York, - ss:			
Dawn M. Chloros, Assistant Secre			
being duly sworn, deposes and says that the foregoing Sta	tement of Assets, Liabilities and Surplus to Policyholders of said		
Todalar insurance Company on December 31, 2015 is true	and correct and is a true abstract of the Annual Ctatemant of a line.		
Company as filed with the Secretary of the Treasury of the I	United States for the 12 months ending December 31, 2015.		
Capacitoed and awonn to belote the	Third states for the 12 months ending December 31, 2015.		
this March 11, 2016.			
•	Com was and		
0 H. 11:60	Dun M. Churas		
Jeanette Shipsey Notary Public N	JEANETTE SHIPSEY Assistant Secretary		
Notani Birbiia	otary Public, State of New York		
Notary Public V	No. 02SH5074142		
Cor	Qualified in Nassau County nmission Expires March 10, 2019		
	יייייייייייייייייייייייייייייייייייייי		

Form 15-10-0313A (Rev. 3/16)

PRINCIPAL'S ACKNOWLEDGMENT

State of New York)	
City of New York)	ss:
County of New York)	

On <u>6/20/2016</u> before me, <u>Aklima B Noorhassan</u>

Notary <u>Public</u>, personally appeared <u>Halina Kazmierczak</u> who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in her authorized capacity(ies), and that by her signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Colorado that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(seal)

Signature Aklema B Nool Lass

AKEIMA B NOORHASSAN
Notary Public - State of New York
NO 01 NO6284493
Graditied in Queens County
My Commission Expires Jun 17, 2017

SURETY ACKNOWLEDGMENT

State of New York)

City of New York) ss:

County of New York)

On <u>6/20/2016</u> before me, <u>Aklima B Noorhassan</u>, <u>Notary Public</u>, personally appears <u>Cynthia Farrell</u> who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in her authorized capacity(ies), and that by her signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of New York that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(seal)

Signature Aklema B Noothassa

AKLIMA B NOORHAGSAN
Notary Public - State of Mass Yest
NO. 01NOS284488
Qualified in Queens County
My Commission Expires Jun 17, 2017

CERTIFICATE OF SOLVENCY UNDER SECTION 1111 OF THE NEW YORK INSURANCE LAW

STATE OF NEW YORK DEPARTMENT OF FINANCIAL SERVICES

It is hereby certified that

FEDERAL INSURANCE COMPANY

Of Indianapolis, Indiana

a corporation organized under the laws of the State of Indiana and duly authorized to transact the business of insurance in this State, is qualified to become surety or guarantor on all bonds, undertakings, recognizances, guaranties and other obligations required or permitted by law; and that the said corporation is possessed of a capital and surplus including gross paid-in and contributed surplus and unassigned funds (surplus) aggregating the sum of \$14,741,311,916 (Capital \$20,980,068) as is shown by its sworn financial statement for the year ending December 31, 2013 on file in this Department, prior to audit.

The said corporation cannot lawfully expose itself to loss on any one risk or hazard to an amount exceeding 10% of its surplus to policyholders, unless it shall be protected in excess of that amount in the manner provided in Section 4118 of the Insurance Law of this State.



In Witness Whereof, I have

unto set my hand and affixed

official seal of this Department in the City of Albany, this 8th day of April, 2014.

Benjamin M. Lawsky Superintendent of Insurance

Jacqueline Catalfamo

Special Deputy Superintendent

ADMINISTRATIVE OFFICE 90 ROCKY POINT-YAPHANK ROAD ROCKY POINT, NY 11778

REFERENCES

Company Name:	SUNY @ STONY BROOK
Address:	1500 STONY BROOK ROAD, STONY BROOK NY 11
Contact Person:	BAND BMITH
Telephone: (631)	632 - 9065
Dates of Contract(s)	1995 ≯PRESENT
Company Name:	ST CHAPLES HOSFITAL
Address:	200 BELLE TERRE ROAD, PORT JEFFERSON NY, 1179
Contact Person:	HARRY RADENBERG
Telephone: (631)	474-6352
Date of Contract(s)	1980 -> PRESENT
Company Name:	CABLEVISION
Address:	1111 STEWART AVE, BETHPAGE NY
Contact Person:	PHILIP GRIESCH P.E.
Telephone: (516)	803 - 6223
Date of Contract(s)	1990 - PRESENT

Vendor Name: CARRIER COMMERCIAL SERVICE

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT B - Cost Proposal Form

Contractor Name: CARRIER C	ORPORATION
	outlined in the bid specifications for the two (2)
Please note: Bidders must provide pricing	for each item listed.
Year-1 (2016-2017)	=\$ 17980°
Year-2 (2017-2018)	=\$_17980°
Year-3 (2018-2019)	=\$ 17980
Year-4 (2019-2020)	=\$ 11980
Year-5 (2020-2021)	=\$ 17980
5 Year total cost of Full Maintenance Agree	=\$ 89900°

Signature

Printed Name

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices
90 Rocky Point-Yaphank Road
Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

Bid No.: 17-07 High School/Middle School Chiller Systems Full Maintenance Agreement

Date of Opening: June 21, 2016 11:00 am

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Best Climate Control Corporation	By: Harrian
Vendor Name	Signature
75 Orville Drive	Joseph Farruggia
Street	Print Name and Title
Bohemia, NY 11716	631-218-8022
Town, State, Zip Code	Telephone

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT A - SCOPE OF SERVICES

1) FULL MAINTENANCE

a. Inspect and Report-each inspection will be in accordance with Carrier's standards and, will include, but is not limited to Operating Inspection and Stop Inspection.

Startup and operating Inspections (Four (4) per year): Log equipment noting general condition, operating data, noises, vibration, temperature and pressure. Inspect control and safety devises, check for proper refrigerating solution, lubricant and water level, confirm control and equipment responses, adjust for normal operation, and provide inspection reports including recommendations and corrective actions.

Stop Inspection (One (1) per year): Inspect all rotating devices, coupling and drives, inspect hold down bolts, inspect electrical connections, perform functional checks on control and safety devices, provide inspection report identifying any problem area including recommendations for corrective actions.

- b. Oil and Grease-service includes routine tasks which do not require component disassembly, but may require inspection cover or plate removal. Oil and Grease services will include, but is not limited to, annual oil change, routine lubricating, replace oil filters, replace refrigerant filters, touch up painting, blow down dirt legs/strainers, cleaning of control starter contracts, clean electronic modules, clean drain pans, leak testing of any disassembled joints.
- c. Full Maintenance-Provides for repair or replacement of moving parts that may have failed unexpectedly. Service includes recurring tasks which are performed on a yearly cycle as recommended by the equipment manufacturer. Annual preventative maintenance services will include, but not limited to, replacement of yearly expendable parts, minor adjustments, minor repairs, alignment check, calibrate controls, leak testing of any disassembled joints or interconnecting refrigerant piping, external oil filter change, oil analysis, reporting of findings/recommendation. Full maintenance services will include, but not limited to, motor stators, motor rotors, dip and bake motor winding, major repairs including interconnecting refrigerant piping, all maintainable component repairs. Tube brush cleaning includes tube inspection: Cooler up to one (1) time per three years, Condenser up to one (1) time per year (RP High School) and Air-cooled Condenser up to one (1) time per year (RP Middle School). Note: RP Middle School to drain chilled water loop prior to winterization of evaporator tube bundle.

ATTACHMENT A - SCOPE OF SERVICES (Continued)

- B) <u>UNSCHEDULED/EMERGENCY SERVICE</u>
 Service to be provided "as needed" to diagnose problems and perform minor adjustments between scheduled inspections at no additional cost.
- C) REPLACEMENT PARTS/MATERIALS
 Replacement parts as required for preventative maintenance and emergency services to be included at no additional cost except for water tube bundles.

Contractor Name:	est Climate Control Corporation
Authorized Signatur	Harrigg

ADMINISTRATIVE OFFICE 90 ROCKY POINT-YAPHANK ROAD ROCKY POINT, NY 11778

REFERENCES

Company Name:	Yonkers Public Schools
Address:	One Larkin Center, Yonkers, NY 10701
Contact Person:	Tom Annunziata, Construction Inspector
Telephone: ()	(914) 376-8008
Dates of Contract(s)	2011-2015
Company Name:	Town of East Hampton
Address:	159 Pantigo Road, East Hampton, NY 11937
Contact Person:	Richard Webb, Maintenance Director
Telephone: ()	(631) 603-6032
Date of Contract(s)	2010-2014
Company Name:	Nassau Community College
Address:	1 Education Drive
Contact Person:	Garden City, NY 11530
Telephone: ()	(516) 805-9235
Date of Contract(s)	2002-2015

Vendor Name: Best Climate Control Corporation

AFFIDAVIT OF COMPLIANCE

STATE OF New York

CO	U۱	N٦	ΓΥ	O	F	Sı	ıffo	lk
	_	•		_	•	O.	4110	111

en mindage	Joseph Farruggia	,	being duly sworn, depose	es and says:			
1)	That (s)he is an cand that (s)he ha	officer or representa s the authority to si	ative of Best Climate Control gn this affidavit.	Corporation			
2)	This affidavit is offered as an inducement to the Rocky Point Union Free School District to award to Best Climate Control Corporation such purchase contracts for goods or services as directed by the Board of Education, in accordance with New York State law and with District policy.						
3)	That no Officer, Emp Employee, in any po Free School District	isilion. Administrato	er of the above referenced or or Board Member at the osed below.	d vendor is an Rocky Point Union	1		
	That no Officer, Employee or Stockholder of the above-referenced vendor is related to an employee in any position, administrator or Board Member, at the Rocky Point Union Free School District other than as disclosed below:						
Em	ndor: List Officer, ployee or ckholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties			
		Harry Signed			- - - -		
Swi Day	orn to before me this of June	_20th 20_16		Date	ع (اعمار		
Not Sea	O	LISA M. STOLZ y Public, State of New No. 01ST4961172 palified in Suffolk Cour on Expires January 22	nty つく A &	•			

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

Secretary

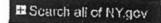
- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- b. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c. No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.

e.	The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal in behalf of the corporate bidder.
	Signature ()
	<u>President</u> Title

RESOLUTION-for corporate bidders only

RESOLVED that Joseph Farruggia	be authorized to sign and submit the bid or
proposal of this corporation for the following project	ι,
Bid No.: 17-07 High School/Middle School Chiller Syste	ems Full Maintenance Agreement
and to include in such bid or proposal the certificate	
hundred three-d of the General Municipal Law as t	he act and deed of such corporation, and for
any inaccuracies or misstatements in such certification	te this corporate bidder shall be liable under
the penalties of perjury.	
The foregoing is a true and correct copy of the resol	ution adopted by Best Climate Control
Corporation at a meeting the 20th day of Ju	une 2016 and is still in full force and the
20th day of June 2016.	
- Augustinian	
Seal of the Corporation	
1 miles	





New York State Department of Labor

Prevailing Wage

Uncomployment Donestra

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Publisadens

Wage Schedule · Submit Notice Of Award · Submit Notice Of Project Completion

PRC#: 2016005357

Type of Contracting Agency: Local School District

Acceptance Status: Accepted Article 8

Contracting Agency

Rocky Point UFSD Debra Hoffman Purchasing Agent Administrative Office 90 Rocky Point-Yaphank Rd Rocky Point NY 11778

(631) 849-7563 (631) 849-7556 Fax dhoffman@rockypoint.k12.ny.us Send Reply To

Best Climate Control Corporation Joseph Farruggia, President 75 Orville Drive Bohemia, NY 11716 (631) 218-8022 (631) 218-8023

Jfarruggia@bcchvac.com

Project Information

Project Title Chiller Maintenance Agreement

Description of Work Full Maintenance Agreement to provide full maintenance and repair on two Chillers at the Rocky Point

HS and MS.

Contract Id No. 17-07

Project Locations(s) Rocky Point HS/MS

Route No / Street Address 82 RP-Yaphank Rd/76 RP-Yaphan

Village / City Rocky Point Town Rocky Point State / Zip NY 11778

Nature of Project Other Reconstruction, Maintenance, Repair or Alteration

Approximate Bid Date 06/21/2016

Checked Occupation(s) Construction (Building, Heavy & Highway, Sewer, Water, Tunnel)

Applicable Counties

Suffolk

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT B – Cost Proposal Form

Contractor Name: Best Climate Control Corp	oration			
Contractor agrees to perform the work as ou Chillers as specified herein.	tlined in the bid specifications for the two (2)			
Please note: Bidders must provide pricing for	Please note: Bidders must provide pricing for each item listed.			
Year-1 (2016-2017)	=\$ 57,000.00			
Year-2 (2017-2018)	=\$ 60,200.00			
Year-3 (2018-2019)	=\$ 63,700.00			
Year-4 (2019-2020)	=\$_67,200.00			
Year-5 (2020-2021)	=\$_73,500.00			
5 Year total cost of Full Maintenance Agree	ement =\$_321,600.00			
Signature Farrugg	June 20, 2016 Date			
Joseph Farruggia Printed Name				

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

> Bid No.: 17-07 High School/Middle School Chiller Systems Full Maintenance Agreement

> > Date of Opening: June 21, 2016 11:00 am

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

SPECIFICATIONS

<u>TERM</u>: July 1, 2016 through June 30, 2017. District has the right to renew the agreement for an additional four (4) years, in 1-year intervals, subject to Board of Education approval. The District may terminate the contract for any reason by giving thirty (30) days written notice.

SCOPE: The scope of this contract is to provide full maintenance-labor and materials to include start up, operating inspections, preventative maintenance, repair and emergency service for two (2) Carrier Chillers as specified herein. All maintenance shall be performed in accordance with the Carrier Corporation operating and procedure manual. The contractor will provide labor, materials and equipment for emergency and unscheduled work 24 hours a day 7 days a week as part of this contract.

Equipment and location:

Carrier Water Cooled Chiller Model # 30HXC076RY-5-AA Serial # 3309Q17814
Located at Rocky Point High School-82 Rocky Point-Yaphank Rd, Rocky Point, NY 11776

Carrier Air Cooled Chiller Model # 30RBF1605-H3J-K Serial # 3414Q81108 Located at Rocky Point Middle School-76 Rocky Point-Yaphank Rd, Rocky Point, NY 11776

The Contractor shall determine that the equipment is in good working order, assure all maintenance has been provided and submit a written report to the Director of Facilities. The Contractor will be responsible for performing preventative maintenance at specific intervals. This will enable the detection and prediction of potential equipment failures and identify potential problems and take corrective action to provide a reduction in downtime and equipment failure. The Contractor shall be responsible for providing all equipment, materials and tools required to perform these services at no additional cost to the Rocky Point Schoo District with the exclusion of water tube bundle repair/replacement.

BIDDER QUALIFICATIONS:

The Contractor shall ensure that any technician performing services or tests on any equipment is fully trained and qualified to perform the required services. Contractor must have a minimum of two (2) current technician employees with valid training certifications from Carrier on model chiller units as specified.

Contractor must have five (5) years of experience, and Contractor's technician must have at least three (3) years of experience servicing Carrier Chiller Units.

Contractor must submit documentation to verify the qualifications as stated above.

AVAILABILITY OF TECHNICIANS:

Contractor shall be made available within three (3) business days or sooner for scheduled maintenance. Contractor shall be available to provide "emergency" services within four (4) hours, 24 hours per days, 7 days per week, 365 days per year. Contractor must maintain adequate staff necessary for timely service. Under no circumstances will the successful bidder be permitted to sublet any part of the work that may be required. All work performed shall be under the direction of the Director of Facilities, or his authorized representative.

SERVICE REQUIREMENTS:

Any equipment to be replaced shall be new and shall be Carrier OEM. All substitutes for the original manufacturer's equipment must be approved by the Director of Facilities before installation.

Any equipment replaced by the Contractor during the contract period shall be guaranteed for one (1) year from the date of replacement and if found defective during that time, replaced at no cost to the District.

Successful bidder will be responsible for removing any debris daily caused by the work being performed. Contractor shall haul away all expended oil and debris resulting from work and must leave all school premises in a neat and broom-clean condition at all times.

Awarded Contractor must comply with all applicable laws including, but not limited to, Prevailing Wage, Workers Compensation, Labor Laws, and OSHA rules and regulations that may be in effect or may come into effect during the full terms of this contract. Contractor must abide by all Federal, State, County and local laws regulating the service to be provided in this contract.

Contractor will be responsible for traffic control if applicable and shall provide all signs, fluorescent cones, barricades and tape as necessary to secure work site.

<u>SCHEDULING</u>: All approved work is to be scheduled with Mr. Paul Martinez, Director of Facilities or his authorized representative.

<u>REFERENCES</u>: Contractor shall provide with their bid a minimum list of at least 3 references with current contact person, address, phone and fax numbers and/or e-mail address. References must be for locations where similar or same service has been performed in school districts, municipalities or commercial building properties of similar scope and size as the Rocky Point Union Free School District.

PREVAILING WAGE: Contractor agrees to comply with the New York State DOL Prevailing Wage Rate Schedule when/if applicable for personnel providing service under this contract. The wages paid under this contract shall not be less than the prevailing wages and supplements as set forth by law. The contractor is required to keep informed of all changes during the term of this contract that apply to individuals supplied by the vendor for this contract. Contractor is solely liable for and must pay such required prevailing wage adjustments during the contract term as required by law. The Department of Labor PRC# for this HIGH SCHOOL/MIDDLE SCHOOL CHILLER PREVENTATIVE MAINTENANCE Bid Contract is: PRC# 2016005357.

Prevailing wages are available online at: https://applications.labor.ny.gov/wpp/publicViewProject.do?method=showlt&id=1287964

INSURANCE: Awarded Contractor must provide Certificates of Insurance as specified in this bid specification. The Rocky Point Union Free School District is to be listed as an "Additionally Insured". Contractor is to provide the district with certificate of insurance evidencing this requirement prior to the commencement of work under this contract. Absolutely no service is to be performed without a current insurance certificate on file with the District.

PRE-BID MEETING TO VIEW THE EQUIPMENT COVERED UNDER THIS FULL MAINTENANCE AGREEMENT: It is strongly recommended that proposed bidder schedule a walkthrough to view the equipment covered under this agreement. Once bid award is made, no additional costs will be incurred by the District from vendor's failure to schedule and attend a pre-bid meeting. Please contact Paul Martinez, Director of Facilities, at (631) 849-7240 to schedule this meeting.

AWARD OF CONTRACT: The award of this contract shall be made to the lowest, reliable, responsible bidder who, in the opinion of the Rocky Point Union Free School District is qualified to perform the work. All work performed under this contract shall be done by skilled personnel with the necessary experience to perform such service. Please do not bid any other term. This contract shall be awarded for a 1-year term, July 1, 2016 through June 30, 2017 with an option to renew the agreement for an additional four (4) years in 1-year intervals upon the mutual consent of both the Contractor and School District. ***Note that Prevailing Wage increases will not be allowed in Bid Contract extension periods.

TOTAL COST:

The total cost for this Full Preventative Maintenance Agreement shall include the startup, operating inspection, oil and grease service, annual preventative maintenance service and all necessary repair labor, emergency repair labor and replacement parts. This includes, but is not limited to: all rotating assemblies, compressor valves/plates/cylinders, bearings, complete equipment leak testing, evacuation and dehydration where applicable, motor stators, motor rotors, dip and bake motor winding where applicable, major repairs including inter-connecting refrigerant piping, and all maintainable component repairs.

INVOICING:

Cost of Full Maintenance Agreement may be billed in quarterly installments, with proper Invoice, and all required backup documentation.

<u>IMPORTANT NOTE</u>: Copies of contractor's Certified Payroll for periods in which district work has been performed are required to be submitted with all invoicing. This documentation can be found on the Department of Labor website http://labor.ny.gov/formsdocs/wp/pwformsandpublications.shtm under Payroll Certification. Failure to provide documentation may be cause for delay of all payments.

METHOD OF AWARD:

The award will be made to the vendor who has the lowest responsive and responsible bid based on the grand total of Years 1-5, on Attachment B-Bid Proposal Form.

Note: Bidders MUST bid on all years listed on the Bid Proposal Form.

The 5 Year Grand Total Bid amount of the successful bidder shall be used to establish the estimated contract value.

PLEASE NOTE:

All questions or comments regarding this bid proposal are to be forwarded only <u>in writing</u> to Debra Hoffman, Purchasing Agent at:

Rocky Point UFSD Administrative Office 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778

FAX: (631) 849-7556

E-Mail: dhoffman@rockypoint.k12.ny.us

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT A - SCOPE OF SERVICES

1) FULL MAINTENANCE

a. Inspect and Report-each inspection will be in accordance with Carrier's standards and, will include, but is not limited to Operating Inspection and Stop Inspection.

Startup and operating Inspections (Four (4) per year): Log equipment noting general condition, operating data, noises, vibration, temperature and pressure. Inspect control and safety devises, check for proper refrigerating solution, lubricant and water level, confirm control and equipment responses, adjust for normal operation, and provide inspection reports including recommendations and corrective actions.

Stop Inspection (One (1) per year): Inspect all rotating devices, coupling and drives, inspect hold down bolts, inspect electrical connections, perform functional checks on control and safety devices, provide inspection report identifying any problem area including recommendations for corrective actions.

- b. Oil and Grease-service includes routine tasks which do not require component disassembly, but may require inspection cover or plate removal. Oil and Grease services will include, but is not limited to, annual oil change, routine lubricating, replace oil filters, replace refrigerant filters, touch up painting, blow down dirt legs/strainers, cleaning of control starter contracts, clean electronic modules, clean drain pans, leak testing of any disassembled joints.
- c. Full Maintenance-Provides for repair or replacement of moving parts that may have failed unexpectedly. Service includes recurring tasks which are performed on a yearly cycle as recommended by the equipment manufacturer. Annual preventative maintenance services will include, but not limited to, replacement of yearly expendable parts, minor adjustments, minor repairs, alignment check, calibrate controls, leak testing of any disassembled joints or interconnecting refrigerant piping, external oil filter change, oil analysis, reporting of findings/recommendation. Full maintenance services will include, but not limited to, motor stators, motor rotors, dip and bake motor winding, major repairs including interconnecting refrigerant piping, all maintainable component repairs. Tube brush cleaning includes tube inspection: Cooler up to one (1) time per three years, Condenser up to one (1) time per year (RP High School) and Air-cooled Condenser up to one (1) time per year (RP Middle School). Note: RP Middle School to drain chilled water loop prior to winterization of evaporator tube bundle.

ATTACHMENT A – SCOPE OF SERVICES (Continued)

UNSCHEDULED/EMERGENCY SERVICE B)

Service to be provided "as needed" to diagnose problems and perform minor adjustments between scheduled inspections at no additional cost.

REPLACEMENT PARTS/MATERIALS C)

Replacement parts as required for preventative maintenance and emergency services to be included at no additional cost except for water tube bundles.

Contractor Name: Commercial Instrumentation Services

Authorized Signature: Let Your

ADMINISTRATIVE OFFICE 90 ROCKY POINT-YAPHANK ROAD ROCKY POINT, NY 11778

REFERENCES

Company Name:	Middle Country Central School District
Address:	25 North Brityde Path Selden 11784
Contact Person:	Frank Fiorino, Hiorino Dmcssd.net
Telephone: ()	(631) 285-8830, Fax: (631) 285-8831
Dates of Contract(s)	12/2011-2013, 2012-Covert
Company Name:	Eastport South Manor Central School District
Address:	149 Dayton Ave Manorulle NY 11949
Contact Person:	honald Ryan, ryanr Desmonline.org
Telephone: ()	(631) 801-3046 Fax: (631) 874-6483
Date of Contract(s)	3/2012-3/2014, 2013- Current
Company Name:	Bosevelt Union Free School District
Address:	240 Denton Place Brosevett NY 11575
Contact Person:	Snott Saperstein, scaperstein@rofsd.org
Telephone: ()	(516) 345- 7018 Fax (516) 345-7323
Date of Contract(s)	12/2014 - Corrent

Vendor Name Commercial Instrumentation Services

AFFIDAVIT OF COMPLIANCE

STATE OF

	STATE OF			
COUNTY OF	Sul	Ffolk		
Le	efin	querra	_, being duly sworn, depose	es and says:
1) That (s	s)he is an o at (s)he ha	/ officer or represer s the authority to	ntative of <u>Commercial Indra</u> sign this affidavit.	mentation Services
This affidavit is offered as an inducement to the Rocky Point Union Free School District to award to <u>Commercial Instrumentation Services</u> such purchase contracts for goods or services as directed by the Board of Education, in accordance with New York State law and with District policy.				
3) That no Officer, Employee or Stockholder of the above referenced vendor is an Employee, in any position, Administrator or Board Member at the Rocky Point Union Free School District other than as disclosed below.				
4) That no Officer, Employee or Stockholder of the above-referenced vendor is related to an employee in any position, administrator or Board Member, at the Rocky Point Union Free School District other than as disclosed below:				
Vendor: List Off Employee or Stockholder's N		Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
hee Inquer				
		Signed		Date 6/2 \/(
Sworn to before	e me this	2/15+	- •	
Notary Public	luI	YNEGON		
Seal		otary Public State of Ne No. 01M06108504 Qualified in Suffolk Cou mmission Expires April 1	w York	

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

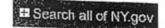
The undersigned herby certifies that:

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- b. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c. No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.

e.	The attached hereto (if a corporate bidder) is a certified copy of resolution
	authorizing the execution of this certificate by the signator of this bid or proposal
	in behalf of the corporate bidder.
	Let HVVIII
	Signature
	Tresident
	Title

RESOLUTION-for corporate bidders only
RESOLVED that Lee FIN CUENTO be authorized to sign and submit the bid or proposal of this corporation for the following project, HICH SCHOOL MICHESCHOOL and to include in such bid or proposal the certificate as to non-collusion required by Section one hundred three-d of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies or misstatements in such certificate this corporate bidder shall be liable under the penalties of perjury.
The foregoing is a true and correct copy of the resolution adopted by Comparcial Influence Corporation at a meeting the day of DIC 2019 and is still in full force and the Silver and the
Seal of the Corporation Secretary





New York State Department of Labor

Prevailing Wage

Unemployment Benefits

Carrier Services

Business. Services

Protection

Forms and Publications

Home

Send Reply To

Wage Schedule · Submit Notice Of Award · Submit Notice Of Project Completic

PRC#: 2016005357

Type of Contracting Agency: Local School District

Acceptance Status: Accepted Article 8

Contracting Agency

Rocky Point UFSD Debra Hoffman Purchasing Agent Administrative Office 90 Rocky Point-Yaphank Rd Rocky Point NY 11778

(631) 849-7563 (631) 849-7556 Fax dhoffman@rockypoint.k12.ny.us

Project Information

Project Title Chiller Maintenance Agreement

Description of Work Full Maintenance Agreement to provide full maintenance and repair on two Chillers at the Rocky Point

Contract Id No. 17-07

Project Locations(s) Rocky Point HS/MS

Route No / Street Address 82 RP-Yaphank Rd/76 RP-Yaphan

Village / City Rocky Point Town Rocky Point

State / Zip NY 11778

Nature of Project Other Reconstruction, Maintenance, Repair or Alteration

Approximate Bid Date 06/21/2016

Checked Occupation(s) Construction (Building, Heavy & Highway, Sewer, Water, Tunnel)

Applicable Counties

Suffolk



Safety

CERTIFICATE NO. 3847905245

JOSE D. PEREZ

Has successfully completed training and is certified in the safe handling of R-410A.

R-410A is also known as "AZ-20", "Suya 410A", and "Puren".
[Tag above in " are trademark names of Roneyvell, Hugont, and Carrier core.



Safety

CERTIFICATE NO.

03848045245

ANDREW P. CRIVELLO

Has successfully completed training and is certified in the safe handling of R-410A.

R-410A is also known as "AZ-20", "Suva 410A", and "Puron". (The above in " are trademark names of Honeywell, Dupont, and Carrier respectively.)

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT B – Cost Proposal Form

Contractor Name: CIS		
Contractor agrees to perform the work as outlined in the bid specifications for the two (2) Chillers as specified herein.		
Please note: Bidders must provide pricing for each item listed.		
Year-1 (2016-2017)	=\$ <u>50,000</u>	
Year-2 (2017-2018)	=\$55,000	
Year-3 (2018-2019)	=\$ 60,000	
Year-4 (2019-2020)	=\$ 65,000	
Year-5 (2020-2021)	=\$ <u>70,000</u>	
5 Year total cost of Full Maintenance Agree	ment =\(\frac{300}{500}\)	

Signature

Printed Name

 $\frac{6/21/16}{\text{Date}}$

ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-07 High School/Middle School Chiller Systems Full Maintenance Agreement

as specified in the contract documents.

Bids will be received until 11:00 AM., prevailing time on Tuesday, June 21, 2016, at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for Sixty (60) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Friday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 9, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 9, 2016

LEGAL ADVERTISING

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

Bid No.: 17-07 High School/Middle School Chiller Systems Full Maintenance Agreement

Date of Opening: June 21, 2016 11:00 am

	By:	
Vendor Name	Signature	
Street	Print Name and Title	
Town, State, Zip Code	Telephone	

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

ROCKY POINT UNION FREE SCHOOL DISTRICT

GENERAL CONDITIONS

GENERAL

Abstracts of proposals received are not prepared by distribution by the District

Reference to cash discount in the General Conditions not withstanding, cash discount may be offered by Bidder for prompt payment of bills, provided such discount is based on payment of invoice not less than thirty (30) days after satisfactory delivery and/or receipt of invoice, whichever is later.

This bid proposal must not be separated, nor any portion of it removed, as to do so may disqualify your bid.

The bidder shall upon submission of the bid, deliver in accordance with Section 103D of the General Municipal Law, a Non-Collusive Bidding Certificate (enclosed).

Prices as quoted in this bid shall remain in effect without upward revision for the full period of contract.

Firms responding to this bid shall comply with the Prevailing Rate Schedule, Article 9, of the New York State Labor Law, as changed or amended during the contract period, which forms an integral part of the Bid Specifications.

PERIOD OF CONTRACT

This contract shall cover the period from $\frac{7/01/16}{1}$ through $\frac{6/30/17}{1}$, with the District's option to renew the agreement for an additional four (4) years in 1-year intervals, subject to Board of Education approval. The District may terminate the contract for any reason by giving thirty (30) days written notice.

SPECIAL

The services required to be performed by this bid must comply with any and all Federal, State, Municipal and Local Laws pertinent thereto, in addition to the rules and regulations of any Administrative Agency having jurisdiction thereof, together with any amendments to said laws, rules and regulations.

RESERVATION

The school district shall order the articles specified in this bid from the successful bidder/s, subject to the availability of appropriated funds, i.e. budget approved and passed by the voters of the district at an annual election held by the district for that purpose.

The contract may be canceled or annulled by the district upon non-performance of contract terms or failure of the Contractor to furnish performance surety within ten (10) days from date of request. Any unfulfilled deliveries against such contract may be purchased from other sources at the Contractor's expense.

ROCKY POINT UNION FREE SCHOOL DISTRICT

GENERAL CONDITIONS

HOLD HARMLESS

The Contractor agrees to indemnify and save harmless the Rocky Point Union Free School District against any and all liability, loss, damage, cost or expenses which the Rocky Point Union Free School District may hereafter incur, suffer, or be required to pay by the reason of injury to any person or persons through the negligent or willful act of the Contractor or sub-contractor or the servants or agents of the Contractor or sub-contractor or for any other reason whatsoever arising out of the performance of said contract.

In the event that any action suit or proceeding is brought against the Rocky Point Union Free School District upon any liability arising out of the contract hereinbefore mentioned, the said Rocky Point Union Free School District shall give notice in writing thereof to the Contractor by certified mail-return receipt requested, addressed to the Contractor at the address herein given. Upon receipt of such notice the Contractor at his or its own expense shall defend against such claim, action or proceeding and take all such steps as may be necessary or proper therein by preventing the entry of a judgment or order against the Rocky Point Union Free School District and to do whatever else may be necessary to protect the interest of the Rocky Point Union Free School District.

IRAN DIVESTMENT ACT

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2013" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should the Rocky Point UFSD receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, Rocky Point UFSD will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Rocky Point UFSD shall take such action as may be appropriate and provided for by law, vile, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Rocky Point UFSD reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

ROCKY POINT UNION FREE SCHOOL DISTRICT

GENERAL CONDITIONS

INSURANCE REQUIREMENTS-CONTRACTOR

The Contractor shall purchase and maintain during the life of the contract the following insurance. This insurance must be purchased from a New York State licensed, A.M. Rated "A" or "A+" carrier. The Rocky Point Union Free School District and the Rocky Point Board of Education, with the exception of Workers' Compensation and Employers Liability Insurance, shall be named as additional insured and certificate holder. An original of the certificate shall be mailed to the District, with a provision that in the event the policies are either canceled or diminished, at least 30 days prior written notice by certified mail, return receipt requested, thereof shall be given to the District. Any endorsements affecting coverage for additional insured must be attached to the certificate. The Contractor shall not commence work under this contract until they have obtained all insurance as required and such insurance has been approved by the District.

The Contractor shall require any subcontractor(s) to provide all of the requirements of this section before any work is to commence. In addition, all subcontractors must carry statutory Workers' Compensation and Employers Liability Insurance for their employees.

I. For All Coverages:

Any deductible or self-insured retentions must be declared to and approved by the District. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the District, its Board of Education, (Board) officers, employees or volunteers.

II. Commercial General Liability Insurance:

"Occurrence" form, including Premises-Operations, Products-Completed Operations, Contractual, Personal Injury, Owner-Contractor Protective and Fire Damage Legal Liability. Coverage shall be in, at minimum, the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate.

III. Comprehensive Automobile Liability Insurance:

On owned, hired, leased, or non-owned motor vehicles in the amount of \$1,000,000 per occurrence, Combined Single Limit. Policy should include code 1-"any auto" and Insurance Services Office (I.S.O.) endorsement CA 0029 (Ed. 12/88)-Changes in Business Auto and Truckers Coverage.

With regard to Comprehensive Automobile and Commercial General Liability coverages, the policies shall be endorses to contain the following provisions:

- Contractor's insurance coverage shall be primary insurance as respects the District, its Board, officers, employees and volunteers.
- Any insurance or self-insurance maintained by the District, its Board, officers, Employees and volunteers shall be excess of the Transportation Company's

Insurance and shall not contribute to it.

• The District and its Board shall enjoy all rights and privileges of the policy contract without the responsibility to pay premiums

IV. Workers' Compensation and Employers Liability:

Statutory Workers' Compensation and Employers Liability Insurance for all of his employees to be engaged in work under the contract and if such work is sublet, the contract shall require the subcontractor to maintain similar coverage for all of his employees.

V. Aircraft and Watercraft Liability (If applicable):

An owned and non-owned aircraft or watercraft (if used during the project), in the amount of \$1,000,000 per occurrence.

INSPECTION AND INFORMATION

EXAMINATION OF THE SITE, CONTRACT DOCUMENTS AND OTHER RELEVANT MATERIAL:

Each bidder shall visit the site of the proposed work, fully acquaint and familiarize himself with conditions as they fully exist and the character of the operations to be carried on under the proposed contract and make such investigations as he may see fit so that he may fully understand the facilities, difficulties and restrictions attending the execution of the work under this contract. The failure or omission of any bidder to receive or examine any form, instrument or document or any part of the contract documents or to visit the site and acquaint himself with conditions there existing, shall in no way relieve any bidder from any obligations with respect to this proposal, including that of furnishing the material and labor necessary to complete the performance of all the provisions of the proposed contract and the contemplated work therein. By submitting a proposal, the bidder represents and agrees that he has carefully examined and investigated the site and all other matters which in any way affect the work or performance of the contract. As a result of such examination he fully understands the intent and purpose thereof, and his obligations thereunder and that he will not make any claim for or have any right to damages because of any lack of information.

In the event alterations may be necessary to accommodate the Contractor's equipment such alterations shall be made at the sole expense of the contractor and the consent of the school district.

Additional information may be obtained by contacting the Purchasing Agent at 631-849-7563.

PREVAILING WAGE RATE SCHEDULE

This contract is subject to all New York State Labor Laws and Prevailing Wage regulations. As per article (s) 8 and 9, of the New York State Labor Laws, wages paid for the performance of this contract shall not be less than those listed as minimum by the New York State Commissioner of Labor for the occupations listed. Prevailing wage schedule is attached.

ROCKY POINT UNION FREE SCHOOL DISTRICT

GENERAL CONDITIONS

The Contractor shall further be responsible for making any necessary adjustments to the wages paid for performance of this contract as required by the New York State Labor Laws.

Every Contractor and subcontractor shall submit to the Department of Jurisdiction (Contracting Agency), within thirty (30) days thereafter, a transcript of the original payrolls, subscribed and affirmed as true under penalty of perjury. The Department of Jurisdiction (Contracting Agency) shall receive and maintain such payrolls.

Bidders are cautioned that if they submit a bid which is beneath the wage rate, they are not relieved from the responsibility to pay their employees in accordance with the New York State published mandated "prevailing rate schedule".

In accordance with Prevailing Wage Law, all invoices must be submitted with certified payroll documentation.

EXTENSION CLAUSE

Extension Clause-Sixty (60) days prior to the termination of the contract, the parties, upon mutual written agreement, may extend the term for one (1) year and if extended as aforesaid, the parties may again, upon mutual written agreement, extend the contract for three (3) additional one-year periods at the stated rates, under the same terms and conditions.

(For the purchase of materials, supplies and equipment)

All invitations to bid issued by the above name School District will bind bidders and successful bidders to the conditions and requirements set forth in these general conditions, and such conditions shall form an integral part of each purchase contract awarded by the School District.

- 1. The date and time of bid opening will be given in the Notice to Bidders.
- 2. All bids must be submitted on and in accordance with forms provided by the board.
- 3. All bids received after the time stated in the Notice to Bidders may not be considered and will be returned to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the school district. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
- 4. All information required by Notice to Bidders, Specifications and Bid Offer in connection with each item against which a bid is submitted, must be given to constitute a regular bid.
- 5. The submission of a bid will be construed to mean that the bidder is fully informed as to the extent and character of the supplies, materials or equipment required and a representation that the bidder can furnish the supplies, materials, or equipment satisfactorily in compliance with the specifications.
- 6. No alteration, erasure or addition is to be made in the typewritten or printed manner. Deviation from the specifications must be set forth in space provided in bid for this purpose.
- 7. Prices and information required, except signature of bidder, should be typewritten for legibility. Illegible or vague bids may be rejected. All signatures must be written. Facsimile, printed or typewritten signatures are not acceptable.
- 8. Sales to school districts are not affected by any fair trade agreements. (General Business Law, Ch. 39, Sec 369-a, Sub.3, L. 1941)
- 9. No charge will be allowed for federal, state or municipal sales and excise taxes since the school district is exempt from such taxes. The price bid shall be net and shall not include the amount of any such tax. Exemption certificates, if required, will be furnished on forms provided by the bidder.
- 10. In all specifications, the words "or equal" are understood after each article giving manufacturer's name or catalog reference, or on any patented article. The decision of the school district as to whether an alternate or substitution is in fact "equal" shall be final. If bidding on items other than those specified, bidder must in every instance give the trade designation of the article, manufacturer's name, and detailed specification of item he proposes to furnish. Otherwise, bid will be construed as submitted on the identical item as specified.

- 11. Bids on equipment must be on standard new equipment, of latest model and in current production, unless otherwise specified.
- 12. All regularly manufactured stock electrical items must bear the label of the Underwriters' Laboratories, Inc.
- 13. When bids are requested on a lump sum basis, bidder must bid on each item in the lump sum group. A bidder desiring to bid "no charge" on an item in a group must so indicate; otherwise bid for the group may be rejected.
- 14. All prices quoted must be "per unit" as specified; e.g., do not quote "per case" when "per dozen" is requested; otherwise, bid may be rejected.
- 15. Bidder must insert the price per unit and the extensions against each item in his bid. In the event of a discrepancy between the unit price and the extension, the unit price will govern. Prices shall be extended in decimals, not fractions.
- 16. **Prices shall be net**, including transportation and delivery charges fully prepaid by the successful bidder to destination indicated in the proposal. If award is made on any other basis, transportation charges must be prepaid by the successful bidder and added to the invoice as a separate item. In any case, title shall not pass until items have been delivered and accepted.
- 17. a. The bid has been arrived at by the bidder independently and has been submitted without collusion with any other vendor of materials, supplies or equipment of the type described in the invitation for bids, and
 - b. The contents of the bid have not been communicated by the bidder, nor, to its best knowledge and belief, by any of its employees or agents, to any person not an employee or agent of the bidder or its surety on any bond furnished herewith prior to the official opening of the bid.
 - c. That to his knowledge no member of the Board of Education of the Rocky Point Union Free School District or any officer or employee or person whose salary is payable in whole or in part from the treasury of said Board of Education is directly or indirectly interested in this bid or in the supplies, materials, equipment, work or service to which it relates, or in any portion of the profits thereof.

18. All bids must be sealed. They may be submitted either in plain, opaque, envelopes or in those furnished by the school district. All bids must be addressed to:

Rocky Point Union Free School District
Administrative Offices
90 Rocky Point-Yaphank Road
Rocky Point, NY 11778
Attention: Business Office

Bid envelopes must be clearly marked "Bid". Also the date and time of the bid opening as indicated on the Notice to Bidders must appear on the envelope. Bids must not be attached to or enclosed in packages containing bid samples. Telegraphed bids may be considered at the discretion of the school district. Telephoned quotations or amendments will not be accepted at any time.

- 19. No interpretation of the meaning of the specifications or other contract document will be made to any bidder orally. Every request for such interpretation should be in writing, addressed to the school district, not later than five (5) days prior to the date fixed for the opening of bids. Notice of any and such interpretations and any supplemental instructions will be sent to all bidders of record by the school district in the form of addenda to the specifications. All addenda so issued shall become a part of the contract documents.
- 20. If the supplies, materials or equipment are to be delivered over an extended period of time, or if the specifications so state, then the successful bidder may be required to execute an agreement in relation to the performance or his contract. such agreement to be executed by the bidder within 15 days after notification to execute such contract. If the specifications so state, the successful bidder also may be required to furnish a performance bond equal to the full amount of the contract to guarantee the faithful performance of such contract. performance bond shall be maintained in full force and effect until the contract shall have been fully performed. The surety company furnishing such performance bond shall be authorized to do business in the State of New York, be a A.M. Best Rated "A" or "A+" carrier, and must be satisfactory to the attorney for the school district. The performance bond shall be executed by the successful bidder at the time of the execution of the contract by the successful bidder and the board.
- 21. Each bidder shall include with his bid, a bid bond or certified check in the amount of five percent (5%) of his total bid, drawn in favor of the Board of Education. Such checks or bonds will be returned to unsuccessful bidders as soon as contracts are signed or purchase orders acknowledged by the successful bidders. Bid deposits of successful bidders will be returned upon the satisfactory completion of the contract.

SAMPLES

22. All specifications are minimum standards; and accepted bid samples do not supersede specifications for quality unless bid sample is superior, in which case deliveries must be the same identity and quality as accepted bid sample.

- 23. The school district reserves the right to request a representative sample of the item quoted upon either prior to the award or before shipments are made. If the sample is not in accordance with the requirements of the specification, the school district may reject the bid; or, if award has been made, cancel the contract at the expense of the successful bidder.
- 24. Samples, when required, must be submitted strictly in accordance with instructions; otherwise, bid may not be considered. If samples are requested subsequent to bid opening, they shall be delivered within ten (10) days of the request, or as directed, for bid to have consideration. Samples must be furnished free of charge and must be accompanied by descriptive memorandum invoices indicating if the bidder desires their return and specifying the address to which they are to be returned provided they have not been used or made useless by tests. Award samples may be held for comparison with deliveries. The school district will not be responsible for any samples destroyed or mutilated by examination or testing. Samples shall be removed by the bidder at his expense. Samples not removed within fifteen (15) days after written notice to the bidder will be regarded as abandoned and the school district shall have the right to dispose of them as its own property.
- When a specification indicates that an item to be purchased is to be equal to a sample, such sample will be on display at a designated location in the school district. Failure on the part of the bidder to examine sample shall not entitle him to any relief from the conditions imposed in the proposal, specification, etc.

AWARD

- Awards will be made to the lowest responsible bidder, as will best promote the public interest, taking into consideration the reliability of the bidder, the quality of the materials, equipment or supplies to be furnished, their conformity with the specifications, the purposes for which required, and the terms of delivery.
- 27. The school district reserves the right to reject all bids. Also reserved is the right to reject, for cause, any bid in whole or in part; to waive technical defects, qualifications; irregularities; and omissions if in its judgment the best interests of the district will be served. Also reserved is the right to reject bids and to purchase items on State contract if such items can be obtained on the same terms, conditions, specifications and at a lower price.
- 28. The school district reserves the right to make awards within 120 days after the date of the bid opening during which period bids may not be withdrawn unless the bidder distinctly states in his bid that acceptance thereof must be made within in a shorter specified time.
- 29. Where a bidder is requested to submit a bid on individual items and also on a total sum or sums, the right is reserved to award bids on individual items or on total sums.

- 30. Each bid will be received with the understanding that the acceptance thereof in writing by the school district, approved by the board of education, to furnish any or all of the items described therein shall constitute a contract between the successful bidder and the school district. Contract shall bind the successful bidder on his part to furnish and deliver at the prices and in accordance with the conditions of his bid. Contract shall bind the school district on its part to order from such successful bidder (except in the case of emergency) and to pay for at the contract prices, all items ordered and delivered, within 10 (ten) per cent over or under the award quantity, unless otherwise specified.
- 31. The placing in the mail of a notice of award or purchase order to a successful bidder, to the address given in his bid, will be considered sufficient notice of acceptance of contract.
- 32. If the successful bidder fails to deliver within the time specified, or within reasonable time as interpreted by the school district, or fails to make replacement of rejected articles, when so requested, immediately or as directed by the school district, the school district may purchase from other sources to take the place of the items rejected or not delivered. The school district reserves the right to authorize immediate purchase from other sources against rejections on any contract when necessary. On all such purchases the successful bidder agrees to reimburse the school district promptly for excess costs occasioned by such purchases. Should the cost be less, the successful bidder shall have no claim to the difference. Such purchases will be deducted from contract quantity.
- 33. A contract may be canceled at the successful bidder's expense upon non-performance of contract.
- 34. If the successful bidder fails to deliver as ordered, the school district reserves the right to cancel the contract and purchase the balance from other sources at the successful bidder's expense.
- 35. Cancellation of contract for any reason may result in removal of the successful bidder's name from mailing list for future proposals for an indeterminate period.
- 36. When materials, equipment or supplies are rejected, they must be removed by the successful bidder from the premises of the school district within five (5) days of notification. Rejected items left longer than five (5) days will be regarded as abandoned, and the school district shall have the right to dispose of them as its own property.
- 37. No items are to be shipped or delivered until receipt of an official order from the school district.
- 38. It is mutually understood and agreed that the successful bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract or his right, title, or interest therein or his power to execute such contract, to any other person, company or corporation without the previous written consent of the school district.

INSTALLATION OF EQUIPMENT

- 39. The successful bidder shall clean up and remove all debris and rubbish resulting from his work from time to time as required or directed. Upon completion of the work, the premises shall be left in a neat, unobstructed condition, the buildings broom cleaned and everything in perfect repair and order. Old materials are the property of the successful bidder unless otherwise specified.
- 40. Equipment, supplies and materials shall be stored at the site only on the approval of the school district and at the successful bidder's risk. In general, such on-site storage should be avoided to prevent possible damage or loss of the material.
- 41. Work shall be progressed so as to cause the least inconvenience to the school district and with proper consideration for the rights of other successful bidders or workmen. The successful bidder shall keep in touch with the entire operation and install his work promptly.
- 42. Bidders shall acquaint themselves with conditions to be found at the site and shall assume all responsibility for placing and installing the equipment in the locations required.
- 43. Equipment for trade-in shall be dismantled by the successful bidder and removed at their expense. The condition of the trade-in equipment at the time it is turned over to the successful bidder shall be the same as covered in the specifications, except as affected by normal wear and tear from use up to the time of trade-in. All equipment is represented simply "as is". Equipment is available for inspection only at the delivery point listed for new equipment, unless otherwise specified.

GUARANTEES BY THE SUCCESSFUL BIDDER

- 44. The successful bidder guarantees:
 - a. His products against defective material or workmanship and to repair or replace any damages or marring occasioned in transit.
 - b. To furnish adequate protection from damage for all work and to repair damages of any kind for which he or his workmen are responsible, to the building or equipment, to his own work, or to the work of other successful bidders.
 - c. To carry adequate insurance to protect the school district from loss in case of accident, fire, theft, etc.
 - d. That all deliveries will be equal to the accepted bid sample.
 - e. That the equipment or furniture offered is standard, new, latest model of regular stock product or as required by the specifications, with parts regularly

used for the type of equipment or furniture offered; also that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice. Every unit delivered must be guaranteed against faulty material and workmanship for a period of at least one year from date of delivery. If during this period such faults develop, the successful bidder agrees to replace the unit or the part affected without cost to the school district.

Any merchandise provided under the contract which is or becomes defective during the guarantee period shall be replaced by the successful bidder free of charge with the specific understanding that all replacements shall carry the same guarantee as the original equipment (one year from the date of acceptance of the replacement). The successful bidder shall make any such replacement immediately upon receiving notice from the school district.

- 45. Delivery must be made as ordered and in accordance with the proposal and specification. If delivery instructions do not appear on order, it will be interpreted to mean prompt delivery (not to exceed 30 days). The decision of the school district as to reasonable compliance with delivery terms shall be final. Burden of proof of delay in receipt of order shall rest with the successful bidder. Failure to deliver because of delayed payments or for any other reason except that described in Paragraph 52 will be cause for open market purchase at the expense of the successful bidder.
- 46. The school district will not schedule any deliveries for Saturdays, Sundays or legal holidays, except commodities required for daily consumption or where the delivery is an emergency, a replacement or is overdue, in which event the convenience of the school district shall govern.
- 47. Items shall be securely and properly packed for shipment, storage and stocking in new shipping containers and according to accepted commercial practice, without extra charge for packing case, bailing or sacks.
- 48. The successful bidder shall be responsible for delivery of items in good condition at point of destination. He shall file with the carrier all claims for breakage, imperfections and other losses, which will be deducted from invoices. The receiving school district will note for the benefit of successful bidder when packages are not received in good condition.
- 49. Unless otherwise stated in the specifications, all items must be delivered into and placed at a point within the building as directed by the shipping instructions or the agent for the school district. The successful bidder will be required to furnish proof of delivery in every instance.
- 50. Unloading and placing of the equipment and furniture is the responsibility of the successful bidder, and the school district accepts no responsibility for unloading and placing of equipment. Any cost incurred due to the failure of the successful

bidder to comply with this requirement will be charged to him. No help for unloading will be provided by the school district, and suppliers should notify their truckers accordingly.

51. All deliveries shall be accompanied by delivery tickets or packing slips. Tickets shall contain the following information for each item delivered:

Purchase Order Number Name of Article Item Number Quantity Name of the successful bidder

Carton shall be labeled with purchase order, successful bidder's name and general statement of contents. Failure to comply with this condition shall be considered sufficient reason for refusal to accept the goods.

PAYMENTS

- 52. Payment for the used portion of an inferior delivery will be made by the school district on an adjusted price basis.
- 53. Payment will be made only after correct presentation claim forms obtained from the ordering school district.
- 54. Payments of any claim shall not preclude the school district from making claim for adjustment on any item found not to have been in accordance with general conditions and specifications.

SAVING CLAUSE

55. The successful bidder shall not be held responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God or for any other acts not within the control of the successful bidder and which by the exercise of reasonable diligence he is unable to prevent.

LEGAL

Any bidder, whether successful or unsuccessful, shall reimburse the school district for all costs, disbursements and attorneys' fees incurred in connection with any lawsuit, claim, cause of action, etc. which is frivolous, untenable or otherwise without a good faith basis and related to the bidding process or the subject thereof.

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

SPECIFICATIONS

<u>TERM</u>: July 1, 2016 through June 30, 2017. District has the right to renew the agreement for an additional four (4) years, in 1-year intervals, subject to Board of Education approval. The District may terminate the contract for any reason by giving thirty (30) days written notice.

SCOPE: The scope of this contract is to provide full maintenance-labor and materials to include start up, operating inspections, preventative maintenance, repair and emergency service for two (2) Carrier Chillers as specified herein. All maintenance shall be performed in accordance with the Carrier Corporation operating and procedure manual. The contractor will provide labor, materials and equipment for emergency and unscheduled work 24 hours a day 7 days a week as part of this contract.

Equipment and location:

Carrier Water Cooled Chiller Model # 30HXC076RY-5-AA Serial # 3309Q17814 Located at Rocky Point High School-82 Rocky Point-Yaphank Rd, Rocky Point, NY 11776

Carrier Air Cooled Chiller Model # 30RBF1605-H3J-K Serial # 3414Q81108 Located at Rocky Point Middle School-76 Rocky Point-Yaphank Rd, Rocky Point, NY 11776

The Contractor shall determine that the equipment is in good working order, assure all maintenance has been provided and submit a written report to the Director of Facilities. The Contractor will be responsible for performing preventative maintenance at specific intervals. This will enable the detection and prediction of potential equipment failures and identify potential problems and take corrective action to provide a reduction in downtime and equipment failure. The Contractor shall be responsible for providing all equipment, materials and tools required to perform these services at no additional cost to the Rocky Point Schoo District with the exclusion of water tube bundle repair/replacement.

BIDDER QUALIFICATIONS:

The Contractor shall ensure that any technician performing services or tests on any equipment is fully trained and qualified to perform the required services. Contractor must have a minimum of two (2) current technician employees with valid training certifications from Carrier on model chiller units as specified.

Contractor must have five (5) years of experience, and Contractor's technician must have at least three (3) years of experience servicing Carrier Chiller Units.

Contractor must submit documentation to verify the qualifications as stated above.

AVAILABILITY OF TECHNICIANS:

Contractor shall be made available within three (3) business days or sooner for scheduled maintenance. Contractor shall be available to provide "emergency" services within four (4) hours, 24 hours per days, 7 days per week, 365 days per year. Contractor must maintain adequate staff necessary for timely service. Under no circumstances will the successful bidder be permitted to sublet any part of the work that may be required. All work performed shall be under the direction of the Director of Facilities, or his authorized representative.

SERVICE REQUIREMENTS:

Any equipment to be replaced shall be new and shall be Carrier OEM. All substitutes for the original manufacturer's equipment must be approved by the Director of Facilities before installation.

Any equipment replaced by the Contractor during the contract period shall be guaranteed for one (1) year from the date of replacement and if found defective during that time, replaced at no cost to the District.

Successful bidder will be responsible for removing any debris daily caused by the work being performed. Contractor shall haul away all expended oil and debris resulting from work and must leave all school premises in a neat and broom-clean condition at all times.

Awarded Contractor must comply with all applicable laws including, but not limited to, Prevailing Wage, Workers Compensation, Labor Laws, and OSHA rules and regulations that may be in effect or may come into effect during the full terms of this contract. Contractor must abide by all Federal, State, County and local laws regulating the service to be provided in this contract.

Contractor will be responsible for traffic control if applicable and shall provide all signs, fluorescent cones, barricades and tape as necessary to secure work site.

<u>SCHEDULING</u>: All approved work is to be scheduled with Mr. Paul Martinez, Director of Facilities or his authorized representative.

<u>REFERENCES</u>: Contractor shall provide with their bid a minimum list of at least 3 references with current contact person, address, phone and fax numbers and/or e-mail address. References must be for locations where similar or same service has been performed in school districts, municipalities or commercial building properties of similar scope and size as the Rocky Point Union Free School District.

<u>PREVAILING WAGE:</u> Contractor agrees to comply with the New York State DOL Prevailing Wage Rate Schedule when/if applicable for personnel providing service under this contract. The wages paid under this contract shall not be less than the prevailing wages and supplements as set forth by law. The contractor is required to keep informed of all changes during the term of this contract that apply to individuals supplied by the vendor for this contract. Contractor is solely liable for and must pay such required prevailing wage adjustments during the contract term as required by law. The Department of Labor PRC# for this HIGH SCHOOL/MIDDLE SCHOOL CHILLER PREVENTATIVE MAINTENANCE Bid Contract is: PRC# 2016005357.

Prevailing wages are available online at: https://applications.labor.ny.gov/wpp/publicViewProject.do?method=showIt&id=1287964

<u>INSURANCE</u>: Awarded Contractor must provide Certificates of Insurance as specified in this bid specification. The Rocky Point Union Free School District is to be listed as an "Additionally Insured". Contractor is to provide the district with certificate of insurance evidencing this requirement <u>prior</u> to the commencement of work under this contract. Absolutely <u>no</u> service is to be performed without a current insurance certificate on file with the District.

PRE-BID MEETING TO VIEW THE EQUIPMENT COVERED UNDER THIS FULL MAINTENANCE AGREEMENT: It is strongly recommended that proposed bidder schedule a walkthrough to view the equipment covered under this agreement. Once bid award is made, no additional costs will be incurred by the District from vendor's failure to schedule and attend a pre-bid meeting. Please contact Paul Martinez, Director of Facilities, at (631) 849-7240 to schedule this meeting.

AWARD OF CONTRACT: The award of this contract shall be made to the lowest, reliable, responsible bidder who, in the opinion of the Rocky Point Union Free School District is qualified to perform the work. All work performed under this contract shall be done by skilled personnel with the necessary experience to perform such service. Please do not bid any other term. This contract shall be awarded for a 1-year term, July 1, 2016 through June 30, 2017 with an option to renew the agreement for an additional four (4) years in 1-year intervals upon the mutual consent of both the Contractor and School District. ***Note that Prevailing Wage increases will not be allowed in Bid Contract extension periods.

TOTAL COST:

The total cost for this Full Preventative Maintenance Agreement shall include the startup, operating inspection, oil and grease service, annual preventative maintenance service and all necessary repair labor, emergency repair labor and replacement parts. This includes, but is not limited to: all rotating assemblies, compressor valves/plates/cylinders, bearings, complete equipment leak testing, evacuation and dehydration where applicable, motor stators, motor rotors, dip and bake motor winding where applicable, major repairs including inter-connecting refrigerant piping, and all maintainable component repairs.

INVOICING:

Cost of Full Maintenance Agreement may be billed in <u>quarterly</u> installments, with proper Invoice, and all required backup documentation.

<u>IMPORTANT NOTE</u>: Copies of contractor's Certified Payroll for periods in which district work has been performed are required to be submitted with all invoicing. This documentation can be found on the Department of Labor website http://labor.ny.gov/formsdocs/wp/pwformsandpublications.shtm under Payroll Certification. Failure to provide documentation may be cause for delay of all payments.

METHOD OF AWARD:

The award will be made to the vendor who has the lowest responsive and responsible bid based on the grand total of Years 1-5, on Attachment B-Bid Proposal Form.

Note: Bidders MUST bid on all years listed on the Bid Proposal Form.

The 5 Year Grand Total Bid amount of the successful bidder shall be used to establish the estimated contract value.

PLEASE NOTE:

All questions or comments regarding this bid proposal are to be forwarded only <u>in writing</u> to Debra Hoffman, Purchasing Agent at:

Rocky Point UFSD Administrative Office 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778

FAX: (631) 849-7556

E-Mail: dhoffman@rockypoint.k12.ny.us

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT A - SCOPE OF SERVICES

1) FULL MAINTENANCE

a. Inspect and Report-each inspection will be in accordance with Carrier's standards and, will include, but is not limited to Operating Inspection and Stop Inspection.

Startup and operating Inspections (Four (4) per year): Log equipment noting general condition, operating data, noises, vibration, temperature and pressure. Inspect control and safety devises, check for proper refrigerating solution, lubricant and water level, confirm control and equipment responses, adjust for normal operation, and provide inspection reports including recommendations and corrective actions.

Stop Inspection (One (1) per year): Inspect all rotating devices, coupling and drives, inspect hold down bolts, inspect electrical connections, perform functional checks on control and safety devices, provide inspection report identifying any problem area including recommendations for corrective actions.

- b. Oil and Grease-service includes routine tasks which do not require component disassembly, but may require inspection cover or plate removal. Oil and Grease services will include, but is not limited to, annual oil change, routine lubricating, replace oil filters, replace refrigerant filters, touch up painting, blow down dirt legs/strainers, cleaning of control starter contracts, clean electronic modules, clean drain pans, leak testing of any disassembled joints.
- c. Full Maintenance-Provides for repair or replacement of moving parts that may have failed unexpectedly. Service includes recurring tasks which are performed on a yearly cycle as recommended by the equipment manufacturer. Annual preventative maintenance services will include, but not limited to, replacement of yearly expendable parts, minor adjustments, minor repairs, alignment check, calibrate controls, leak testing of any disassembled joints or interconnecting refrigerant piping, external oil filter change, oil analysis, reporting of findings/recommendation. Full maintenance services will include, but not limited to, motor stators, motor rotors, dip and bake motor winding, major repairs including interconnecting refrigerant piping, all maintainable component repairs. Tube brush cleaning includes tube inspection: Cooler up to one (1) time per three years, Condenser up to one (1) time per year (RP High School) and Air-cooled Condenser up to one (1) time per year (RP Middle School). Note: RP Middle School to drain chilled water loop prior to winterization of evaporator tube bundle.

ATTACHMENT A – SCOPE OF SERVICES (Continued)

B)	UNSCHEDULED/EMERGENCY SERVICE

Service to be provided "as needed" to diagnose problems and perform minor adjustments between scheduled inspections at no additional cost.

C) <u>REPLACEMENT PARTS/MATERIALS</u>

Replacement parts as required for preventative maintenance and emergency services to be included at no additional cost except for water tube bundles.

Contractor Name:		
Authorized Signature:		

HIGH SCHOOL/MIDDLE SCHOOL CHILLER SYSTEMS FULL MAINTENANCE AGREEMENT Bid #17-07

ATTACHMENT B – Cost Proposal Form

Contractor Name:		
Contractor agrees to perform the v Chillers as specified herein.	work as outlined in the bid spe	ecifications for the two (2)
Please note: Bidders must provide	pricing for each item listed.	
Year-1 (2016-2017)	=\$	
Year-2 (2017-2018)	=\$	
Year-3 (2018-2019)	=\$	
Year-4 (2019-2020)	=\$	·
Year-5 (2020-2021)	=\$	
5 Year total cost of Full Maintena	ance Agreement	=\$
Signature	Date	
Printed Name	NATIONAL CONTROL OF THE PROPERTY OF THE PROPER	

ADMINISTRATIVE OFFICE 90 ROCKY POINT-YAPHANK ROAD ROCKY POINT, NY 11778

REFERENCES

Company Name:	
Address:	
Contact Person:	
Telephone: ()	
Dates of Contract(s)	
Company Name:	
Address:	
Contact Person:	
Telephone: ()	
Date of Contract(s)	
Company Name:	
Address:	
Contact Person:	
Telephone: ()	
Date of Contract(s)	
Vendor Name:	

AFFIDAVIT OF COMPLIANCE STATE OF

	017	TIE OI	
COUNTY OF			
		_, being duly sworn, depose	s and says:
	n officer or represer has the authority to		
District to award t contracts for good	tods or services as dir	nent to the Rocky Point Unic ected by the Board of Educa and with District policy.	such purchase
Employee, in any	•	older of the above referenced ator or Board Member at the sclosed below.	
related to an emp	oloyee in any positio	older of the above-referenced n, administrator or Board Me er than as disclosed below:	
Vendor: List Officer, Employee or Stockholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
	Signed	· · · · · · · · · · · · · · · · · · ·	Date
	Signed		Date
Sworn to before me to	hie		
Day of	, 20	_	
Notary Public			

Seal

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- b. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c. No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification. and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.
- e. The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal in behalf of the corporate bidder.

Signature	 		
Title	 	 	

RESOLUTION-for corporate bidders only					
RESOLVED that	be authorized to sign and submit the bid or ect,				
and to include in such bid or proposal the certification hundred three-d of the General Municipal Law as any inaccuracies or misstatements in such certification the penalties of perjury.	s the act and deed of such corporation, and for				
The foregoing is a true and correct copy of the res Corporation at a meeting theday ofday of Seal of the Corporation	olution adopted by20 and is still in full force and the				
Secretary					



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Unemployment Benefits

Carrier Services Business Services

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Publications

Wage Schedule · Submit Notice Of Award · Submit Notice Of Project Completion

PRC#: 2016005357

Type of Contracting Agency: Local School District

Acceptance Status: Accepted Article 8

Contracting Agency

Rocky Point UFSD Debra Hoffman Purchasing Agent Administrative Office 90 Rocky Point-Yaphank Rd Rocky Point NY 11778

(631) 849-7563 (631) 849-7556 Fax dhoffman@rockypoint.k12.ny.us

Project Information

Project Title Chiller Maintenance Agreement

Full Maintenance Agreement to provide full maintenance and repair on two Chillers at the Rocky Point Description of Work

HS and MS.

Contract Id No. 17-07

Project Locations(s) Rocky Point HS/MS

Route No / Street Address 82 RP-Yaphank Rd/76 RP-Yaphan

Village / City Rocky Point Town Rocky Point

State / Zip NY 11778

Nature of Project Other Reconstruction, Maintenance, Repair or Alteration

Approximate Bid Date 06/21/2016

Checked Occupation(s) Construction (Building, Heavy & Highway, Sewer, Water, Tunnel)

Applicable Counties

Suffolk

Mr. Sean Murphy **Commercial Instrumentation Services** 681 Grand Blvd 41250 Suite #7 Deer Park, NY 11729

All Seasons Air Conditioning 40 Field St. West Babylon, NY 11704

Mr. Frank Bonelli **Carrier Commercial Services** 175 Central Avenue. Suite 300 Farmingdale, NY 11735

Mr. Russell Thompson, Vice President Fresh Meadow Chiller Services, LLC 65-01 Fresh Meadow Lane Fresh Meadows, NY 11365

Mr. Joseph Farruggia, President **Best Climate Control Corporation** 75 Orville Drive Bohemia, NY 11716

Bid Documents Enclosed

Bid #17-07 HS/MS Chiller Systems **Full Maintenance Agreement** Date Due: June 21, 2016, 11:00am

Bid Documents Enclosed

Bid #17-07 HS/MS Chiller Systems **Full Maintenance Agreement** Date Due: June 21, 2016, 11:00am

Bid Documents Enclosed

Bid #17-07 HS/MS Chiller Systems **Full Maintenance Agreement**

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Bid Documents Enclosed

Bid #17-07 HS/MS Chiller Systems **Full Maintenance Agreement** Date Due: June 21, 2016, 11:00am

AFFIDAVIT OF PUBLICATION

State of New York) SS:	
County of Suffolk)	
Courtney Biondo of Port Jefferson, in said County, i Record Newspapers:	s the Legal Editor of Times Beacon
The Village Times Herald The Village Beacon Record The Port Times Record The Times of Huntington and the Nort	The Times of SmithtownThe Times of Middle Country hports
A weekly newspaper published in Setauket, in the T Suffolk, State of New York, and annexed is a printe published in said newspaper once in each week for	ed copy, that has been regularly
June 9,	2016
Sworn before me this The day of JUNE	2016.
LEGAL EDITOR Times Beacon Record Newspapers	MARGE RIGGIO Notary Public. State of New York No. 01RIS071568 Qualified in Suffolk County Commission Expires January 13, 20

ADVERTISEMENT INVITATION TO BIDDERS

Brite will be received until 1140 AM, prevailing time on Tuesday, June 21, 2016, at the Digitic Administrative Office, positic Administrative Office, positic Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening. The Board of Education of the Rocky Point White Tree School District at Rocky Bourt. Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for. will be received until as specified in the contract doc-Full Maintenance Agreement Schedule No High School Mile Chiller Sys uments.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for **Stxty (60)** days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M. Songham at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 9, 2016.

BY ORDER OF THE;
Board of Education
Rocky Point Union Free
School District
At Rocky Point,
Town of Brookhavan
Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 9, 2016 79 6/9 1xvbr

BUSINGSSNEWS

AFFIDAVIT OF PUBLICATION

STATE OF NEW YORK County of Suffolk, ss.:

The undersigned is the authorized designee of Scott Schoen/Publisher of Long Island Business News, a weekly newspaper published in Ronkonkoma, New York. A notice was published in said newspaper one times, commencing on 6/10/2016 and ending on 6/10/2016. The text of the notice as published in said newspaper is as set forth below, or in the annexed exhibit. This newspaper has been designated by the Clerk of Suffolk County for this purpose.

Robin Burgio
Public Notice Coordinator

ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-07 High School/Middle School Chiller Systems Full Maintenance Agreement

as specified in the contract documents.

Bids will be received until

11:00 AM., prevailing time on Tuesday, June 21, 2016.

at the District Administrative
Office, 90 Rocky Point-Yaphank Road, Rocky Point.

New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

By Daniel New Thur.

Rock School Brood Sufference on each envelope, along with the date and time of the bid opening.

By Daniel New Thur.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best

interest of the School District.

Any bid submitted will be binding for Sixty (60) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Friday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 9, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 9, 2016 11082961 LIBN 06/10/2016 Sworn to before me on this 10th day of June, 2016

Kathleen M. Lombardo Notary Public, State of New York 6264338

Commission Expires 06/25/2020

#17-06 Lexmark OEM Toner Cartridges & Supplies

				PC Uni	versity	CDW Gov't.	The Office Pal	Gov Connection
tem#	Lexmark Model	Item Description	Part #	Price/each	delivered	Price/each delivered	Price/each delivered	Price/each delivered
1	E260	Standard Toner Cartridge	E260A11A	s	89.00	\$ 69.00	\$ 110.00	\$ 91.04
2		Photoconductor Kit	E260X22G	s	23.89	\$ 15.00	\$ 10.00	\$ 23.93
3	E350	High Yield Toner Cartridge	E352H11A	s	179.00	\$ 185.00	\$ 170.00	\$ 182.97
4		Photoconductor Kit	E250X22G	\$	35.00	\$ 30.00	\$ 10.00	\$ 35.06
5	T644	High Yield Print Cartridge	64415XA	5	325.00	\$ 329.00	\$ 150.00	\$ 355.26
6	C534	Cyan Extra High Yield Toner Cartridge	C5340CX	s	179.00	\$ 45.00	\$ 75.00	\$ 184.98
7		Magenta Extra High Yield Toner Cartridge	C5340MX	\$	179.00	\$ 95.00	\$ 75.00	\$ 184.98
8		Yellow Extra High Yield Toner Cartridge	C5340YX	\$	179.00	\$ 95.00	\$ 75.00	\$ 184.98
9	1112	Black High Yield Toner Cartridge	C5240KH	\$	155.00	\$ 159.00	\$ 75.00	\$ 159.48
10		Photoconductor Unit (1 Pack)	C53030X	\$	32.00	\$ 27.00	\$ 20.00	\$ 32.50
11		Photoconductor Unit (Multi-Pack)	C53034X	\$	115.00	\$ 89.00	\$ 80.00	\$ 118.42
12		Waste Toner Bottle	C52025X	\$	8.55	\$ 9.00	\$ 5.00	\$ 8.57
13	X364	High Yield Toner Cartridge	X264H11G	\$	169.00	\$ 112.50	\$ 150.00	\$ 170.35
14		Photoconductor Kit (Same as item #2)	E260X22G	\$	23.95	\$ 15.00	\$ 10.00	\$ 23.93
15	MS810	Black High Yield Toner Cartridge	52D1H00	\$	88.00	\$ 88.99	\$ 309.00	\$ 89.9
16		Black Imaging Unit	52D0Z00	5	21.45	\$ 20.99	\$ 30.00	\$ 21.46
17	MS812	Black Extra High Yield Toner Cartridge	62D1X00	\$	260.00	\$ 220.00	\$ 259.00	\$ 270.00
18	X864	High Yield Toner Cartridge	X860H21G	\$	142.00	\$ 115.00	\$ 129.82	\$ 130.69
19		Photoconductor Kit	X860H22G	\$	115.00	\$ 94.00	\$ 110.78	\$ 105.33
20		Staple Cartridges (3 pack)	25A0013	\$	90.00	\$ 76.00	\$ 102.04	\$ 87.15
21	X912	Black High Yield Toner Cartridge	64G0H00	s	137.00	\$ 125.00	\$ 136.57	\$ 104.5
22		Photoconductor Kit	54G0P00	\$	50.50	\$ 48.00	\$ 52.91	\$ 43.99
23		Waste Toner Bottle	54G0W00	\$	21.00	\$ 19.00	\$ 20.30	\$ 17.78
24	X954	Black High Yield Toner Cartridge	X950X2KG	\$	88.00	\$ 84.00	\$ 85.00	\$ 87.20
25		Cyan Extra High Yield Toner Cartridge	X950X2CG	\$	477.00	\$ 262.00	\$ 250.00	
26		Magenta Extra High Yield Toner Cartridge	X950X2MG	\$	400.00			
27		Yellow Extra High Yield Toner Cartridge	X950X2YG	\$	400.00	\$ 262.00		
28		Photoconductor Unit (1 Pack)	C950X71G	\$	205.00			
29		Photoconductor Unit (2 Pack)	C950X73G	\$	639.00			
30		Waste Toner Bottle	C950X76G	\$	25.50			
31		Staple Cartridges (3 pk)-(same as item #20) Booklet Saddle Staple Cartridges (4 pack)	25A0013 21Z0357	\$	100000	\$ 76.00 \$ 149.00		
JE		Source Saudie Stapie Cartiloges (4 pack)	2220337		235.00	143.00		
	TOTAL: Percentage off for items not specified			\$	5,077.99	\$ 3,601.48	\$ 3,936.84	\$ 5,057.61
	in #1-32				15%	N/A	20%	N/

^{**}Laser Imaging, Inc. disqualified as not bidding all items, as required.

Copy.

ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

as specified in the contract documents.

Bids will be received until 2:30 PM., prevailing time on Wednesday, July 6, 2016, at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for Forty Five (45) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Thursday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 23, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016

LEGAL ADVERTISING

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

Date Due: July 6, 2016 @ 2:30pm

PC University Distributes

99 West Hawthorne Ave

Valley Stream W1 /1580 Town, State, Zip Code

Federal or Tax ID# // 3 3/8 98-7

By: Signature hunt

Print Name and Title

5/6 - 596 - 1500 Telephone

E-Mail Address Sondy @ Pchniversity. (0

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

INSTRUCTIONS TO BIDDERS

- 1) Read <u>all</u> documents contained in the bid specifications.
- Vendors are responsible for submitting their bids to the exact location indicated on the "Notice To Bidders" prior to the time indicated in the "Notice To Bidders". No bids will be accepted after the designated time indicated in the "Notice to Bidders. NOTE: This includes any changes listed on any addenda issued by the Rocky Point UFSD, if any. It is the responsibility of the vendor to verify that they have received the latest addendum issued for this bid. Delay in mail delivery is <u>not</u> an exception to the deadline for receipt of bids.
- 3) Bidders are responsible for reporting, in writing, any errors found in the bid specifications to the Rocky Point UFSD Purchasing Agent, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778.
- Questions about or clarifications to the technical specifications must be made in writing to the Purchasing Agent prior to the bid opening. Such questions must be in the possession of the Purchasing Agent three working days prior to the bid opening unless otherwise indicated. Verbal questions may not be entertained. Questions may be sent via U.S. Mail or faxed to (631) 849-7556 attention Purchasing Agent. Include bid name and number.
- 5) Bidders shall indicate on the outside of their sealed bid the following information:
 - 1. Title of Bid and Bid Number
 - 2. Date and Time of Bid Opening
 - 3. Company Name
- 6) Vendors submitting "Alternate" pricing, products or services, must do so as a separate bid package to be considered for award. Each bid must be submitted under separate cover and will be considered on its own merits.
- 7) The only forms necessary to be submitted as a bid are the following:
 - 1. Bid Proposal Form, filled out completely. (see General Information)
 - 2. Non-Collusive Bidding Certificate, signed and sealed (if necessary).
 - 3. Affidavit of Compliance, signed and notarized.
 - 4. Indemnification Form signed and notarized.
 - 5. Any other information as noted in the bid document
- 8) All vendors submitting a bid shall be supplied with a copy of the pricing tabulation sheet by fax or U.S. mail as soon as it is complete and available after the bid opening.
- 9) Under no circumstances is it necessary to return the technical specifications portion of this bid. They should be retained by the bidder for his/her records.
- Failure to submit any of the above data may result in the rejection of the bid as non-responsive. Furthermore, the District reserves the right to require the vendor to supply any additional information it deems necessary to determine the low responsive/responsible vendor and further to wave any minor informalities it deems in its best interest.

GENERAL INFORMATION

METHOD OF AWARD:

The contract if awarded will be to the overall lowest responsive/responsible bidder(s) in part or in whole who meet(s) all the terms of the specifications. The District guarantees no minimum or maximum purchases or contracts as a result of award of this bid. Rocky Point UFSD reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York, to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to any contract between the District and the vendor. Further, the District reserves the right to purchase any items covered under this bid by any legal means if it is in its best interest.

Successful Vendor Determination

The successful vendor shall be determined as that vendor that supplies all the items listed and is the overall low for those items assuming one (1) of each item listed was purchased.

GUARANTEE:

The Contractor shall guarantee that the material/equipment offered is currently in current production, and includes all parts regularly used with this type of equipment and that it is original equipment. Every unit delivered shall be guaranteed against faulty material and workmanship for a period of twelve months unless otherwise specified. If, during this period, such faults develop, the unit(s) or part(s) affected shall be replaced without any cost to the District within three (3) working days of notice to the vendor. Should any of the units supplied to the District harm or otherwise interfere with the intended operation of the equipment in which they have been placed in any way, it shall be the responsibility of the vendor awarded the contract to repair or replace the equipment effected, at the Districts sole discretion, within three (3) working days of notification by the District. When the manufacturer's standard guarantee for the complete unit or any component thereby exceeds twelve months the longer guarantee period shall apply.

QUALIFICATION OF BIDDER:

Bids will only be accepted from an original equipment manufacturer (OEM) or their authorized dealers. In the event a dealer submits a bid, the dealer shall guarantee that they are an authorized dealer of the manufacturer and the manufacturer has agreed to supply the dealer with the items offered in the proposal. Further, the dealer agrees to submit a certificate from the manufacturer acknowledging that they are an authorized dealer, if so requested.

AWARD OF BID:

The award, if any, will be made within forty-five (45) calendar days of the opening date. All successful vendors shall be notified by the Rocky Point UFSD Purchasing Agent of any contracts they have been awarded...

TERM OF CONTRACT:

Any contract resulting from the award of this bid shall be for a term of twelve (12) months from the date of award. The District reserves the right to renew all or any part of this contract for up to five (5) twelve month periods if agreeable by all parties and by resolution by the Rocky Point Board of Education.

TERMINATION CLAUSE:

The District reserves the right to terminate any contract resulting from this bid with (10) ten calendar days written notice to the vendor. The District agrees to show cause and allow the vendor the opportunity to rectify problems. (See also FAILURE TO PERFORM in this section)

BID FORM RESPONSES:

When filling out the attached bid form be certain that:

- 1. All blanks are filled in with the requested information
- 2. All forms are signed in blue or other non-black ink
- 3. All areas requiring a price are to be filled in as follows:
 - Supply a numerical price for all products or services to be provided. (This includes a \$0.00 if there is no additional cost for any item)
 - The words "No Bid" if you are not interested in or unable to perform any particular portion for the bid
 - All markings other than those indicated above or any blank spaces where prices are
 indicated shall be deemed as a "no bid" by the District and shall make the vendor
 non-responsive for that particular item (s). No exceptions shall be made in this case

FAILURE TO PERFORM:

Should the equipment fail to perform as advertised at any point within the timeframe of the guarantee, the vendor shall, at its own expense, and at the Districts option, repair or replace said equipment. Should the vendor fail to supply equipment that operates as specified within a reasonable amount of time as determined by the District, the vendor agrees to refund the District in full for all pertinent equipment.

JUDGMENTS/LEGAL FINDINGS:

By submitting this bid for consideration, the vendor affirms that they currently have no judgments or other legal findings nor have any pending judgments or other legal findings against the company or any of its executives, with any federal, state or local governmental entities that in any way could impact or have the potential to impact their ability to complete any contract awarded them as a result of this bid. Failure to disclose any such judgments and/or findings will result in the termination of any contracts and other penalties as deemed legal and appropriate by the District.

IRAN DIVESTMENT ACT

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2013" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should the Rocky Point UFSD receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, Rocky Point UFSD will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Rocky Point UFSD shall take such action as may be appropriate and provided for by law, vile, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Rocky Point UFSD reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

NON-APPROPRIATIONS CLAUSE:

In accordance with New York State General Municipal Laws the Rocky Point UFSD will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold the District harmless for any contracts let for which funding either does not currently exist or for which funding has been removed prior to the issuance of a purchase order by the District. Issuance of a purchase order by the District indicates that the District currently has and has set aside adequate funds to procure the goods and services indicated in the purchase order or contract. Receipt of a resolution by the Rocky Point UFSD is not in and of itself a binding contract with the District. Should it become necessary for the District to cancel a project or purchase after an order to proceed or purchase order has been issued, the District will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation. (see Bid Form for further notes)

NON-ASSIGNMENT:

In accordance with NYS General Municipal Law 109, at no time during the duration of any contract resulting from this bid, shall the successful vendor be allowed to assign any portion of this contract to a third party without express written approval by the Rocky Point UFSD.

SPECIFICATIONS

Bid #17-06

The Rocky Point UFSD is accepting sealed bids for the purchase of new Lexmark OEM toner cartridges and supplies for use by all schools in the District. The District guarantees no minimum or maximum purchases as a result of this or any contract reached with the successful vendor. (See also GENERAL INFORMATION Method of Award)

The award will be based on the total of items 1 through 32 using a quantity of one for each item.

The vendor shall be responsible for the following:

- 1. The vendor shall be responsible for inside delivery of all items.
- 2. All purchases shall be F.O.B destination Freight Paid.
- 3. All orders shall be filled within five (5) working days of receipt of a purchase order. Should the vendor be unable to fill any order completely within five working days, the District reserves the right to purchase an equal product from the open market and the vendor agrees to reimburse the District for any difference in price.
- 4. The vendor agrees to repair or replace, at the owners sole discretion and at the vendors cost, any owned or leased equipment that the owner determines has been damaged due to the use of any of any products supplied by the vendor.
- 5. The vendor agrees to supply the District with original documentation from the manufacturer upon request indicating the MSRP for all items throughout the term of the contract to allow the District to verify that the percentage off of MSRP indicated in the bid was used as a basis for the prices offered.

BID FORM - Bid #17-06

Item# Lexmark Model		ark Model Item Description		Price/each delivered	
1	E260	Standard Toner Cartridge	E260A11A	\$ 89.00	
2		Photoconductor Kit	E260X22G	\$ 23.89	
3	E350	High Yield Toner Cartridge	E352H11A	\$ 179.00	
4		Photoconductor Kit	E250X22G	\$ 35.00	
5	T644	High Yield Print Cartridge	64415XA	\$ 325.00	
6	C534	Cyan Extra High Yield Toner Cartridge	C5340CX	\$ 179.00	
7		Magenta Extra High Yield Toner Cartridge	C5340MX	\$ 179.00	
8		Yellow Extra High Yield Toner Cartridge	C5340YX	\$ 179.00	
9		Black High Yield Toner Cartridge	C5240KH	\$ 155.60	
10		Photoconductor Unit (1 pack)	C53030X	\$ 32.00	
11		Photoconductor Unit (Multi-pack)	C53034X	\$ 115.00	
12		Waste Toner Bottle	C52025X	\$ 8.55	
13	X364	High Yield Toner Cartridge	X264H11G	\$ 169.00	
14		Photoconductor Kit (Same as item #2)	E260X22G	\$ 23.95	
15	MS810	Black High Yield Toner Cartridge	52D1H00	\$ 88.00	
16		Black Imaging Unit	52D0Z00	\$ 21.45	
17	MS812	Black Extra High Yield Toner Cartridge	62D1X00	\$ 260.00	
18	X864	High Yield Toner Cartridge	X860H21G	\$ 142.60	
19		Photoconductor Kit	X860H22G	\$ 115.00	
20		Staple Cartridges (3 pack)	25A0013	\$ 90.00	
21	X912	Black High Yield Toner Cartridge	64G0H00	\$ 137.00	
22		Photoconductor Kit	54G0P00	\$ 50.50	
23		Waste Tpmer Bottle	54G0W00	\$ 21.00	
24	X954	Black Extra High Yield Toner Cartridge	X950X2KG	\$ 88.00	
25		Cyan Extra High Yield Toner Cartridge	X950X2CG	\$ 477.00	
26		Magenta Extra High Yield Toner Cartridge	X950X2MG	\$ 400.00	
27		Yellow Extra high Yield Toner Cartridge	X950X2YG	\$ 400.00	
28		Photoconductor Unit (1 pack)	C950X71G	\$ 205.00	
29		Photoconductor Unit (2 pack)	C950X73G	\$ 639.00	
30		Waste Toner Bottle	C950X76G	\$ 25.50	
31		Staple Cartridges (3 pk)-(Same as Item#20)	25A0013	\$ 87.15	
32		Booklet Saddle Staple Cartridges (4 pack)	21Z0357	\$ 139.00	
	Percentage off of m	anufacturers (Lexmark) suggested retail price use			

VENDOR NAME: PC University Distributor's Inc.

INDEMNIFICATION AGREEMENT

Bid # 17-06

The Contractor agrees:

(a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the District, the Contractor agrees to indemnify and hold harmless the Rocky Point Union Free School District, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Contractor or third parties under the direction or control of the Contractor; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the Agreement and to bear all other costs and expenses related thereto.

UTHORIZED SIGNATURE

DAIR

NOTARY PUBLIC & 401044

4.401044776762

DATE

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

corporate bidder.

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- b. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c. No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.

e. The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal in behalf of the

Senier Account Manager Title
RESOLUTION-for corporate bidders only
proposal of this corporation for the following project, Bull 17-06
and to include in such bid or proposal the certificate as to non-collusion required by Section one hundred three-d of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies or misstatements in such certificate this corporate bidder shall be liable under the penalties of perjury.
The foregoing is a true and correct copy of the resolution adopted by PC University birth Corporation at a meeting the 29 day of June 2016 and is still in full force and effect on this 29 day of June 2016.
Seal of the Corporation

Elle Ana Newland Secretary

AFFIDAVIT OF COMPLIANCE

STATE OF

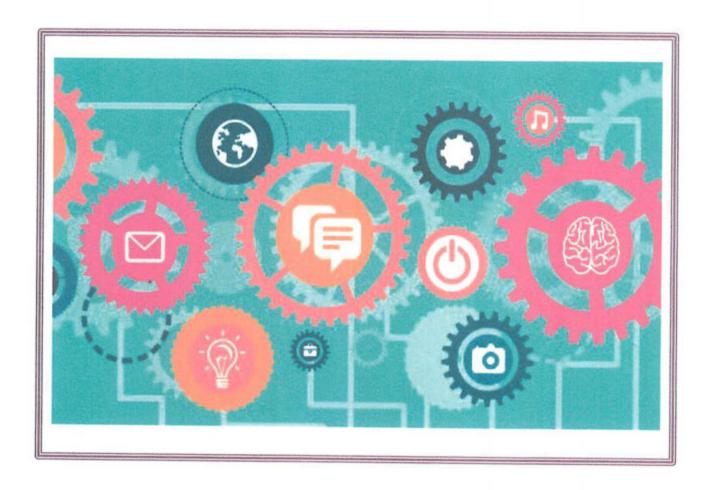
α	11	ITY	/ AF
COL	Jľ	V I I	UF

PC Universi	Ly Dist.	, being duly sworn, depose	s and says:
1) That (s)he is an or and that (s)he has			
District to award to _ contracts for goods of	PC u or services as dire	ent to the Rocky Point Unioncted by the Board of Educa and with District policy.	such purchase
	sition, Administrat	der of the above referenced tor or Board Member at the closed below.	
related to an employ	ee in any position	der of the above-referenced, administrator or Board Methan as disclosed below:	
Vendor: List Officer, Employee or Stockholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
11-1-	2mic		L
6/29//6	Signed		Date
Sworn to before me this Day of <u>Juve</u> ,	2974 20 <u>16</u>		
Sorph Luis			
Notary/Public 10104477	16762		
Seal 60. 2/28/	2018		

Rocky Point Union Free School District

17-06 Lexmark OEM Toner Cartridges & Supplies Wednesday, July 6, 2016 @ 2:30 P.M.

Original



CDW Government LLC 230 N. Milwaukee Ave. Vernon Hills, IL 60061



ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

as specified in the contract documents.

Bids will be received until 2:30 PM., prevailing time on Wednesday, July 6, 2016, at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for Forty Five (45) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Thursday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 23, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016

LEGAL ADVERTISING

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

Date Due: July 6, 2016 @ 2:30pm

CDW Government LLC

Vendor Name

230 N. Milwaukee Ave.

Street

Vernon Hills, IL 60061

Town, State, Zip Code

Federal or Tax ID# 36-4230110

By:

Signature

Matt Flood, Proposals Supervisor

Print Name and Title

(866) 873-9864

Telephone

E-Mail Address andrmag@cdw.com

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

INSTRUCTIONS TO BIDDERS

- 1) Read <u>all</u> documents contained in the bid specifications.
- Vendors are responsible for submitting their bids to the exact location indicated on the "Notice To Bidders" prior to the time indicated in the "Notice To Bidders". No bids will be accepted after the designated time indicated in the "Notice to Bidders. NOTE: This includes any changes listed on any addenda issued by the Rocky Point UFSD, if any. It is the responsibility of the vendor to verify that they have received the latest addendum issued for this bid. Delay in mail delivery is not an exception to the deadline for receipt of bids.
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- Questions about or clarifications to the technical specifications must be made in writing to the Purchasing Agent prior to the bid opening. Such questions must be in the possession of the Purchasing Agent three working days prior to the bid opening unless otherwise indicated. Verbal questions may not be entertained. Questions may be sent via U.S. Mail or faxed to (631) 849-7556 attention Purchasing Agent. Include bid name and number.
- 5) Bidders shall indicate on the outside of their sealed bid the following information:
 - 1. Title of Bid and Bid Number
 - 2. Date and Time of Bid Opening
 - 3. Company Name
- Vendors submitting "Alternate" pricing, products or services, must do so as a separate bid package to be considered for award. Each bid must be submitted under separate cover and will be considered on its own merits.
- 7) The only forms necessary to be submitted as a bid are the following:
 - 1. Bid Proposal Form, filled out completely. (see General Information)
 - 2. Non-Collusive Bidding Certificate, signed and sealed (if necessary).
 - 3. Affidavit of Compliance, signed and notarized.
 - 4. Indemnification Form signed and notarized.
 - 5. Any other information as noted in the bid document
- 8) All vendors submitting a bid shall be supplied with a copy of the pricing tabulation sheet by fax or U.S. mail as soon as it is complete and available after the bid opening.
- 9) Under no circumstances is it necessary to return the technical specifications portion of this bid. They should be retained by the bidder for his/her records.
- 10) Failure to submit any of the above data may result in the rejection of the bid as non-responsive. Furthermore, the District reserves the right to require the vendor to supply any additional information it deems necessary to determine the low responsive/responsible vendor and further to wave any minor informalities it deems in its best interest.

GENERAL INFORMATION

METHOD OF AWARD:

The contract if awarded will be to the overall lowest responsive/responsible bidder(s) in part or in whole who meet(s) all the terms of the specifications. The District guarantees no minimum or maximum purchases or contracts as a result of award of this bid. Rocky Point UFSD reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York, to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to any contract between the District and the vendor. Further, the District reserves the right to purchase any items covered under this bid by any legal means if it is in its best interest. Successful Vendor Determination

The successful vendor shall be determined as that vendor that supplies all the items listed and is the overall low for those items assuming one (1) of each item listed was purchased.

GUARANTEE:

The Contractor shall guarantee that the material/equipment offered is currently in current production, and includes all parts regularly used with this type of equipment and that it is original equipment. Every unit delivered shall be guaranteed against faulty material and workmanship for a period of twelve months unless otherwise specified. If, during this period, such faults develop, the unit(s) or part(s) affected shall be replaced without any cost to the District within three (3) working days of notice to the vendor. Should any of the units supplied to the District harm or otherwise interfere with the intended operation of the equipment in which they have been placed in any way, it shall be the responsibility of the vendor awarded the contract to repair or replace the equipment effected, at the Districts sole discretion, within three (3) working days of notification by the District. When the manufacturer's standard guarantee for the complete unit or any component thereby exceeds twelve months the longer guarantee period shall apply.

QUALIFICATION OF BIDDER:

Bids will only be accepted from an original equipment manufacturer (OEM) or their authorized dealers. In the event a dealer submits a bid, the dealer shall guarantee that they are an authorized dealer of the manufacturer and the manufacturer has agreed to supply the dealer with the items offered in the proposal. Further, the dealer agrees to submit a certificate from the manufacturer acknowledging that they are an authorized dealer, if so requested.

AWARD OF BID:

The award, if any, will be made within forty-five (45) calendar days of the opening date. All successful vendors shall be notified by the Rocky Point UFSD Purchasing Agent of any contracts they have been awarded...

TERM OF CONTRACT:

Any contract resulting from the award of this bid shall be for a term of twelve (12) months from the date of award. The District reserves the right to renew all or any part of this contract for up to five (5) twelve month periods if agreeable by all parties and by resolution by the Rocky Point Board of Education.

TERMINATION CLAUSE:

The District reserves the right to terminate any contract resulting from this bid with (10) ten calendar days written notice to the vendor. The District agrees to show cause and allow the vendor the opportunity to rectify problems. (See also FAILURE TO PERFORM in this section)

BID FORM RESPONSES:

When filling out the attached bid form be certain that:

- 1. All blanks are filled in with the requested information
- 2. All forms are signed in blue or other non-black ink
- 3. All areas requiring a price are to be filled in as follows:
 - Supply a numerical price for all products or services to be provided. (This includes a \$0.00 if there is no additional cost for any item)
 - The words "No Bid" if you are not interested in or unable to perform any particular portion for the bid
 - All markings other than those indicated above or any blank spaces where prices are indicated shall be deemed as a "no bid" by the District and shall make the vendor non-responsive for that particular item (s). No exceptions shall be made in this case

FAILURE TO PERFORM:

Should the equipment fail to perform as advertised at any point within the timeframe of the guarantee, the vendor shall, at its own expense, and at the Districts option, repair or replace said equipment. Should the vendor fail to supply equipment that operates as specified within a reasonable amount of time as determined by the District, the vendor agrees to refund the District in full for all pertinent equipment.

JUDGMENTS/LEGAL FINDINGS:

By submitting this bid for consideration, the vendor affirms that they currently have no judgments or other legal findings nor have any pending judgments or other legal findings against the company or any of its executives, with any federal, state or local governmental entities that in any way could impact or have the potential to impact their ability to complete any contract awarded them as a result of this bid. Failure to disclose any such judgments and/or findings will result in the termination of any contracts and other penalties as deemed legal and appropriate by the District.

IRAN DIVESTMENT ACT

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2013" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should the Rocky Point UFSD receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, Rocky Point UFSD will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Rocky Point UFSD shall take such action as may be appropriate and provided for by law, vile, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Rocky Point UFSD reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

NON-APPROPRIATIONS CLAUSE:

In accordance with New York State General Municipal Laws the Rocky Point UFSD will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold the District harmless for any contracts let for which funding either does not currently exist or for which funding has been removed prior to the issuance of a purchase order by the District. Issuance of a purchase order by the District indicates that the District currently has and has set aside adequate funds to procure the goods and services indicated in the purchase order or contract. Receipt of a resolution by the Rocky Point UFSD is not in and of itself a binding contract with the District. Should it become necessary for the District to cancel a project or purchase after an order to proceed or purchase order has been issued, the District will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation. (see Bid Form for further notes)

NON-ASSIGNMENT:

In accordance with NYS General Municipal Law 109, at no time during the duration of any contract resulting from this bid, shall the successful vendor be allowed to assign any portion of this contract to a third party without express written approval by the Rocky Point UFSD.

SPECIFICATIONS

Bid #17-06

The Rocky Point UFSD is accepting sealed bids for the purchase of new Lexmark OEM toner cartridges and supplies for use by all schools in the District. The District guarantees no minimum or maximum purchases as a result of this or any contract reached with the successful vendor. (See also GENERAL INFORMATION Method of Award)

The award will be based on the total of items 1 through 32 using a quantity of one for each item.

The vendor shall be responsible for the following:

- 1. The vendor shall be responsible for inside delivery of all items.
- 2. All purchases shall be F.O.B destination Freight Paid.
- 3. All orders shall be filled within five (5) working days of receipt of a purchase order. Should the vendor be unable to fill any order completely within five working days, the District reserves the right to purchase an equal product from the open market and the vendor agrees to reimburse the District for any difference in price.
- 4. The vendor agrees to repair or replace, at the owners sole discretion and at the vendors cost, any owned or leased equipment that the owner determines has been damaged due to the use of any of any products supplied by the vendor.
- 5. The vendor agrees to supply the District with original documentation from the manufacturer upon request indicating the MSRP for all items throughout the term of the contract to allow the District to verify that the percentage off of MSRP indicated in the bid was used as a basis for the prices offered.

BID FORM - Bid #17-06

item # Lexmark Model		Item Description	Part #	Price/each delivered	
1	E260	Standard Toner Cartridge	E260A11A	\$ 69.00	
2		Photoconductor Kit	E260X22G	\$ 15.00	
3	E350	High Yield Toner Cartridge	E352H11A	\$ 185.00	
4		Photoconductor Kit	E250X22G	\$ 30.00	
5	T644	High Yield Print Cartridge	64415XA	\$ 329.00	
6	C534	Cyan Extra High Yield Toner Cartridge	C5340CX	\$ 45.00	
7		Magenta Extra High Yield Toner Cartridge	C5340MX	\$ 95.00	
8		Yellow Extra High Yield Toner Cartridge	C5340YX	\$ 95.00	
9		Black High Yield Toner Cartridge	C5240KH	\$ 159.00	
10		Photoconductor Unit (1 pack)	C53030X	\$ 27.00	
11		Photoconductor Unit (Multi-pack)	C53034X	\$ 89.00	
12		Waste Toner Bottle	C52025X	\$ 9.00	
13	X364	High Yield Toner Cartridge	X264H11G	\$ 112.50	
14		Photoconductor Kit (Same as item #2)	E260X22G	\$ 15.00	
			LZOUNZZO	\$ 15.00	
15	MS810	Black High Yield Toner Cartridge	52D1H00	\$ 88.99	
16 Black Im		Black Imaging Unit	52D0Z00	\$ 20.99	
17 MS812		Black Extra High Yield Toner Cartridge	62D1X00	\$ 220.00	
18	X864	Lligh Viold Tonou Contribut			
19	7004	High Yield Toner Cartridge Photoconductor Kit	X860H21G	\$ 115.00	
20			X860H22G	\$ 94.00	
20		Staple Cartridges (3 pack)	25A0013	\$ 76.00	
21	X912	Black High Yield Toner Cartridge	64G0H00	\$ 125.00	
22		Photoconductor Kit	54G0P00	\$ 48.00	
23		Waste Tpmer Bottle	54G0W00	\$ 19.00	
24	X954	Black Extra High Yieid Toner Cartridge	X950X2KG	\$ 84.00	
25		Cyan Extra High Yield Toner Cartridge	X950X2KG X950X2CG	\$ 84.00	
26		Magenta Extra High Yield Toner Cartridge	X950X2CG X950X2MG	\$ 262.00	
27		Yellow Extra high Yield Toner Cartridge	X950X2VIG	\$ 262.00	
28		Photoconductor Unit (1 pack)	C950X71G	\$ 102.00	
29		Photoconductor Unit (2 pack)	C950X71G	\$ 102.00	
30		Waste Toner Bottle	C950X76G	\$ 19.00	
31		Staple Cartridges (3 pk)-(Same as Item#20)	25A0013	\$ 19.00	
32		Booklet Saddle Staple Cartridges (4 pack)	21Z0357	\$ 149.00	
	Percentage off of m prices for items not	nanufacturers (Lexmark) suggested retail price use specified in #1-32	ed to determine	N/A	

INDEMNIFICATION AGREEMENT

Bid # 17-06

The Contractor agrees:

(a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the District, the Contractor agrees to indemnify and hold harmless the Rocky Point Union Free School District, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Contractor or third parties under the direction or control of the Contractor; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the Agreement and to bear all other costs and expenses related thereto.

AUTHORIZED SIGNATURE

7/1/2016

DATE

NOTARY PUBLIC

7/1/2016

DATE

MATTHEW LUTHERAN

Notary Public Connecticut

My Comm. Expires August 31, 2019

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

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DECOLUED 4

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- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.
- e. The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal in behalf of the corporate bidder.

 Signature

 Matt Flood, Proposals Supervisor
 Title

RESOLUTION-for corporate bidders only See Attached

proposal of this corporation for the following project,_	be authorized to sign and submit the bid or
and to include in such bid or proposal the certificate as three-d of the General Municipal Law as the act and of or misstatements in such certificate this corporate bidd	deed of such corporation, and for any inaccuracies
The foregoing is a true and correct copy of the resoluti Corporation at a meeting theday of day of20	on adopted by
Seal of the Corporation	
Secr	retary

Appointment of Authorized Representative with Limited Signing Authority

In accordance with the authority delegated to the undersigned, Christina V. Rother, President, CDW Government LLC ("Company"), the undersigned hereby delegates to Matt Flood ("Authorized Representative") holding the title, "Supervisor, Proposals" ("Authorized Title"), of Company or its affiliate, the authority solely to review and execute certain Contract documents, subject to certain limitations, as set forth in the table below ("Restricted Authority").

Contract Types	Proposals and bids with customers to provide IT products and professional services (to the extent such services are authorized by the undersigned), but excluding proposals and bids for software beta test and early adoptee agreements, and any proposals and bids for agreements out of the ordinary course of CDW's business.		
Territorial Limit	US Only.		
Not to Exceed Dollar Value Limit	Up to \$1,000,000. (This is total value, not annual value, of a contract.)		
Not to Exceed Contract Duration for Services	Up to three (3) years		
Required Approvals and Other Conditions	 Compliance with CDW Legal Department mandated contract review process. Compliance with Company policies. Capital expenditures approval, if applicable. General Counsel review, if Contract is with any principal stockholder, director or officer (or affiliate or relative) of a CDW company and the amount involved exceeds \$120,000. Treasurer review of any grant of a security interest or lien. Legal approval of any contract with a foreign entity. 		

Authorized Representative shall use the following signature block, or one that indicates in a substantially similar manner that the Authorized Representative is authorized when executing Contracts on behalf of Company:

CDW Government LLC

By:
Matt Flood, its Authorized Representative

This appointment is effective on the date specified below and shall remain in effect until the earliest of: (a) the date, December 31, 2017, when this Restricted Authority expires; (b) the date when the Authorized Representative no longer holds the Authorized Title; and (c) the date when the Restricted Authority is terminated by the undersigned. Authorized Representative may not assign or delegate the Restricted Authority to any other person.

Effective Date January 1, 2015:

Christina V. Rother, President, CDW Government LLC

Received and Approved by the Corporate Secretary's Office:

AFFIDAVIT OF COMPLIANCE

STATE OF Connecticut

COLL	MITV	OF		
COU	NIT	OF.	Fairf	ıeld

Matt Flood, Proposals Su	pervisor,	being duly sworn, depose	s and says:
1) That (s)he is an orange and that (s)he ha	officer or representa s the authority to si	ative of CDW Governme gn this affidavit.	nt LLC
contracts for goods	CDW Government LL or services as direc	ent to the Rocky Point Unio C tted by the Board of Educa and with District policy.	such nurchase
That no Officer, Emp Employee, in any po Free School District	sition, Administrato	er of the above referenced or or Board Member at the osed below.	vendor is an Rocky Point Union
related to an employ	ee in any position.	er of the above-referenced administrator or Board Me han as disclosed below:	l vendor is mber, at the Rocky
Vendor: List Officer, Employee or Stockholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
	-//	2	
	Signed		Date 7/1/2016
Sworn to before me this Day of July	1st 20_16		
Wotary Public			
Seal		MATTHEW L Notary P Connec	Public
		My Comm. Expires	August 31, 2019

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Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

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By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016

LEGAL ADVERTISING

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

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Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

Date Due: July 6, 2016 @ 2:30pm

Federal or Tax ID# 36-4617185

877-486-0590

Telephone

E-Mail Address lutzie@ theoffice pal.com

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

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 - 1. Bid Proposal Form, filled out completely. (see General Information)
 - 2. Non-Collusive Bidding Certificate, signed and sealed (if necessary).
 - 3. Affidavit of Compliance, signed and notarized.
 - 4. Indemnification Form signed and notarized.
 - 5. Any other information as noted in the bid document
- All vendors submitting a bid shall be supplied with a copy of the pricing tabulation sheet by fax or U.S. mail as soon as it is complete and available after the bid opening.
- 9) Under no circumstances is it necessary to return the technical specifications portion of this bid. They should be retained by the bidder for his/her records.
- Failure to submit any of the above data may result in the rejection of the bid as non-responsive. Furthermore, the District reserves the right to require the vendor to supply any additional information it deems necessary to determine the low responsive/responsible vendor and further to wave any minor informalities it deems in its best interest.

GENERAL INFORMATION

METHOD OF AWARD:

The contract if awarded will be to the overall lowest responsive/responsible bidder(s) in part or in whole who meet(s) all the terms of the specifications. The District guarantees no minimum or maximum purchases or contracts as a result of award of this bid. Rocky Point UFSD reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York, to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to any contract between the District and the vendor. Further, the District reserves the right to purchase any items covered under this bid by any legal means if it is in its best interest.

Successful Vendor Determination

The successful vendor shall be determined as that vendor that supplies all the items listed and is the overall low for those items assuming one (1) of each item listed was purchased.

GUARANTEE:

The Contractor shall guarantee that the material/equipment offered is currently in current production, and includes all parts regularly used with this type of equipment and that it is original equipment. Every unit delivered shall be guaranteed against faulty material and workmanship for a period of twelve months unless otherwise specified. If, during this period, such faults develop, the unit(s) or part(s) affected shall be replaced without any cost to the District within three (3) working days of notice to the vendor. Should any of the units supplied to the District harm or otherwise interfere with the intended operation of the equipment in which they have been placed in any way, it shall be the responsibility of the vendor awarded the contract to repair or replace the equipment effected, at the Districts sole discretion, within three (3) working days of notification by the District. When the manufacturer's standard guarantee for the complete unit or any component thereby exceeds twelve months the longer guarantee period shall apply.

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Bids will only be accepted from an original equipment manufacturer (OEM) or their authorized dealers. In the event a dealer submits a bid, the dealer shall guarantee that they are an authorized dealer of the manufacturer and the manufacturer has agreed to supply the dealer with the items offered in the proposal. Further, the dealer agrees to submit a certificate from the manufacturer acknowledging that they are an authorized dealer, if so requested.

AWARD OF BID:

The award, if any, will be made within forty-five (45) calendar days of the opening date. All successful vendors shall be notified by the Rocky Point UFSD Purchasing Agent of any contracts they have been awarded..

TERM OF CONTRACT:

Any contract resulting from the award of this bid shall be for a term of twelve (12) months from the date of award. The District reserves the right to renew all or any part of this contract for up to five (5) twelve month periods if agreeable by all parties and by resolution by the Rocky Point Board of Education.

TERMINATION CLAUSE:

The District reserves the right to terminate any contract resulting from this bid with (10) ten calendar days written notice to the vendor. The District agrees to show cause and allow the vendor the opportunity to rectify problems. (See also FAILURE TO PERFORM in this section)

BID FORM RESPONSES:

When filling out the attached bid form be certain that:

- 1. All blanks are filled in with the requested information
- 2. All forms are signed in blue or other non-black ink
- 3. All areas requiring a price are to be filled in as follows:
 - Supply a numerical price for all products or services to be provided. (This includes a \$0.00 if there is no additional cost for any item)
 - The words "No Bid" if you are not interested in or unable to perform any particular portion for the bid
 - All markings other than those indicated above or any blank spaces where prices are indicated shall be deemed as a "no bid" by the District and shall make the vendor non-responsive for that particular item (s). No exceptions shall be made in this case

FAILURE TO PERFORM:

Should the equipment fail to perform as advertised at any point within the timeframe of the guarantee, the vendor shall, at its own expense, and at the Districts option, repair or replace said equipment. Should the vendor fail to supply equipment that operates as specified within a reasonable amount of time as determined by the District, the vendor agrees to refund the District in full for all pertinent equipment.

JUDGMENTS/LEGAL FINDINGS:

By submitting this bid for consideration, the vendor affirms that they currently have no judgments or other legal findings nor have any pending judgments or other legal findings against the company or any of its executives, with any federal, state or local governmental entities that in any way could impact or have the potential to impact their ability to complete any contract awarded them as a result of this bid. Failure to disclose any such judgments and/or findings will result in the termination of any contracts and other penalties as deemed legal and appropriate by the District.

IRAN DIVESTMENT ACT

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2013" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should the Rocky Point UFSD receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, Rocky Point UFSD will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Rocky Point UFSD shall take such action as may be appropriate and provided for by law, vile, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Rocky Point UFSD reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

NON-APPROPRIATIONS CLAUSE:

In accordance with New York State General Municipal Laws the Rocky Point UFSD will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold the District harmless for any contracts let for which funding either does not currently exist or for which funding has been removed prior to the issuance of a purchase order by the District. Issuance of a purchase order by the District indicates that the District currently has and has set aside adequate funds to procure the goods and services indicated in the purchase order or contract. Receipt of a resolution by the Rocky Point UFSD is not in and of itself a binding contract with the District. Should it become necessary for the District to cancel a project or purchase after an order to proceed or purchase order has been issued, the District will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation. (see Bid Form for further notes)

NON-ASSIGNMENT:

In accordance with NYS General Municipal Law 109, at no time during the duration of any contract resulting from this bid, shall the successful vendor be allowed to assign any portion of this contract to a third party without express written approval by the Rocky Point UFSD.

SPECIFICATIONS

Bid #17-06

The Rocky Point UFSD is accepting sealed bids for the purchase of new Lexmark OEM toner cartridges and supplies for use by all schools in the District. The District guarantees no minimum or maximum purchases as a result of this or any contract reached with the successful vendor. (See also GENERAL INFORMATION Method of Award)

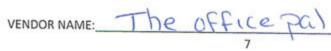
The award will be based on the total of items 1 through 32 using a quantity of one for each item.

The vendor shall be responsible for the following:

- 1. The vendor shall be responsible for inside delivery of all items.
- 2. All purchases shall be F.O.B destination Freight Paid.
- 3. All orders shall be filled within five (5) working days of receipt of a purchase order. Should the vendor be unable to fill any order completely within five working days, the District reserves the right to purchase an equal product from the open market and the vendor agrees to reimburse the District for any difference in price.
- 4. The vendor agrees to repair or replace, at the owners sole discretion and at the vendors cost, any owned or leased equipment that the owner determines has been damaged due to the use of any of any products supplied by the vendor.
- 5. The vendor agrees to supply the District with original documentation from the manufacturer upon request indicating the MSRP for all items throughout the term of the contract to allow the District to verify that the percentage off of MSRP indicated in the bid was used as a basis for the prices offered.

BID FORM - Bid #17-06

Item # Lexmark Model Item Descri		Item Description	Part #	Price/each delivered	
1	E260	Standard Toner Cartridge	E260A11A	\$110.00	
2		Photoconductor Kit	E260X22G	\$10	
3	E350	High Yield Toner Cartridge	E352H11A	\$170	
4		Photoconductor Kit	E250X22G	\$10	
5	T644	High Yield Print Cartridge	64415XA	\$ 50	
6	C534	Cyan Extra High Yield Toner Cartridge	C5340CX	\$75	
7		Magenta Extra High Yield Toner Cartridge	C5340MX	\$ 75	
8		Yellow Extra High Yield Toner Cartridge	C5340YX	\$ 75	
9		Black High Yield Toner Cartridge	C5240KH	\$ 75	
10		Photoconductor Unit (1 pack)	C53030X	\$ 20	
11		Photoconductor Unit (Multi-pack)	C53034X	\$ 80	
12		Waste Toner Bottle	C52025X	\$ 5	
13	X364	High Yield Toner Cartridge	X264H11G	\$ 150	
14		Photoconductor Kit (Same as item #2)	E260X22G	\$10	
15	MS810	Black High Yield Toner Cartridge	52D1H00	\$ 309	
16 Black Ima		Black Imaging Unit	52D0Z00	\$ 30	
		Black Extra High Yield Toner Cartridge	62D1X00	\$ 259	
18	X864	High Yield Toner Cartridge	V960U316	\$129.82	
19	7,004	Photoconductor Kit	X860H21G X860H22G		
20		Staple Cartridges (3 pack)	25A0013	\$ 102.04	
21	X912	Black High Yield Toner Cartridge	5150000		
22	N312	Photoconductor Kit	64G0H00	\$ 136.57	
23		Waste Tpmer Bottle	54G0P00 54G0W00	\$ 52.91	
24	X954		Westerner	La language and a second	
25	A954	Black Extra High Yield Toner Cartridge	X950X2KG	\$ 85	
26		Cyan Extra High Yield Toner Cartridge	X950X2CG	\$ 250	
27		Magenta Extra High Yield Toner Cartridge	X950X2MG	\$ 250	
28		Yellow Extra high Yield Toner Cartridge Photoconductor Unit (1 pack)	X950X2YG	\$ 250	
29		Photoconductor Unit (2 pack)	C950X71G	\$ 150	
30		Waste Toner Bottle	C950X73G	\$ 500	
31		Staple Cartridges (3 pk)-(Same as Item#20)	C950X76G	\$ 24.87	
31		Booklet Saddle Staple Cartridges (4 pack)	25A0013 21Z0357	\$ 102.04	



INDEMNIFICATION AGREEMENT

Bid # 17-06

The Contractor agrees:

(a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the District, the Contractor agrees to indemnify and hold harmless the Rocky Point Union Free School District, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Contractor or third parties under the direction or control of the Contractor; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the Agreement and to bear all other costs and expenses related thereto.

AUTHÓRIZED SIGNATURE

6/30/20/16

My Dompe

6/30/2016

DATE

Commission exp 2/14/20

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.

e.		bidder) is a certified copy of resolution authorizing the the signator of this bid or proposal in behalf of the
		Signature
		Sales Manager
		Title
	DESOLUT	TION

RESOLUTION-for corporate bidders only

proposal of this corporation for the following project, 17-	06 Lexmark OFM Toner
and to include in such bid or proposal the certificate as to nothered of the General Municipal Law as the act and deed or misstatements in such certificate this corporate bidder shapes	on-collusion required by Section one hundred of such corporation, and for any inaccuracies
The foregoing is a true and correct copy of the resolution at Corporation at a meeting the 30 day of June 20]	
Seal of the Corporation Secretary	ę.

AFFIDAVIT OF COMPLIANCE

	ST	ATE OF New ?	Jersey		
COUNTY OF OCO	an				
Latrie To	ber	_, being duly sworn, depose	es and says:		
That (s)he is an and that (s)he l	n officer or represents the authority to	ntative of The off sign this affidavit.	ice pal		
District to award to contracts for good	This affidavit is offered as an inducement to the Rocky Point Union Free School District to award tosuch purchase contracts for goods or services as directed by the Board of Education, in accordance with New York State law and with District policy.				
Employee, in any	nployee or Stockho position, Administr ct other than as dis	older of the above referenced ator or Board Member at the sclosed below.	d vendor is an Rocky Point Union		
related to an empl	oyee in any positio	older of the above-reference on, administrator or Board Me er than as disclosed below:	d vendor is ember, at the Rocky		
Vendor: List Officer, Employee or Stockholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties		
	# 1				
	Signed		Date 6/30		
Sworn to before me th	is 30		,		
July 1	3 Jampa.				
Notary Public	1				
Seal Comm	ission exp ali	6/20			

PROPOSAL

PREPARED FOR:

Rocky Point Union Free School District

PROJECT:

Invitation for Bid

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

PREPARED BY:

Deborah Varga

Executive Account Manager, GovConnection, Inc.

July 1, 2016

SLED Sales Office | 732 Milford Road | Merrimack, NH 03054 | www.govconnection.com



July 1, 2016

Board of Education Rocky Point Union Free School District District Administrative Office 90 Rocky Point-Yaphank Road Rocky Point, NY 11778

RE: Invitation for Bid

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

Attn: Debra Hoffman, Purchasing Agent

Thank you for inviting GovConnection to participate in your Invitation for Bid. Enclosed please find our response for your consideration.

GovConnection a trusted, single-source IT solutions provider from design through deployment, is dedicated to fulfilling the specialized IT needs of the public sector—including state and local government, K-12 and higher education institutions.

As a wholly-owned subsidiary of PC Connection, Inc., we offer a financially stable, Fortune 1000 company you can count on. You can depend on GovConnection to consistently deliver expertise, solutions and integrity.

We employ the most highly-trained, experienced IT professionals in the industry and celebrate its most tenured sales force. The depth of our expertise enables us to create smart, customer-centered solutions that match your needs and budget.

Thank you for the opportunity to offer this proposal. If selected, we'll partner as an extension of your team and remain committed to your success and ongoing satisfaction.

Please feel free to contact your dedicated Account Manager, Deb Varga at 800-800-0019 ext.33050 or dvarga@govconnection.com.

Sincerely,

Robert Bush

Director SLED Sales GovConnection, Inc.

LA Bush



Executive Summary

GovConnection is a K-12 Education market leader. Our contract portfolio includes hundreds of school districts nationwide who have come to recognize and rely upon our demonstrated excellence of service and close affinity for the needs of the K-12 Education Information Technology market.

As a premier reseller of IT products, GovConnection has demonstrated award-winning excellence for quality service and on-time delivery nationwide.

GovConnection is a wholly owned subsidiary of PC Connection, Inc., which was founded in 1982. The PC Connection family, a Fortune 1000 company, currently employs over 1,800 people and has revenues in excess of \$2 Billion. GovConnection's philosophy is to offer a "best value" solution with a focus on Public Institutional Customers. We have a team of specialists dedicated to understanding how to serve the public and education marketplace, by providing technology products and solutions with award-winning service. GovConnection helps customers solve the key business challenges inherent in any IT project by:

- Understanding the core business problem;
- Identifying the best-fit solution for the customer;
- Delivering services customized to the customer's unique business requirements;
- Validating that true knowledge transfer takes place for the customer to maintain self-sufficiency;
- Layering in maintenance and support to extend the lifecycle and reliability of the solution; and
- Ensuring that customers derive the maximum value from their IT technology investments.

GovConnection works closely with IT, Academic and Administrative Departments on website purchasing development, campus integration standards, marketing plans, and streamlining purchasing procedures. GovConnection offers robust product lines, expert marketing and maintains an award winning reputation for comprehensive service.

GovConnection has strong relationships with over 1,600 manufacturers, including the original equipment manufacturers (OEMs) IBM/Lenovo, Panasonic, Hewlett-Packard, Kingston Technologies, Samsung, Tripp Lite, Belkin, Targus and numerous others. Our partner alliances are leveraged through our multiple successful contracts. These relationships, coupled with best commercial practices for delivery developed in conjunction with PC Connection, ensure that GovConnection will be able to meet any stringent delivery requirements of our customer.

GovConnection has a 99% ship rate and will ship most in stock items the same day the order is received. We offer customers a broad range of delivery options ranging from standard overnight and second day delivery to ground, time definite and truckload services. GovConnection uses standard small package and LTL carriers such as UPS, FEDEX, Roadway and Yellow to deliver shipments. Most orders shipped ground are at no charge and would be routed "Ground Best Way" via these or other carriers. GovConnection also arranges specialized transportation services such as inside delivery, package removal and product set-up.

GovConnection has attained industry leadership by adhering tenaciously to a high standard of quality – in our people, products, partnerships and technology. Despite our continued growth, we have never lost sight of the core of our success – customer satisfaction.



ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

as specified in the contract documents.

Bids will be received until 2:30 PM., prevailing time on Wednesday, July 6, 2016, at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for **Forty Five** (45) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Thursday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 23, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016

LEGAL ADVERTISING

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

Date Due: July 6, 2016 @ 2:30pm

GovConnection, Inc.	By: Nobest Bush
Vendor Name	Signature
732 Milford Road	Robert Bush, Director SLED Sales
Street	Print Name and Title
Merrimack, NH 03054	800-800-0019 ext. 33050
Town, State, Zip Code	Telephone
Federal or Tax ID#_ 52-1837891	E-Mail Address dvarga@govconnection.con

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

INSTRUCTIONS TO BIDDERS

- 1) Read <u>all</u> documents contained in the bid specifications.
- Vendors are responsible for submitting their bids to the exact location indicated on the "Notice To Bidders" prior to the time indicated in the "Notice To Bidders". No bids will be accepted after the designated time indicated in the "Notice to Bidders. NOTE: This includes any changes listed on any addenda issued by the Rocky Point UFSD, if any. It is the responsibility of the vendor to verify that they have received the latest addendum issued for this bid. Delay in mail delivery is <u>not</u> an exception to the deadline for receipt of bids.
- 3) Bidders are responsible for reporting, in writing, any errors found in the bid specifications to the Rocky Point UFSD Purchasing Agent, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778.
- Questions about or clarifications to the technical specifications must be made in writing to the Purchasing Agent prior to the bid opening. Such questions must be in the possession of the Purchasing Agent three working days prior to the bid opening unless otherwise indicated. Verbal questions may <u>not</u> be entertained. Questions may be sent via U.S. Mail or faxed to (631) 849-7556 attention Purchasing Agent. Include bid name and number.
- 5) Bidders shall indicate on the outside of their sealed bid the following information:
 - 1. Title of Bid and Bid Number
 - 2. Date and Time of Bid Opening
 - 3. Company Name
- 6) Vendors submitting "Alternate" pricing, products or services, must do so as a separate bid package to be considered for award. Each bid must be submitted under separate cover and will be considered on its own merits.
- 7) The only forms necessary to be submitted as a bid are the following:
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AWARD OF BID:

The award, if any, will be made within forty-five (45) calendar days of the opening date. All successful vendors shall be notified by the Rocky Point UFSD Purchasing Agent of any contracts they have been awarded..

TERM OF CONTRACT:

Any contract resulting from the award of this bid shall be for a term of twelve (12) months from the date of award. The District reserves the right to renew all or any part of this contract for up to five (5) twelve month periods if agreeable by all parties and by resolution by the Rocky Point Board of Education.

TERMINATION CLAUSE:

The District reserves the right to terminate any contract resulting from this bid with (10) ten calendar days written notice to the vendor. The District agrees to show cause and allow the vendor the opportunity to rectify problems. (See also FAILURE TO PERFORM in this section)

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When filling out the attached bid form be certain that:

- 1. All blanks are filled in with the requested information
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By submitting this bid for consideration, the vendor affirms that they currently have no judgments or other legal findings nor have any pending judgments or other legal findings against the company or any of its executives, with any federal, state or local governmental entities that in any way could impact or have the potential to impact their ability to complete any contract awarded them as a result of this bid. Failure to disclose any such judgments and/or findings will result in the termination of any contracts and other penalties as deemed legal and appropriate by the District.

IRAN DIVESTMENT ACT

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2013" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should the Rocky Point UFSD receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, Rocky Point UFSD will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Rocky Point UFSD shall take such action as may be appropriate and provided for by law, vile, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Rocky Point UFSD reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

NON-APPROPRIATIONS CLAUSE:

In accordance with New York State General Municipal Laws the Rocky Point UFSD will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold the District harmless for any contracts let for which funding either does not currently exist or for which funding has been removed prior to the issuance of a purchase order by the District. Issuance of a purchase order by the District indicates that the District currently has and has set aside adequate funds to procure the goods and services indicated in the purchase order or contract. Receipt of a resolution by the Rocky Point UFSD is not in and of itself a binding contract with the District. Should it become necessary for the District to cancel a project or purchase after an order to proceed or purchase order has been issued, the District will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation. (see Bid Form for further notes)

NON-ASSIGNMENT:

In accordance with NYS General Municipal Law 109, at no time during the duration of any contract resulting from this bid, shall the successful vendor be allowed to assign any portion of this contract to a third party without express written approval by the Rocky Point UFSD.

SPECIFICATIONS

Bid #17-06

The Rocky Point UFSD is accepting sealed bids for the purchase of new Lexmark OEM toner cartridges and supplies for use by all schools in the District. The District guarantees no minimum or maximum purchases as a result of this or any contract reached with the successful vendor. (See also GENERAL INFORMATION Method of Award)

The award will be based on the total of items 1 through 32 using a quantity of one for each item.

The vendor shall be responsible for the following:

- 1. The vendor shall be responsible for inside delivery of all items.
- 2. All purchases shall be F.O.B destination Freight Paid.
- 3. All orders shall be filled within five (5) working days of receipt of a purchase order. Should the vendor be unable to fill any order completely within five working days, the District reserves the right to purchase an equal product from the open market and the vendor agrees to reimburse the District for any difference in price.
- 4. The vendor agrees to repair or replace, at the owners sole discretion and at the vendors cost, any owned or leased equipment that the owner determines has been damaged due to the use of any of any products supplied by the vendor.
- 5. The vendor agrees to supply the District with original documentation from the manufacturer upon request indicating the MSRP for all items throughout the term of the contract to allow the District to verify that the percentage off of MSRP indicated in the bid was used as a basis for the prices offered.

BID FORM - Bid #17-06

tem#	Lexmark Model	Item Description	Part #	Price/each delivered
1	E260	Standard Toner Cartridge	E260A11A	\$ 91.04
2		Photoconductor Kit	E260X22G	\$ 23.93
3	E350	High Yield Toner Cartridge	E352H11A	\$ 182.97
4		Photoconductor Kit	E250X22G	\$ 35.06
5	T644	High Yield Print Cartridge	64415XA	\$ 355.26
6	C534	Cyan Extra High Yield Toner Cartridge	C5340CX	\$ 184.98
7		Magenta Extra High Yield Toner Cartridge	C5340MX	\$ 184.98
8		Yellow Extra High Yield Toner Cartridge	C5340YX	\$ 184.98
9		Black High Yield Toner Cartridge	C5240KH	\$ 159.48
10		Photoconductor Unit (1 pack)	C53030X	\$ 32.50
11		Photoconductor Unit (Multi-pack)	C53034X	\$ 118.42
12		Waste Toner Bottle	C52025X	\$ 8.57
13	X364	High Yield Toner Cartridge	X264H11G	\$ 170.35
14		Photoconductor Kit (Same as Item #2)	E260X22G	\$ 23.93
15	MS810	Black High Yield Toner Cartridge	52D1H00	\$ 89.99
16	1413023	Black Imaging Unit	52D0Z00	\$ 21.46
17	MS812	Black Extra High Yield Toner Cartridge	62D1X00	\$ 270.00
18	X864	High Yield Toner Cartridge	X860H21G	\$ 130.69
19		Photoconductor Kit	X860H22G	\$ 105.31
20		Staple Cartridges (3 pack)	25A0013	\$ 87.15
21	X912	Black High Yield Toner Cartridge	64G0H00	\$ 104.53
22		Photoconductor Kit	54G0P00	\$ 43.99
23		Waste Tpmer Bottle	54G0W00	\$ 17.78
24	X954	Black Extra High Yield Toner Cartridge	X950X2KG	\$ 87.20
25		Cyan Extra High Yield Toner Cartridge	X950X2CG	\$ 437.32
26		Magenta Extra High Yield Toner Cartridge	X950X2MG	\$ 412.27
27		Yellow Extra high Yield Toner Cartridge	X950X2YG	\$ 412.27
28		Photoconductor Unit (1 pack)	C950X71G	\$ 207.47
29		Photoconductor Unit (2 pack)	C950X73G	\$ 622.41
30		Waste Toner Bottle	C950X76G	\$ 25.05
31		Staple Cartridges (3 pk)-(Same as Item#20)	25A0013	\$87.15
32		Booklet Saddle Staple Cartridges (4 pack)	21Z0357	\$ 139.12
-		nanufacturers (Lexmark) suggested retail price use specified in #1-32		

VENDOR NAME:	GovConnection	
		7

INDEMNIFICATION AGREEMENT

Bid # 17-06

The Contractor agrees:

(a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the District, the Contractor agrees to indemnify and hold harmless the Rocky Point Union Free School District, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Contractor or third parties under the direction or control of the Contractor; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the Agreement and to bear all other costs and expenses related thereto.

> COMMISSION EXPIRES

AUTHORIZED SIGNATURE

7/1/2016

DATE

NOTARY PUBLIC

7/1/2016

DATE

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.
- e. The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal in behalf of the corporate bidder.

 Signature

 Director SLED Sales
 Title

RESOLUTION-for corporate bidders only

RESOLVED that Robert Bush proposal of this corporation for the following project,	be authorized to sign and submit the bid or Bid # 17-06 Lexmark OEM Toner
and to include in such bid or proposal the certificate as three-d of the General Municipal Law as the act and of or misstatements in such certificate this corporate bidd	leed of such corporation, and for any inaccuracies
The foregoing is a true and correct copy of the resoluti Corporation at a meeting the5day of _Feb 1day of _July20_16. Seal of the Corporation N/A Seer Notation	

AFFIDAVIT OF COMPLIANCE

STATE OF NEW HAMPSHIRE

COUNTY	OF	Hillsborough
--------	----	--------------

_	Robert Bush		, being duly sworn, depos	es and says:
1)		n officer or represe has the authority to	entative of <u>GovConnection</u> , o sign this affidavit.	Inc.
2)	contracts for good	s or services as di	ment to the Rocky Point Uni on rected by the Board of Educ y and with District policy.	cuch nurahaaa
3)	That no Officer, En Employee, in any Free School Distric	position, Administr	older of the above reference ator or Board Member at the sclosed below.	d vendor is an Rocky Point Union
4)	related to an emple	ovee in any positio	older of the above-reference n, administrator or Board Me er than as disclosed below:	d vendor is ember, at the Rocky
Em	ndor: List Officer, ployee or ckholder's Name ne	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
		1111	1	
		Signed		7/1/16 Date
Day	July July ary Public	COMMISSION EXPIRES OCT. 26, 2016		

Important Information

THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our New York OGS Contracts. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order. **NOTE: Non-contract lines may be included as part of this quote and will be labeled as non-contract offers.





ORDERING INFORMATION

GovConnection, Inc. **New York OGS Contracts**

Contract Expiration: 17 March 2024

Please contact your account manager with questions.

Ordering Address GovConnection, Inc. 732 Milford Road Merrimack, NH 03054

Remittance Address GovConnection, Inc. PO Box 536477 Pittsburgh, PA 15253-5906

TERMS & CONDITIONS

Payment Terms:

NET 30 (subject to approved credit)

FOB Point:

DESTINATION (within Continental US)

Maximum Order Limitation:

NONE

52-1837891

DUNS Number:

80-967-8782 80-068888K

CEC:

OGTJ3

Cage Code:

Business Size:

LARGE

WARRANTY: Manufacturer's Standard Commercial Warranty

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**NOTE: Non-contract lines may be included as part of this quote and will be labeled as non-contract offers. **

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one: https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm

Please forward your Contract or Purchase Order to:

SLEDOPS@GovConnection.com

QUESTIONS: Call 800-986-2289

FAX: 603.683.0374



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SALES QUOTE

24142247.01-W1

PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date:

6/29/2016 7/29/2016

Valid Through: Account #:

Account Manager:

Phone: Fax: Email:

Account Executive: Deborah Varga

Customer Contact: Debra Hoffman

Email: dhoffman@rockypoint.k12.ny.us

Phone: (631) 849-7563

Fax:

QUOTE PROVIDED TO:

GovConnection, Inc.

Merrimack, NH 03054

732 Milford Road

AB#: 10059593 **ROCKY POINT UFSD**

90 ROCKY POINT-YAPHANK RD ROCKY POINT, NY 11778

SHIP TO:

Rocky Point Ufsd Debra Hoffman 170 Route 25A

Phone: (800) 800-0019 ext. 33050

Email: dvarga@govconnection.com

Fax: (603) 683-0238

Rocky Point, NY 11778-8750

(631) 744-1600

(631) 849-7563

	DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
. 5	5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	153.00 lbs	NET 30	

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	Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
	1	1	9163711	E260A11A	Black Return Program Toner Cartridge for E260, E360 & E460 Series Printers Lexmark	Lexmark	\$ 91.04	\$ 91.04
	2	1	9163771	E260X22G	Photoconductor Kit for E260, E360 & E460 Series Printers Lexmark	Lexmark	\$ 23.93	\$ 23.93
	3	1	7224269	E352H11A	Black High Yield Return Program Toner Cartridge for E350d & E352dn Printers Lexmark	Lexmark	\$ 182.97	\$ 182.97
	4	1	7224285	E250X22G	Photoconductor Kit for Lexmark E250d / E250dn / E350d / E352dn / E450dn Printers Lexmark	Lexmark	\$ 35,06	\$ 35,00
	5	1	5907189	64415XA	Black Extra High Yield Return Program Toner Cartridge for T644 Series Printers Lexmark	Lexmark	\$ 355.26	\$ 355.26
	6	1	7240605	C5340CX	Cyan Extra High Yield Return Program Toner Cartridge for Lexmark C534 Series Printers Lexmark	Lexmark	\$ 184.98	\$ 184.98
A ALCOHOLOGY	7	1	7240613	C5340MX	Magenta Extra High Yield Return Program Toner Cartridge for Lexmark C534 Series Printers Lexmark	Lexmark	\$ 184.98	\$ 184.96
	8	1	7240621	C5340YX	Yellow Extra High Yield Return Program Toner Cartridge for Lexmark C534 Series Printers Lexmark	Lexmark	\$ 184.98	\$ 184.96
	9	1	6140469	C5240KH	Black High Yield Return Program Toner Cartridge for C524 Series Printers Lexmark	Lexmark	\$ 159.48	\$ 159.4



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SALES QUOTE

24142247.01-W1

PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date:

6/29/2016 Valid Through: 7/29/2016

Account #:

Account Manager:

Phone: Fax: Email:

Account Executive: Deborah Varga

Customer Contact: Debra Hoffman

Email: dhoffman@rockypoint.k12.ny.us

Phone: (800) 800-0019 ext. 33050

Email: dvarga@govconnection.com

Fax: (603) 683-0238

Phone: (631) 849-7563

Fax:

QUOTE PROVIDED TO:

AB#: 10059593 ROCKY POINT UFSD

GovConnection, Inc.

Merrimack, NH 03054

732 Milford Road

90 ROCKY POINT-YAPHANK RD ROCKY POINT, NY 11778

SHIP TO:

Rocky Point Ufsd Debra Hoffman 170 Route 25A

Rocky Point, NY 11778-8750

(631) 744-1600

(631) 849-7563

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	153.00 lbs	NET 30	

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Line #	Qty	Item#	Mfg. Part #	Description	Mfg.	Price		Ext
10	1	7282291	C53030X	Photoconductor Unit for C530DN / C532N / C534N Printers Lexmark		\$ 32.50	s	32.50
11	1	7260905	C53034X	C53X Photoconductor Units (4-pack) Lexmark	Lexmark	\$ 118.42	\$	118.42
12	1	6140303	C52025X	Waste Toner Box for Lexmark C520n, C522n & C524 Series Printers Lexmark	Lexmark	\$ 8.57	\$	8.57
13	1	9644646	X264H11G	Black High Yield Return Program Toner Cartridge for X264dn, X363dn & X364 Series MFPs Lexmark	Lexmark	\$ 170.35	\$	170.35
14	1	9163771	E260X22G	Photoconductor Kit for E260, E360 & E460 Series Printers Lexmark	Lexmark	\$ 23.93	\$	23.93
15	1	14909266	52D1H00	521H Black High Yield Return Program Toner Cartridge Lexmark	Lexmark	\$ 89.99	\$	89.99
16	1	14909240	52D0Z00	520Z Black Return Program Imaging Unit Lexmark	Lexmark	\$ 21.46	\$	21.46
17	1	14909101	62D1X00	Black 621X Extra High Yield Return Program Toner Cartridge Lexmark	Lexmark	\$ 270.00	s	270,00
18	1	10532342	X860H21G	Black High Yield Toner Cartridge for X860, X862 & X864 Series Lexmark	Lexmark	\$ 130.69	s	130.69
19	1	10532334	X860H22G	Photoconductor Kit for X860, X862 & X864 Series Lexmark	Lexmark	\$ 105.31	\$	105.31



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GovConnection, Inc. 732 Milford Road Merrimack, NH 03054 Account Executive: Deborah Varga

Phone: (800) 800-0019 ext. 33050

Fax: (603) 683-0238

Email: dvarga@govconnection.com

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Date: Valid Through: 6/29/2016 7/29/2016

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SHIP TO:

Rocky Point Ufsd Debra Hoffman

170 Route 25A

Rocky Point, NY 11778-8750

(631) 744-1600

(631) 849-7563

	DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
[5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	153.00 lbs	NET 30	

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L	ine#	Qty	Item#	Mfg. Part #	Description	Mfg.	Price	Ext
	20	1	5915015	25A0013	Staple Cartridges for Lexmark W840 Laser Printer (3 Cartridges / 15,000 Staples) Lexmark	Lexmark	\$ 87.15	\$ 87.1
	21	1	17522438	64G0H00	Black High Yield Toner Cartridge for MX910de, MX911dte & MX912dxe Lexmark	Lexmark	\$ 104.53	\$ 104.5
Ī	22	1	17522411	54G0P00	Photoconductor Unit for MS911de, MX910de, MX911dte & MX912dxe Lexmark	Lexmark	\$ 43.99	\$ 43.9
	23	1	17522420	54G0W00	Waste Toner Bottle for MS911de, MX910de, MX911dte & MX912dxe Lexmark	Lexmark	\$ 17.78	\$ 17.7
	24	1	12869651	X950X2KG	Black Extra High Yield Toner Cartridge for X950de, X952dte & X954dhe Color Leser MFPs Lexmark	Lexmark	\$ 87.20	\$ 87.2
	25	1	12869838	X950X2CG	Cyan Extra High Yield Toner Cartridge for X950de, X952dte & X954dhe Color Laser MFPs Lexmark		\$ 437.32	\$ 437.3
	26	1	12869846	X950X2MG	Magenta Extra High Yield Toner Cartridge for X950de, X952dte & X954dhe Color Laser MFPs Lexmark	Lexmark	\$ 412.27	\$ 412.2
	27	1	12869854	X950X2YG	Yellow Extra High Yield Toner Cartridge for X950de, X952dte & X954dhe Color Laser MFPs Lexmark	Lexmark	\$ 412.27	\$ 412.2
	28	1	12869660	C950X71G	Photoconductor Unit for C950de Color Laser Printer & X950de, X952dte & X954dhe Color Laser MFPs Lexmark	Lexmark	\$ 207.47	\$ 207.4



GovConnection, Inc. 732 Milford Road Merrimack, NH 03054 Account Executive: Deborah Varga

Account Manager:

Phone: (800) 800-0019 ext. 33050

Fax: (603) 683-0238

Email: dvarga@govconnection.com

24142247.01-W1

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Date:

6/29/2016

Valid Through:

7/29/2016

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Acc

Customer Contact: Debra Hoffman

Phone: Fax: Email:

Email: dhoffman@rockypoint.k12.ny.us

Phone: (631) 849-7563

Fax:

QUOTE PROVIDED TO:

AB#: 10059593 ROCKY POINT UFSD

90 ROCKY POINT-YAPHANK RD ROCKY POINT, NY 11778 SHIP TO:

Rocky Point Ufsd Debra Hoffman 170 Route 25A

Rocky Point, NY 11778-8750

(631) 744-1600

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5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	153.00 lbs	NET 30	

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Line #	Qty	Item#	Mfg. Part #	Description	Mfg.	Price		Ext
29	1	12869678	C950X73G	Photoconductor Unit for C950de Color Laser Printer & X950de, X952dte & X954dhe Laser MFPs (3-pack) Lexmark	Lexmark	\$ 622.41	\$	622.4
30	1	13036651	C950X76G	Waste Toner Bottle for C950de Printer & X950de, X952dte & X954dhe MFPs Lexmark	Lexmark	\$ 25.05	\$	25.08
31	1	5915015	25A0013	Staple Cartridges for Lexmark W840 Laser Printer (3 Cartridges / 15,000 Staples) Lexmark	Lexmark	\$ 87.15	\$	87.15
32	1	7653901	21Z0357	Saddle Staple Cartridges (4-pack) Lexmark	Lexmark	\$ 139.12	\$	139.12
						Subtotal	\$	5,057.61
						Fee		0.00
						Shipping and Handling		0.00
						Tax	Jane -	Exempt!

*Lease for as low as: \$168.62/Mo.

5,057.61

Total \$

Partner With Us

When you are faced with opportunities and challenges, it's important to have a reliable IT partner on your side. We are confident that your partnership with GovConnection will deliver you value through a combination of depth of experience, savings, and outstanding service.

Take a closer look at GovConnection and you'll see that everything we do revolves around making it easier for you to evaluate, design, purchase, implement, and maintain complete IT solutions that enable you to better fulfill your mission. Not only are we named on the contracts you use most, but we have the technology solutions, dedicated account teams, on-staff experts, product authorizations, IT services and efficient procurement tools you need to take care of everything with a single phone call.

The IT marketplace is full of companies who simply claim to be different. We prefer to prove it, day in and day out. Choose GovConnection and we'll prove it to you. We are committed to the highest standards of quality in our people, products, partnerships, and technology, to ensure we continue to deliver on the reason for our success—customer satisfaction.

Why GovConnection?

- We are a financially stable, Fortune 1000 company.
- We offer complete solutions and services designed to improve operations and increase the value of IT.
- We employ the most highly trained, experienced IT professionals in the industry.
- We strive to understand your needs and to create solutions that adhere to your requirements and budget.
- We serve as a trusted extension of your IT staff.
- We are relentless in our commitment to exceeding your expectations.





ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

as specified in the contract documents.

Bids will be received until 2:30 PM., prevailing time on Wednesday, July 6, 2016, at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for **Forty Five** (45) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Thursday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 23, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016

LEGAL ADVERTISING

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

Attention: Business Office

Gentlemen:

The undersigned agrees to furnish and deliver, in accordance with all specifications and general conditions contained in the attached bid information package, the item(s) and/or service(s) indicated at the price(s) entered within, and agree to enter into a contract to provide same by acceptance of a purchase order. The undersigned bidder further certifies to having read these specifications, conditions and instructions, and offers to furnish the item(s) or service(s) specified to the Rocky Point Union Free School District in exact accordance with same, as indicated on pages contained in the bid information sheets. It is understood that the Board of Education reserves the right to award this bid to the lowest acceptable bidder, or to reject any or all bids, as best serves the interests of the school district, as determined by the Board of Education.

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

Date Due: July 6, 2016 @ 2:30pm

LASER IMAGING INC. Vendor Name	By: Andrew Sales
11101 CUTTEN 20 #101 Street	ANDIZEW GLUCKER Manage &
Houston, Tx, 77066 Town. State, Zip Code	281 583 7552 Telephone
Federal or Tax ID# 76 - 048987 0	li Mail Address a sal set > Oloses

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Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

INSTRUCTIONS TO BIDDERS

- 1) Read all documents contained in the bid specifications.
- Vendors are responsible for submitting their bids to the exact location indicated on the "Notice To Bidders" prior to the time indicated in the "Notice To Bidders". No bids will be accepted after the designated time indicated in the "Notice to Bidders. NOTE: This includes any changes listed on any addenda issued by the Rocky Point UFSD, if any. It is the responsibility of the vendor to verify that they have received the latest addendum issued for this bid. Delay in mail delivery is <u>not</u> an exception to the deadline for receipt of bids.
- 3) Bidders are responsible for reporting, in writing, any errors found in the bid specifications to the Rocky Point UFSD Purchasing Agent, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778.
- Questions about or clarifications to the technical specifications must be made in writing to the Purchasing Agent prior to the bid opening. Such questions must be in the possession of the Purchasing Agent three working days prior to the bid opening unless otherwise indicated. Verbal questions may <u>not</u> be entertained. Questions may be sent via U.S. Mail or faxed to (631) 849-7556 attention Purchasing Agent. Include bid name and number.
- 5) Bidders shall indicate on the outside of their sealed bid the following information:
 - 1. Title of Bid and Bid Number
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- 6) Vendors submitting "Alternate" pricing, products or services, must do so as a separate bid package to be considered for award. Each bid must be submitted under separate cover and will be considered on its own merits.
- 7) The only forms necessary to be submitted as a bid are the following:
 - 1. Bid Proposal Form, filled out completely. (see General Information)
 - 2. Non-Collusive Bidding Certificate, signed and sealed (if necessary).
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- 8) All vendors submitting a bid shall be supplied with a copy of the pricing tabulation sheet by fax or U.S. mail as soon as it is complete and available after the bid opening.
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- 10) Failure to submit any of the above data may result in the rejection of the bid as non-responsive. Furthermore, the District reserves the right to require the vendor to supply any additional information it deems necessary to determine the low responsive/responsible vendor and further to wave any minor informalities it deems in its best interest.

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The contract if awarded will be to the overall lowest responsive/responsible bidder(s) in part or in whole who meet(s) all the terms of the specifications. The District guarantees no minimum or maximum purchases or contracts as a result of award of this bid. Rocky Point UFSD reserves the right to allow all municipal and not for profit organizations authorized under the General Municipal Laws of the State of New York, to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to any contract between the District and the vendor. Further, the District reserves the right to purchase any items covered under this bid by any legal means if it is in its best interest.

Successful Vendor Determination

The successful vendor shall be determined as that vendor that supplies all the items listed and is the overall low for those items assuming one (1) of each item listed was purchased.

GUARANTEE:

The Contractor shall guarantee that the material/equipment offered is currently in current production, and includes all parts regularly used with this type of equipment and that it is original equipment. Every unit delivered shall be guaranteed against faulty material and workmanship for a period of twelve months unless otherwise specified. If, during this period, such faults develop, the unit(s) or part(s) affected shall be replaced without any cost to the District within three (3) working days of notice to the vendor. Should any of the units supplied to the District harm or otherwise interfere with the intended operation of the equipment in which they have been placed in any way, it shall be the responsibility of the vendor awarded the contract to repair or replace the equipment effected, at the Districts sole discretion, within three (3) working days of notification by the District. When the manufacturer's standard guarantee for the complete unit or any component thereby exceeds twelve months the longer guarantee period shall apply.

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Any contract resulting from the award of this bid shall be for a term of twelve (12) months from the date of award. The District reserves the right to renew all or any part of this contract for up to five (5) twelve month periods if agreeable by all parties and by resolution by the Rocky Point Board of Education.

TERMINATION CLAUSE:

The District reserves the right to terminate any contract resulting from this bid with (10) ten calendar days written notice to the vendor. The District agrees to show cause and allow the vendor the opportunity to rectify problems. (See also FAILURE TO PERFORM in this section)

BID FORM RESPONSES:

When filling out the attached bid form be certain that:

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 (This includes a \$0.00 if there is no additional cost for any item)
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Should the equipment fail to perform as advertised at any point within the timeframe of the guarantee, the vendor shall, at its own expense, and at the Districts option, repair or replace said equipment. Should the vendor fail to supply equipment that operates as specified within a reasonable amount of time as determined by the District, the vendor agrees to refund the District in full for all pertinent equipment.

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During the term of the Contract, should the Rocky Point UFSD receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, Rocky Point UFSD will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Rocky Point UFSD shall take such action as may be appropriate and provided for by law, vile, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Rocky Point UFSD reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

NON-APPROPRIATIONS CLAUSE:

In accordance with New York State General Municipal Laws the Rocky Point UFSD will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold the District harmless for any contracts let for which funding either does not currently exist or for which funding has been removed prior to the issuance of a purchase order by the District. Issuance of a purchase order by the District indicates that the District currently has and has set aside adequate funds to procure the goods and services indicated in the purchase order or contract. Receipt of a resolution by the Rocky Point UFSD is not in and of itself a binding contract with the District. Should it become necessary for the District to cancel a project or purchase after an order to proceed or purchase order has been issued, the District will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation. (see Bid Form for further notes)

NON-ASSIGNMENT:

In accordance with NYS General Municipal Law 109, at no time during the duration of any contract resulting from this bid, shall the successful vendor be allowed to assign any portion of this contract to a third party without express written approval by the Rocky Point UFSD.

SPECIFICATIONS

Bid #17-06

The Rocky Point UFSD is accepting sealed bids for the purchase of new Lexmark OEM toner cartridges and supplies for use by all schools in the District. The District guarantees no minimum or maximum purchases as a result of this or any contract reached with the successful vendor. (See also GENERAL INFORMATION Method of Award)

The award will be based on the total of items 1 through 32 using a quantity of one for each item.

The vendor shall be responsible for the following:

- 1. The vendor shall be responsible for inside delivery of all items.
- 2. All purchases shall be F.O.B destination Freight Paid.
- 3. All orders shall be filled within five (5) working days of receipt of a purchase order. Should the vendor be unable to fill any order completely within five working days, the District reserves the right to purchase an equal product from the open market and the vendor agrees to reimburse the District for any difference in price.
- 4. The vendor agrees to repair or replace, at the owners sole discretion and at the vendors cost, any owned or leased equipment that the owner determines has been damaged due to the use of any of any products supplied by the vendor.
- 5. The vendor agrees to supply the District with original documentation from the manufacturer upon request indicating the MSRP for all items throughout the term of the contract to allow the District to verify that the percentage off of MSRP indicated in the bid was used as a basis for the prices offered.

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

corporate bidder.

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- b. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c. No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.

e. The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal in behalf of the

corporate bidder.	Signature Shuln
	Title Manager
RESOLU	UTION-for corporate bidders only
proposal of this corporation for the following and to include in such bid or proposal the three-d of the General Municipal Law a	be authorized to sign and submit the bid or swing project. Let make of the later of the later of the certificate as to non-collusion required by Section one hundred as the act and deed of such corporation, and for any inaccuracies corporate bidder shall be liable under the penalties of perjury.
The foregoing is a true and correct copy	of the resolution adopted by / Asia Tooks into
Corporation at a meeting the 16 day of 12006	of the resolution adopted by LASA TIMBING day of 1999 and is still in full force and effect on this
Seal of the Corporation	
-/- // b-/	Secretary

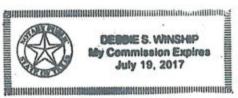
BID FORM - Bid #17-06

Item#	Lexmark Model	Item Description	Part #	Price/each delivered
1	E260	Standard Toner Cartridge	E260A11A	6 000
2.		Photoconductor Kit	E260X22G	\$ 22.50
			CEOUNZEO	\$ 22.50
3	E350	High Yield Toner Cartridge	E352H11A	\$ 119.99
4		Photoconductor Kit	E250X22G	S
_				-
5	T644	High Yield Print Cartridge	64415XA	\$ 189.9
6	C534	Cyan Extra High Yield Toner Cartridge		
7		Magenta Extra High Yield Toner Cartridge	C5340CX	5 109.9
8		Yellow Extra High Yield Toner Cartridge	C5340MX	5 1 19 96
9		Black High Yield Toner Cartridge	C5340YX	\$ 1199
10		Photoconductor Unit (1 pack)	C5240KH	\$ 105 00
11		Photoconductor Unit (1 pack) Photoconductor Unit (Multi-pack)	C53030X	\$ 39.90
12		Waste Toner Bottle	C53034X	\$ 139.90
		Troute fortie	C52025X	\$ 12.99
13	X364	High Yield Toner Cartridge	Vac-	-
14		Photoconductor Kit (Same as item #2)	X264H11G	\$ 139.99
		The state of the paint as item #2)	E260X22G	\$ 22.50
15	MS810	Black High Yield Toner Cartridge	52D1H00	100000
16		Black Imaging Unit	52D1H00 52D0Z00	5 22 9.9
			3200200	\$ 49.99
17	MS812	Black Extra High Yield Toner Cartridge	62D1X00	\$ 259.9
			DEDINOU	3 2 3 7 . 7
18	X864	High Yield Toner Cartridge	X860H21G	\$ 169.90
19		Photoconductor Kit	X860H22G	\$ 139.00
20		Staple Cartridges (3 pack)	25A0013	\$ 120.00
-				-
21	X912	Black High Yield Toner Cartridge	64G0H00	\$ 160 00
22		Photoconductor Kit	54G0P00	5 64 00
23		Waste Tpmer Bottle	54G0W00	\$ 24.99
24	VOSA	Disable and the second		
25	X954	Black Extra High Yield Toner Cartridge	X950X2KG	\$ 110.00
26		Cyan Extra High Yield Toner Cartridge	X950X2CG	\$ 499.99
27		Magenta Extra High Yield Toner Cartridge	X950X2MG	5499.99
28		Yellow Extra high Yield Toner Cartridge	X950X2YG	\$ 499.99
29		Photoconductor Unit (1 pack)	C950X71G	\$ 259 99
30		Photoconductor Unit (2 pack) Waste Toner Bottle	C950X73G	\$ 710.00
31			C950X76G	\$ 31 00
32		Staple Cartridges (3 pk)-(Same as Item#20) Booklet Saddle Staple Cartridges (4 pack)	25A0013	\$ 120.00
		osset Saudie Staple Cartriages (4 pack)	21Z0357	\$
Pe	rcentage off of mar	nufacturers (Lexmark) suggested retail price use		
1.0	Trucke on or mar	pecified in #1-32	d to determine	

VENDOR NAME: LASER IMAGING INC.

AFFIDAVIT OF COMPLIANCE STATE OF

COUNTY OF			
RicHael Applew	11.Te	_, being duly sworn, depose	es and says:
That (s)he is an orange and that (s)he has	officer or represer as the authority to	ntative of Asia Imsign this affidavit.	Acyro Cy
District to award to contracts for goods	or services as dir	nent to the Rocky Point Union Communication of Education and with District policy.	such purchase
	osition, Administra	lder of the above referenced ator or Board Member at the closed below.	
related to an employ	ee in any position	lder of the above-referenced n, administrator or Board Me r than as disclosed below:	
Vendor: List Officer, Employee or Stockholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
	Signed	/	(Date / 1)
Sworn to before me this Day of TUNE.	29714	*/	
Notary Public	Sand S	N	
Seal		별	



INDEMNIFICATION AGREEMENT

Bid # 17-06

The Contractor agrees:

(a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the District, the Contractor agrees to indemnify and hold harmless the Rocky Point Union Free School District, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Contractor or third parties under the direction or control of the Contractor; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the Agreement and to bear all other costs and expenses related thereto.

NOTARY PUBLIC

AND THE PARTY OF T . Zamenumunumunumunumu.

DEBBIES. WINSHIP y Commission Expires July 19, 2017

ROCKY POINT UNION FREE SCHOOL DISTRICT BID OPENING SPECTATOR ATTENDANCE

Bid Number: 17-06	Date:	7/6/15
Title: Lexmark OEM Toner Cartridges	Time:	2:30 pm
+ Supplies (Please Print Information)		,

Name of Spectator	Representing Name of Bidder	Address of Spectator
Grey Hilton	Rocky Point Schools	Rocky Point Schools

ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

as specified in the contract documents.

Bids will be received until 2:30 PM., prevailing time on Wednesday, July 6, 2016, at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for Forty Five (45) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Thursday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 23, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016

LEGAL ADVERTISING

ROCKY POINT UNION FREE SCHOOL DISTRICT

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

BIDDERS PROPOSAL AND CERTIFICATION

The Board of Education Rocky Point Union Free School District Rocky Point, NY 11778

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Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

Date Due: July 6, 2016 @ 2:30pm

	By:	
Vendor Name	Signature	· · · · · · · · · · · · · · · · · · ·
Street	Print Name and Title	
Town, State, Zip Code	Telephone	
Federal or Tax ID#	E-Mail Address	

Note: All communication in connection with this bid should be addressed to the Purchasing Agent, Rocky Point Union Free School District, Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778. Telephone number 631-849-7563.

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IRAN DIVESTMENT ACT

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2013" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should the Rocky Point UFSD receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, Rocky Point UFSD will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Rocky Point UFSD shall take such action as may be appropriate and provided for by law, vile, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Rocky Point UFSD reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

NON-APPROPRIATIONS CLAUSE:

In accordance with New York State General Municipal Laws the Rocky Point UFSD will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold the District harmless for any contracts let for which funding either does not currently exist or for which funding has been removed prior to the issuance of a purchase order by the District. Issuance of a purchase order by the District indicates that the District currently has and has set aside adequate funds to procure the goods and services indicated in the purchase order or contract. Receipt of a resolution by the Rocky Point UFSD is not in and of itself a binding contract with the District. Should it become necessary for the District to cancel a project or purchase after an order to proceed or purchase order has been issued, the District will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation. (see Bid Form for further notes)

NON-ASSIGNMENT:

In accordance with NYS General Municipal Law 109, at no time during the duration of any contract resulting from this bid, shall the successful vendor be allowed to assign any portion of this contract to a third party without express written approval by the Rocky Point UFSD.

SPECIFICATIONS

Bid #17-06

The Rocky Point UFSD is accepting sealed bids for the purchase of new Lexmark OEM toner cartridges and supplies for use by all schools in the District. The District guarantees no minimum or maximum purchases as a result of this or any contract reached with the successful vendor. (See also GENERAL INFORMATION Method of Award)

The award will be based on the total of items 1 through 32 using a quantity of one for each item.

The vendor shall be responsible for the following:

- 1. The vendor shall be responsible for inside delivery of all items.
- 2. All purchases shall be F.O.B destination Freight Paid.
- 3. All orders shall be filled within five (5) working days of receipt of a purchase order. Should the vendor be unable to fill any order completely within five working days, the District reserves the right to purchase an equal product from the open market and the vendor agrees to reimburse the District for any difference in price.
- 4. The vendor agrees to repair or replace, at the owners sole discretion and at the vendors cost, any owned or leased equipment that the owner determines has been damaged due to the use of any of any products supplied by the vendor.
- 5. The vendor agrees to supply the District with original documentation from the manufacturer upon request indicating the MSRP for all items throughout the term of the contract to allow the District to verify that the percentage off of MSRP indicated in the bid was used as a basis for the prices offered.

BID FORM - Bid #17-06

tem#	Lexmark Model	Item Description	Part #	Price/eac delivered
1	E260	Standard Toner Cartridge	E260A11A	\$
2		Photoconductor Kit	E260X22G	\$
3	E350	High Yield Toner Cartridge	E352H11A	<u> </u>
4		Photoconductor Kit	E250X22G	\$
5	T644	High Yield Print Cartridge	CAAAEVA	
	1044	riigii field Ffiiit Cartridge	64415XA	\$
6	C534	Cyan Extra High Yield Toner Cartridge	C5340CX	\$
7		Magenta Extra High Yield Toner Cartridge	C5340MX	\$
8	·····	Yellow Extra High Yield Toner Cartridge	C5340YX	\$
9		Black High Yield Toner Cartridge	C5240KH	\$
10	··	Photoconductor Unit (1 pack)	C53030X	\$
11	· · · · · · · · · · · · · · · · · · ·	Photoconductor Unit (Multi-pack)	C53034X	\$
12		Waste Toner Bottle	C52025X	\$
13	X364	High Yield Toner Cartridge	X264H11G	\$
14		Photoconductor Kit (Same as item #2)	E260X22G	\$
15	MS810	Black High Yield Toner Cartridge	52D1H00	
16		Black Imaging Unit	52D0Z00	\$
17	NACO4 2			
1/	MS812	Black Extra High Yield Toner Cartridge	62D1X00	\$
18	X864	High Yield Toner Cartridge	X860H21G	\$
19		Photoconductor Kit	X860H22G	\$
20		Staple Cartridges (3 pack)	25A0013	\$
21	X912	Black High Yield Toner Cartridge	64G0H00	
22		Photoconductor Kit	54G0P00	\$
23		Waste Tpmer Bottle	54G0W00	\$
24	X954	Disele February 18-by W. J. L. T.		
25	A934	Black Extra High Yield Toner Cartridge	X950X2KG	\$
26		Cyan Extra High Yield Toner Cartridge	X950X2CG	\$
27	****	Magenta Extra High Yield Toner Cartridge	X950X2MG	\$
28		Yellow Extra high Yield Toner Cartridge	X950X2YG	\$
29		Photoconductor Unit (1 pack)	C950X71G	\$
30		Photoconductor Unit (2 pack) Waste Toner Bottle	C950X73G	\$
31			C950X76G	\$
32		Staple Cartridges (3 pk)-(Same as Item#20)	25A0013	\$
		Booklet Saddle Staple Cartridges (4 pack)	21Z0357	\$
		nufacturers (Lexmark) suggested retail price use		

VENDOR NAME:	
•	

INDEMNIFICATION AGREEMENT

Bid # 17-06

The Contractor agrees:

(a) that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the District, the Contractor agrees to indemnify and hold harmless the Rocky Point Union Free School District, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Contractor or third parties under the direction or control of the Contractor; and
(b) to provide defense for and defend, at its sole expense, any and all claims

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the Agreement and to bear all other costs and expenses related thereto.

AUTHORIZ	ED SIGNATURE
DATE	
NOTARY P	UBLIC
DATE	

ROCKY POINT UNION FREE SCHOOL DISTRICT NON-COLLUSIVE BIDDING CERTIFICATION

Chapter 751 of the Laws of 1965 amended Section 103-d of the General Municipal Law required that every bid or proposal submitted to a political sub-division of New York State must contain the following certification properly signed and executed:

The undersigned herby certifies that:

- a. This bid or proposal has been independently arrived at without collusion with any other bidder with any competitor or potential competitor;
- b. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- c. No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf.
- e. The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal in behalf of the corporate bidder.

Signature	 	
Title		

RESOLUTION-for corporate bidders only

RESOLVED that	be authorized to sign and submit the bid or
RESOLVED that proposal of this corporation for the following project,	
and to include in such bid or proposal the certificate as three-d of the General Municipal Law as the act and or or misstatements in such certificate this corporate bidd	deed of such corporation, and for any inaccuracies
The foregoing is a true and correct copy of the resoluti Corporation at a meeting theday of day of20	on adopted by and is still in full force and effect on this
Seal of the Corporation	
Secre	etary

AFFIDAVIT OF COMPLIANCE STATE OF

CC	OUNTY OF						
		****	_, being duly sworn, depose	es and says:			
1)	That (s)he is an officer or representative ofand that (s)he has the authority to sign this affidavit.						
2)	This affidavit is offered as an inducement to the Rocky Point Union Free School District to award tosuch purchase contracts for goods or services as directed by the Board of Education, in accordance with New York State law and with District policy.						
3)	3) That no Officer, Employee or Stockholder of the above referenced vendor is an Employee, in any position, Administrator or Board Member at the Rocky Point Union Free School District other than as disclosed below.						
4)	related to an emplo	byee in any position	older of the above-reference n, administrator or Board Me r than as disclosed below:	d vendor is ember, at the Rocky			
Em	ndor: List Officer, ployee or ckholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties			
		Signed	·	Date			
Sw	orn to before me this	S	_				

Seal

Notary Public

AFFIDAVIT OF PUBLICATION

State of New York)	
SS: County of Suffolk)	
Courtney Biondo of Port Jefferson, in said Cou Record Newspapers:	nty, is the Legal Editor of Times Beacon
The Village Times Herald The Village Beacon Record The Port Times Record The Times of Huntington and the	The Times of SmithtownThe Times of Middle Country Northports
A weekly newspaper published in Setauket, in Suffolk, State of New York, and annexed is a p published in said newspaper once in each week	rinted copy, that has been regularly
June 2	2016
Sworn before me this23 day of	<u>E</u> 2016.
LEGAL EDITOR Times Beacon Record Newspapers	MARGE RIGGIO MARGE RIGGIO Notary Public, State of New York No. 01RI5071568 Qualified in Suffolk County Commission Expires January 13, 20

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies as specified in the contract documents.

Bids will be received until 2:30 PM., prevailing time on Wednesday, July 6, 2016, at the District Administrative Office, 90 Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid

on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any serves the right to reject any

serves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for Forty Five (45) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Thursday at the District Administrative Office, 90 Rocky Point, New York beginning Thursday, June 23, 2016.

BY ORDER OF THE;
Board of Education
Rocky Point Union Free
School District
At Rocky Point,
Town of Brookhaven

Suffolk County, New York By: Debra Hoffman

Purchasing Agent DATED: June 23, 2016

122 6/23 1x vbr

Vendor List

Callie Perry, Territory Development Manager Office Depot BSD, Home Office 38 Beechnut Terrace
Whitesboro, NY 13492
Customer Service Dept. + 1-888-777-4044
National Fax Dept. + 1-800-973-3376
Cell + 315-351-6755
Fax + 561-438-9855
Rochester Sales Office Fax + 585-271-1766
Email: callie.perry@officedepot.com

Tom Sommers
Account Executive
W.B. Mason Co., Inc.
6018 Corporate Drive
East Syracuse, NY 13057
Phone: 1-888-WB-MASON (1-888-926-2766)

Extension: 5998 Fax: 1-888-266-9082

Email: tom.sommers@wbmason.com

Madeline Alkon
Crystal Information Systems Inc.
25A Dubon Ct.
Farmingdale, NY 11735
631-501-0810 ext. 307
Fax: 631-501-0826
Email: Madeline@crystalinfosystems.com

David Rizzo
The Tree House, Inc.
P.O. Box 413
Norwood, MA 02062
800-595-6651
Fax: 781-278-0706
Email: djirizz@aol.com

John Loughlin, Supervisor Proposals CDW Government LLC 230 N. Milwaukee Avenue Vernon Hills, IL 60061 (312) 705-1880 Fax: 312-705-4680 Email: jloughlin@cdw.com

Geoffrey Miller
PC University Distributors, Inc.
99 West Hawthorne Avenue
Valley Stream, NY 11580
(516) 596-1500
Fax: (516) 596-1515
Email: gmm@pcuniversity.com

The Office Pal 1000 Airport Road #201 Lakewood Township, NJ 08701 Phone: 732-370-1733

Robert P. Vincent, Sr. Account Executive Otter Graphics Inc. 2390 Crenshaw Blvd., Suite #409 Torrance, CA 90501 Phone: 424-488-1120 robertv@ottergi.com

Deborah Varga, Gec Acct Mgr.
Gov Connection, Inc.
732 Milford Rd
Merrimack, NH 03054
(800) 800-0019 ext. 3305a
dranga@govconnection.com

Gwen Lauderdale Affinity Enterprises, LLC 176 Canfield Road Pithsford, NY 14534 (800) 923-6846 x 709 glauderdale @ affinityenterprises. net

Steven Milan
Iprint Technology
9321 Eton Ave.
Chatsworth, CA 91311
iprinttechnologies.com

Businessnews

AFFIDAVIT OF PUBLICATION

STATE OF NEW YORK County of Suffolk, ss.:

The undersigned is the authorized designee of Scott Schoen/Publisher of Long Island Business News, a weekly newspaper published in Ronkonkoma, New York. A notice was published in said newspaper one times, commencing on 6/24/2016 and ending on 6/24/2016. The text of the notice as published in said newspaper is as set forth below, or in the annexed exhibit. This newspaper has been designated by the Clerk of Suffolk County for this purpose.

Robin Burgio
Public Notice Coordinator

ADVERTISEMENT INVITATION TO BIDDERS

The Board of Education of the Rocky Point Union Free School District at Rocky Point, Town of Brookhaven, Suffolk County, New York hereby invites sealed bids for:

> Schedule No.: 17-06 Lexmark OEM Toner Cartridges & Supplies

as specified in the contract documents.

Bids will be received until 2:30 PM., prevailing time on Wednesday, July 6, 2016, at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778, at which time and place all bids will be publicly opened and read aloud. Bid title should be clearly marked on each envelope, along with the date and time of the bid opening.

The Board of Education reserves the right to reject any and all bids or to accept that bid which in its judgment is in the best interest of the School District.

Any bid submitted will be binding for Forty Five (45) days after the formal opening thereof, and no bid shall be withdrawn during that time, pending the decision of the Board of Education.

The contract documents, including specifications may be examined and obtained between the hours of 9:00 A.M. and 3:00 P.M., Monday through Thursday at the District Administrative Office, 90 Rocky Point-Yaphank Road, Rocky Point, New York beginning Thursday, June 23, 2016.

BY ORDER OF THE; Board of Education Rocky Point Union Free School District At Rocky Point, Town of Brookhaven Suffolk County, New York

By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016 1109 5361 LIBN 06/24/2016 Sworn to before me on this 24th day of June, 2016

Kathleen M. Lombardo Notary Public, State of New York 6264338

Commission Expires 06/25/2020

AFFIDAVIT OF PUBLICATION

State of New York)	
SS: County of Suffolk)	
Courtney Biondo of Port Jefferson, in said County, is the Record Newspapers:	Legal Editor of Times Beacon
The Village Times Herald The Village Beacon Record The Port Times Record The Times of Huntington and the Northport	_The Times of Smithtown _The Times of Middle Country
A weekly newspaper published in Setauket, in the Town Suffolk, State of New York, and annexed is a printed coppublished in said newspaper once in each week for	by, that has been regularly
June 23,	2016
Sworn before me this 23 day of JUNE 201	16.
	MARGE RIGGIO Notary Public, State of New York No. 01RIS071568 Qualified in Suffolk County mmission Expires January 13, 20

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BY ORDER OF THE;
Board of Education
Rocky Point Union Free
School District
At Rocky Point,
Town of Brookhaven
Suffolk County, New York

Suffolk County, New Yo By: Debra Hoffman Purchasing Agent

DATED: June 23, 2016

122 6/23 1x vbr

PUBLIC SCHOOL TUITION CONTRACT FOR SPECIAL EDUCATION SERVICES

AGREEMENT made by and between the Board of Education of the Center Moriches Union Free School District, having its principal office at 529 Main Street, Center Moriches, New York 11934 (hereinafter called the "Receiving School District"), and the Board of Education of the **Rocky Point UFSD**, having its principal office at 90 Rocky Point-Yaphank Road, Rocky Point, NY (hereinafter called the "Sending School District").

WITNESSETH:

WHEREAS, pursuant to Education Law §4402(2) (b), the Sending School District is authorized to contract for special services or programs as the Sending School District shall deem reasonable and appropriate for students with disabilities, and has determined after consideration of the recommendations of the local committee on special education ("CSE") that the Receiving School District is adequate to provide such special education instruction and/or related services; and

WHEREAS, the Receiving School District is a public school district authorized by New York State to conduct, operate and maintain an educational program and provide special education and related services to students with disabilities; and

WHEREAS, the Sending School District is desirous of having the Receiving School District provide such instruction and/or related services to certain students with disabilities residing within the Sending School District; and

WHEREAS, the Receiving School District acknowledges that it has reviewed the Individualized Education Program(s) ("IEP") of the student(s) to be served pursuant to this agreement and warrants that it is capable of providing and will provide the level of instructional and related services required by each applicable IEP;

NOW, THEREFORE, the parties mutually agree as follows:

A. <u>TERM</u>:

The Sending School District hereby agrees to place, and the Receiving School District agrees to accept, the student(s) listed on the attached "Confidential Schedule A" in an appropriate program of the Receiving School District for the 2016-2017 school year. The term of this Agreement shall be from September 1, 2016 through June 30, 2017, inclusive, unless earlier terminated as provided in this Agreement.

B. <u>COMPENSATION</u>:

1. The Sending School District agrees to pay nonresident tuition to the Receiving

School District for each student receiving services pursuant to this Agreement in the **estimated** amount of \$88,956.37 per student, which includes Basic Instruction and additional services, in 10 equal monthly installments of \$8,895.64 per student. The total nonresident tuition rate charged shall be based on either the Receiving School District's actual costs to educate the student(s) or on the tuition formula set forth in \$174.2 of the Commissioner's Regulations, and shall not exceed the maximum level imposed by \$174.2. If the Receiving School District's tuition rates are modified, or upon the request of the Sending School District, the Receiving School District shall provide verification of its tuition charges.

- The Receiving School District shall submit a written invoice to the Sending School
 District which references the time period for which payment is being requested and
 includes a breakdown of the total amount due for the period specified.
- 3. The Sending School District shall pay the Receiving School District within thirty (30) days of receipt of each invoice by the Sending School District.
- 4. The Sending School District shall only be responsible for making payment for services actually rendered. The Sending School District shall not incur any charges should the Receiving School District, its employees and/or agents in any way fail to perform services.

C. SERVICES AND RESPONSIBILITIES:

- 1. The Receiving School District shall provide the services as set forth in each student's Individualized Education Program (IEP). The Sending School District shall obtain and provide to the Receiving School District such releases, prescriptions and/or other legal documents as necessary for the Receiving School District to provide such services and to fulfill its obligations under this Agreement. The Sending School District shall provide prompt written notice to the Receiving School District of any modification of a student's IEP.
- 2. The Sending School District is responsible for OT, PT and speech therapy as set forth in the student's IEP. These related services are in addition to the tuition and will be billed separately and directly by the contractor to the Sending School District and paid by the Sending School District directly to the contractor.
- 3. The Sending School District shall give written notice to the Receiving School District if a student(s) is to be added or deleted from the Confidential Schedule A. Such notice shall be given thirty days in advance or as soon as the Sending School District becomes aware of the student terminating attendance in the Receiving School District's program. In the event that a student(s) is/are added or deleted during the term of this Agreement, the payment amount owed by the Sending School District shall be adjusted accordingly.

- 4. The Receiving School District shall perform all services under this Agreement in accordance with all applicable Federal, State and local laws, rules, and regulations, as well as established policy guidance from the New York State Education Department, including but not limited to the maintenance of the student's pendency rights, if and when such rights are properly asserted.
- 5. The Receiving School District agrees to report to the Sending School District on the progress of the student as requested and as set forth in the student's IEP. The Receiving School District agrees to permit a representative or representatives of the Committee on Special Education of the Sending School District to visit the program in which the student is enrolled upon reasonable prior written notice.
- 6. The Receiving School District shall make qualified personnel available to participate in meetings of the Sending School District's Committee on Special Education (CSE), where appropriate, upon reasonable prior notice to the Receiving School District of such meetings.
- 7. The Receiving School District shall comply with the provisions of the Safe Schools Against Violence in Education (SAVE) Act including background checks and fingerprinting of all staff directly providing services to students.
- 8. In the event that the parent or person in parental relation to a student(s) receiving services pursuant to this Agreement files a request for an impartial hearing or administrative complaint or initiates litigation in connection with such services, the Receiving School District shall promptly give written notice of same to the Sending School District.

D. <u>INSURANCE</u>:

- 1. The receiving district, at its sole expense, shall procure and maintain such policies of commercial general liability, malpractice and other insurance as shall be necessary to insure the receiving district and the sending district, including the Board of Education, employees and volunteers, as additionally insured, against any claim for liability, personal injury or death occasioned directly or indirectly by the receiving district in connection with the performance of the receiving district's responsibilities under this agreement; each such policy shall provide a minimum coverage of One Million Dollars (\$1,000,000) per occurrence subject to an annual aggregate of Three Million Dollars (\$3,000,000).
- 1. The insurance is to be written by a licensed and/or admitted New York State Insurer with a minimum Bests rating of A-Minus.
- 2. In the event any of the aforementioned insurance policies are cancelled or not

renewed, the receiving district shall notify the sending district in writing within thirty (30) days of such cancellation or non-renewal.

E. REPRESENTATIONS:

- 1. The Receiving School District represents that services under this Agreement shall be provided by qualified individuals of good character and in good professional standing. The Receiving School District represents that no individuals providing services under this Agreement are currently charges, nor in the past have been charged with any relevant criminal or professional misconduct or incompetence.
- 2. In the event that the required license/certification of any agent or employee of the Receiving School District providing services under this Agreement is revoked, terminated, suspended, or otherwise impaired, the Receiving School District shall immediately notify the Sending School District in accordance with the requirements for all notices pursuant to this Agreement set forth below.
- 3. Nothing contained herein, shall serve to transfer responsibilities for the student from the Sending School District to the Receiving School District of offering a free appropriate public education except for the provision of the particular special education services contracted herein.

F. CONDITIONS:

- 1. This Agreement, and any amendments to this Agreement, will not be in effect until agreed to in writing and signed by authorized representatives of both parties.
- 2. Receiving School District agrees to defend, indemnify and hold harmless the Sending School District, its officers, directors, agents, or employees against all claims, demands, actions, lawsuits, costs, damages and expenses, including attorneys fees, judgments, fines and amounts arising from any willful act, omission, error, recklessness or negligence of the Receiving School District, its officers, directors, agents or employees in connection with the performance of services pursuant to this Agreement. This indemnity shall survive the termination of this Agreement.
- 3. Sending School District agrees to defend, indemnify and hold harmless the Receiving School District, its officers, directors, agents, or employees against all claims, demands, actions, lawsuits, costs, damages and expenses, including attorneys' fees, judgments, fines and amounts arising from any willful act, omission, error, recklessness or negligence of the Sending School District, its officers, directors, agents or employees in connection with the performance of services pursuant to this Agreement.

G. <u>TERMINATION:</u>

- 1. Either the Sending School District or the Receiving School District may terminate this Agreement upon thirty (30) days prior written notice to the other party, subject to any asserted pendency rights. Such notice shall be given in accordance with the requirements for all notices pursuant to this Agreement set forth below.
- The parties agree that either party's failure to comply with any terms or conditions of this Agreement will provide a basis for the other party to immediately terminate this Agreement without any further liability to the party which violated the Agreement.
- 3. In the event the Sending School District or the Receiving School District terminates this Agreement with or without cause, such termination of the Agreement shall not discharge the parties' existing obligations to each other as of the effective date of termination.
- 4. In the event the Sending School District's CSE changes the student's program or placement recommendation, the Receiving School District shall be entitled to a pro rata share of tuition through and including the final date of the student's attendance in the Program or the last day noticed, whichever is later.

H. NOTICES:

1. All notices which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:

To the Sending School District:

Superintendent of Schools Rocky Point UFSD 90 Rocky Point-Yaphank Rd. Rocky Point, NY 11778

To Receiving School District:

Superintendent of Schools Center Moriches UFSD 529 Main Street Center Moriches, NY 11934

I. GENERAL

- 1. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
- 2. The relationship of the Receiving School District and the Sending School District over the course of this Agreement shall at all times be deemed an Independent Contractor. Employees of the Receiving School District are solely deemed employees of the Receiving School District for purpose of this Agreement and the Receiving School District is entirely responsible for their supervision, work, and compensation. Employees of the Receiving School District will not be entitled to participate in any of the Sending School District's employee benefit programs such as workers' compensation, unemployment insurance, retirement benefits, fringe benefits, disability benefits, or other similar programs.
- 3. Both parties acknowledge and agree to comply with all laws, rules and/or regulations as applicable and pertaining to the confidentiality of information obtained, transmitted, reviewed, generated, requested, provided, maintained and/or otherwise utilized in connection with this Agreement. This shall include but not be limited to the requirements of the Individuals with Disabilities Education Act ("IDEA"), the Family Educational Rights and Privacy Act ("FERPA") and any concurrent Federal and/or State law, rule and/or regulation. The Receiving School District agrees that it will not disclose confidential information to third parties except as provided for and necessitated under this Agreement. This provision will survive the termination of this Agreement.
- 4. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement.
- 5. Should any provision of this Agreement, for any reason, be declared invalid and/or unenforceable, such decision shall not affect the validity of the remaining provisions of this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provisions(s) eliminated.
- 6. This Agreement and the rights and obligations of the parties hereunder shall be construed in accordance with, and governed by, the laws and regulations of the State of New York and applicable Federal laws and regulations.
- 7. This Agreement, along with the attached "Schedule A," is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: proposals, understandings, representations,

conditions or covenants between the parties relating to the subject matter of the Agreement.

8. This Agreement may not be changed orally, but only by an agreement, in writing, signed by authorized representatives of both parties.

Sending School District	Receiving School District
By: President, Board of Education	By: Joshua P. Foster President, Board of Education
Date	Date

Confidential Schedule A

Student's Name:	Program or Placement:
	<u>8:1:1</u>
	8:1:1

PUBLIC SCHOOL TUITION CONTRACT FOR SPECIAL EDUCATION SERVICES

AGREEMENT made by and between the Board of Education of the Center Moriches Union Free School District, having its principal office at 529 Main Street, Center Moriches, New York 11934 (hereinafter called the "Receiving School District"), and the Board of Education of the **Rocky Point UFSD**, having its principal office at 90 Rocky Point-Yaphank Road, Rocky Point, NY (hereinafter called the "Sending School District").

WITNESSETH:

WHEREAS, pursuant to Education Law §4402(2) (b), the Sending School District is authorized to contract for special services or programs as the Sending School District shall deem reasonable and appropriate for students with disabilities, and has determined after consideration of the recommendations of the local committee on special education ("CSE") that the Receiving School District is adequate to provide such special education instruction and/or related services; and

WHEREAS, the Receiving School District is a public school district authorized by New York State to conduct, operate and maintain an educational program and provide special education and related services to students with disabilities; and

WHEREAS, the Sending School District is desirous of having the Receiving School District provide such instruction and/or related services to certain students with disabilities residing within the Sending School District; and

WHEREAS, the Receiving School District acknowledges that it has reviewed the Individualized Education Program(s) ("IEP") of the student(s) to be served pursuant to this agreement and warrants that it is capable of providing and will provide the level of instructional and related services required by each applicable IEP;

NOW, THEREFORE, the parties mutually agree as follows:

A. <u>TERM</u>:

The Sending School District hereby agrees to place, and the Receiving School District agrees to accept, the student(s) listed on the attached "Confidential Schedule A" in an appropriate program of the Receiving School District for the 2016-2017 school year. The term of this Agreement shall be from September 1, 2016 through June 30, 2017, inclusive, unless earlier terminated as provided in this Agreement.

B. <u>COMPENSATION:</u>

1. The Sending School District agrees to pay nonresident tuition to the Receiving

School District for each student receiving services pursuant to this Agreement in the **estimated** amount of \$105,401.68 per student, which includes Basic Instruction and additional services, in 10 equal monthly installments of \$10,540.17 per student. The total nonresident tuition rate charged shall be based on either the Receiving School District's actual costs to educate the student(s) or on the tuition formula set forth in \$174.2 of the Commissioner's Regulations, and shall not exceed the maximum level imposed by \$174.2. If the Receiving School District's tuition rates are modified, or upon the request of the Sending School District, the Receiving School District shall provide verification of its tuition charges.

- 2. The Receiving School District shall submit a written invoice to the Sending School District which references the time period for which payment is being requested and includes a breakdown of the total amount due for the period specified.
- 3. The Sending School District shall pay the Receiving School District within thirty (30) days of receipt of each invoice by the Sending School District.
- 4. The Sending School District shall only be responsible for making payment for services actually rendered. The Sending School District shall not incur any charges should the Receiving School District, its employees and/or agents in any way fail to perform services.

C. SERVICES AND RESPONSIBILITIES:

- 1. The Receiving School District shall provide the services as set forth in each student's Individualized Education Program (IEP). The Sending School District shall obtain and provide to the Receiving School District such releases, prescriptions and/or other legal documents as necessary for the Receiving School District to provide such services and to fulfill its obligations under this Agreement. The Sending School District shall provide prompt written notice to the Receiving School District of any modification of a student's IEP.
- 2. The Sending School District is responsible for OT, PT and speech therapy as set forth in the student's IEP. These related services are in addition to the tuition and will be billed separately and directly by the contractor to the Sending School District and paid by the Sending School District directly to the contractor.
- 3. The Sending School District shall give written notice to the Receiving School District if a student(s) is to be added or deleted from the Confidential Schedule A. Such notice shall be given thirty days in advance or as soon as the Sending School District becomes aware of the student terminating attendance in the Receiving School District's program. In the event that a student(s) is/are added or deleted during the term of this Agreement, the payment amount owed by the Sending School District shall be adjusted accordingly.

- 4. The Receiving School District shall perform all services under this Agreement in accordance with all applicable Federal, State and local laws, rules, and regulations, as well as established policy guidance from the New York State Education Department, including but not limited to the maintenance of the student's pendency rights, if and when such rights are properly asserted.
- 5. The Receiving School District agrees to report to the Sending School District on the progress of the student as requested and as set forth in the student's IEP. The Receiving School District agrees to permit a representative or representatives of the Committee on Special Education of the Sending School District to visit the program in which the student is enrolled upon reasonable prior written notice.
- 6. The Receiving School District shall make qualified personnel available to participate in meetings of the Sending School District's Committee on Special Education (CSE), where appropriate, upon reasonable prior notice to the Receiving School District of such meetings.
- 7. The Receiving School District shall comply with the provisions of the Safe Schools Against Violence in Education (SAVE) Act including background checks and fingerprinting of all staff directly providing services to students.
- 8. In the event that the parent or person in parental relation to a student(s) receiving services pursuant to this Agreement files a request for an impartial hearing or administrative complaint or initiates litigation in connection with such services, the Receiving School District shall promptly give written notice of same to the Sending School District.

D. <u>INSURANCE:</u>

- 1. The receiving district, at its sole expense, shall procure and maintain such policies of commercial general liability, malpractice and other insurance as shall be necessary to insure the receiving district and the sending district, including the Board of Education, employees and volunteers, as additionally insured, against any claim for liability, personal injury or death occasioned directly or indirectly by the receiving district in connection with the performance of the receiving district's responsibilities under this agreement; each such policy shall provide a minimum coverage of One Million Dollars (\$1,000,000) per occurrence subject to an annual aggregate of Three Million Dollars (\$3,000,000).
- 1. The insurance is to be written by a licensed and/or admitted New York State Insurer with a minimum Bests rating of A-Minus.
- 2. In the event any of the aforementioned insurance policies are cancelled or not

renewed, the receiving district shall notify the sending district in writing within thirty (30) days of such cancellation or non-renewal.

E. REPRESENTATIONS:

- 1. The Receiving School District represents that services under this Agreement shall be provided by qualified individuals of good character and in good professional standing. The Receiving School District represents that no individuals providing services under this Agreement are currently charges, nor in the past have been charged with any relevant criminal or professional misconduct or incompetence.
- 2. In the event that the required license/certification of any agent or employee of the Receiving School District providing services under this Agreement is revoked, terminated, suspended, or otherwise impaired, the Receiving School District shall immediately notify the Sending School District in accordance with the requirements for all notices pursuant to this Agreement set forth below.
- 3. Nothing contained herein, shall serve to transfer responsibilities for the student from the Sending School District to the Receiving School District of offering a free appropriate public education except for the provision of the particular special education services contracted herein.

F. CONDITIONS:

- 1. This Agreement, and any amendments to this Agreement, will not be in effect until agreed to in writing and signed by authorized representatives of both parties.
- 2. Receiving School District agrees to defend, indemnify and hold harmless the Sending School District, its officers, directors, agents, or employees against all claims, demands, actions, lawsuits, costs, damages and expenses, including attorneys fees, judgments, fines and amounts arising from any willful act, omission, error, recklessness or negligence of the Receiving School District, its officers, directors, agents or employees in connection with the performance of services pursuant to this Agreement. This indemnity shall survive the termination of this Agreement.
- 3. Sending School District agrees to defend, indemnify and hold harmless the Receiving School District, its officers, directors, agents, or employees against all claims, demands, actions, lawsuits, costs, damages and expenses, including attorneys' fees, judgments, fines and amounts arising from any willful act, omission, error, recklessness or negligence of the Sending School District, its officers, directors, agents or employees in connection with the performance of services pursuant to this Agreement.

G. <u>TERMINATION:</u>

- 1. Either the Sending School District or the Receiving School District may terminate this Agreement upon thirty (30) days prior written notice to the other party, subject to any asserted pendency rights. Such notice shall be given in accordance with the requirements for all notices pursuant to this Agreement set forth below.
- 2. The parties agree that either party's failure to comply with any terms or conditions of this Agreement will provide a basis for the other party to immediately terminate this Agreement without any further liability to the party which violated the Agreement.
- 3. In the event the Sending School District or the Receiving School District terminates this Agreement with or without cause, such termination of the Agreement shall not discharge the parties' existing obligations to each other as of the effective date of termination.
- 4. In the event the Sending School District's CSE changes the student's program or placement recommendation, the Receiving School District shall be entitled to a pro rata share of tuition through and including the final date of the student's attendance in the Program or the last day noticed, whichever is later.

H. NOTICES:

1. All notices which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:

To the Sending School District:

Superintendent of Schools Rocky Point UFSD 90 Rocky Point-Yaphank Rd. Rocky Point, NY 11778

To Receiving School District:

Superintendent of Schools Center Moriches UFSD 529 Main Street Center Moriches, NY 11934

I. GENERAL

- 1. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
- 2. The relationship of the Receiving School District and the Sending School District over the course of this Agreement shall at all times be deemed an Independent Contractor. Employees of the Receiving School District are solely deemed employees of the Receiving School District for purpose of this Agreement and the Receiving School District is entirely responsible for their supervision, work, and compensation. Employees of the Receiving School District will not be entitled to participate in any of the Sending School District's employee benefit programs such as workers' compensation, unemployment insurance, retirement benefits, fringe benefits, disability benefits, or other similar programs.
- 3. Both parties acknowledge and agree to comply with all laws, rules and/or regulations as applicable and pertaining to the confidentiality of information obtained, transmitted, reviewed, generated, requested, provided, maintained and/or otherwise utilized in connection with this Agreement. This shall include but not be limited to the requirements of the Individuals with Disabilities Education Act ("IDEA"), the Family Educational Rights and Privacy Act ("FERPA") and any concurrent Federal and/or State law, rule and/or regulation. The Receiving School District agrees that it will not disclose confidential information to third parties except as provided for and necessitated under this Agreement. This provision will survive the termination of this Agreement.
- 4. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement.
- 5. Should any provision of this Agreement, for any reason, be declared invalid and/or unenforceable, such decision shall not affect the validity of the remaining provisions of this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provisions(s) eliminated.
- 6. This Agreement and the rights and obligations of the parties hereunder shall be construed in accordance with, and governed by, the laws and regulations of the State of New York and applicable Federal laws and regulations.
- 7. This Agreement, along with the attached "Schedule A," is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: proposals, understandings, representations,

conditions or covenants between the parties relating to the subject matter of the Agreement.

8. This Agreement may not be changed orally, but only by an agreement, in writing, signed by authorized representatives of both parties.

Sending School District	Receiving School District
By: President, Board of Education	By: Joshua P. Foster President, Board of Education
Date	Date

Confidential Schedule A

Student's Name:	Program or Placement:
	<u>8:1:1</u>
	8:1:1
	<u>8:1:1</u>



Alborium, Doportuniii. ORGANIZATION

JOSEPH A EDGAR INTERMEDIATE SCHOOL

CONTACT

LINDA TOWLEN

address

525 RTE 25A

CITY/ST/ZIP

ROCKY POINT, NY 11778

631-744-1600

631-744-4898

PHONE

Pax

Thing Monathing

Account # 823526 Certificate # 60532014

This certificate equals

\$3000

in TIME For Kids Kash

Be sure to include this original certificate with your order. Orders are to be mailed to:

TIME For Kids

Dept. 1100 P.O. Box 62200 Tampa, FL 33662-2200

Or call toll-free (877) 747-1053

This certificate is not valid with any other offer from TIME For Kids Magazine and has no cash value. Credits expire one year from date of issue.

MAR OI 2016

Date of Issue

Gao Representative



ROCKY POINT UNION FREE SCHOOL DISTRICT JOSEPH A. EDGAR INTERMEDIATE SCHOOL

525 Route 25A Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 744-4898

Dr. Michael F. Ring Superintendent of Schools Linda Towlen, Principal
Dr. Courtney Herbert, Assistant Principal

July 11, 2016

Dear Board of Education:

Please accept a voucher donation of \$3,000.00 to Joseph A. Edgar School from Great American Opportunities/Time for Kids. The donation is a result of a postcard promotion as part of a PTA fundraiser. The voucher will be used to purchase 750 subscriptions of Time for Kids.

Please deposit in account A2110.500.02.0000.

Thank you.

Sincerely,

Linda Towlen Principal

T. RECERTIFICATION OF QUALIFIED LEAD EVALUATORS AND EVALUATORS FOR TEACHERS AND PRINCIPALS

Upon a motion made by	, seconded by	, the
following resolution is offered:		

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education, hereby recertifies Susan Wilson, Linda Towlen, Dr. Deborah De Luca, Susann Crossan, Joseph Tapler, Michael Gabriel, James Moeller, Kristen White, Dr. Scott O'Brien, Dr. Courtney Herbert, Charles Delargy, Dr. Virginia Kelly-Gibbons, Vivien Leary, Andrea Moscatiello, Melinda Brooks, Margaret Harper, Barbara Kjaerbye, and Aaron Factor as Qualified Lead Evaluators or Evaluators of classroom teachers and building principals and certifies having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9. This recertification has been issued in accordance with the process for certifying lead evaluators and evaluators described in the district's Annual Professional Performance Review Plan.

MEMORANDUM OF AGREEMENT

Between the

BOARD OF EDUCATION OF THE

ROCKY POINT UNION FREE SCHOOL DISTRICT

And

ROCKY POINT TEACHERS' ASSOCIATION

This Memorandum of Agreement shall constitute a change and modification to the Collective Bargaining Agreement, dated July 1, 2011, through June 30, 2020. Except as set forth below, all other provisions of the Collective Bargaining Agreement shall remain unchanged.

The parties hereby agree that Appendix B 4. Middle/High School Clubs and Activities Group A of the Collective Bargaining Agreement shall be amended adding the following:

4. Middle School/High School Clubs and Activities	2014-2015	2015-2016	2016-2017
History Club – High School	N/A	N/A	1206
History Honor Society – High School	N/A	N/A	1206
Garden Club – Middle School	N/A	N/A	1206
Creative Writing Club – Middle School	N/A	N/A	1206

FURTHERMORE, the parties hereby agree that **Appendix B 5. JAE Clubs** of the Collective Bargaining Agreement shall be amended adding the following:

5. JAE Clubs	2014-2015	2015-2016	2016-2017
Book Club	N/A	N/A	1206
Feeling Good Fitness Club	N/A	N/A	1206

FURTHERMORE, the parties hereby agree that **Appendix B 6. FJC Clubs** of the Collective Bargaining Agreement shall be amended adding the following:

6. FJC Clubs	2014-2015	2015-2016	2016-2017
Drama Club	N/A	N/A	1206
Choral Club	N/A	N/A	1206

Dated:	July, 2016	Dated: July, 2016
	OF EDUCATION OF THE ROCKY JNION FREE SCHOOL DISTRICT	ROCKY POINT TEACHERS ASSOCIATION
By:	n Y. Sullivan, President	By: Laurie Varriale, President

AGREEMENT

Agreement made as of the	day of	by and between the Rocky Point Union Free
School District, Suffolk County, I	New York, hereinafter	(the "School District"), and the North Shore
Youth Council, Inc. hereinafter (the "Council").	

WITNESSETH

WHEREAS, the School District desires to have the Council to provide certain services for the 2016-2017 school year on the terms and conditions set forth herein; and

WHEREAS, the Council agrees to provide such services in good faith as required by the School District and in compliance with the laws of the State of New York; and

WHEREAS, the parties have mutually agreed upon the following terms and conditions for the Council to provide such services to the School District for the 2016-2017 school year,

NOW, THEREFORE, in consideration of the terms and conditions set forth hereinafter, together with other good and valuable consideration, receipt of which is hereby acknowledged, as the parties hereto agree as follows:

The above recitations of facts and circumstances set forth in the preceding "Whereas" clauses are expressly incorporated herein and form a part of this Agreement.

- 1. For the 2016-2017 school year, the Council shall provide full-time New York State certified and/or licensed professionals to be assigned as deemed appropriate by the school district.
- 2. The Council shall furnish the School District with a copy of the credentials of the abovementioned Professionals, together with a copy of the fingerprinting clearance issued by the State of New York.
- 3. The Professionals shall work 35 flexible hours per week, such hours to be determined by the Council and based upon the needs of the school district.
- 4. The Council agrees that the responsibility of the Professionals shall include, but not be limited to, development and implementation of programs and supports for students in the district as mutually agreed upon by the parties.

TERM:

The terms of this Agreement shall be in effect beginning September 6, 2016 through and including June 23, 2017, unless terminated early as provided by this Agreement.

CONDITIONS:

In performing services specified in this Agreement, it is understood that:

- 1. Council shall be deemed a contract agency, and the Professionals provided hereunder are not employees of the School District.
- 2. School District may accept or reject the services of any Professionals provided by the Council for the District
- 3. The School District shall not enter into a separate agreement without written consent of the Council, with any practitioner referred by or working through or with the Council to the School District hereunder for the duration of this Agreement.

This Agreement, and any Appendices to this Agreement, will not be in effect until approved by both parties.

SERVICES AND RESPONSIBILITIES:

- 1. During the term of this Agreement, Council will provide the School District with youth development programs during and beyond the school day, crisis intervention, intake and assessment referrals for family counseling, suicide prevention, drug and alcohol prevention, as well as any special programs that may be requested by the administration. Council will also offer opportunities that include positive alternatives for youth, mentoring programs, parenting awareness workshops, safe places summer programs, special events beyond the school day, enrichment programs and basic concrete services.
- 2. The Professionals provided to perform the services herein specified shall be free to exercise their own professional discretion as to the means and manner in which these services are to be performed in compliance with applicable regulations and pursuant to New York State Law. However, such performance shall be in accordance with all Federal, State, Local and/or School District laws, rules, regulations and/or policies, as well as currently approved methods and practices of their profession.
- 3. The Council agrees that the responsibility of each Professional shall include, but not be limited to, student counseling and other student support and intervention activities as deemed appropriate by the District.
- 4. The Council shall verify the existence and validity of professional licenses and other appropriate credentials. Copies of such credentials shall be given to the School District by the Council.
- 5. The Council shall be responsible for compliance with the requirements of Project SAVE and the SAFE SCHOOL ACTS with respect to any person providing services under the terms of this Agreement. All persons providing services by or through the Council under the terms of this Agreement shall have received appropriate fingerprinting clearances as required by law and such clearances shall be given to the School District by the Council.
- 6. The Council shall make appropriate personnel available to participate in District 504, and Committee on Special Education ("CSE") meetings, where appropriate. In addition, the Council shall provide the School District with a copy of any progress reports, testing and/or observation reports which are prepared in connection with the services provided pursuant to this Agreement.
- 7. Services shall be provided to all persons regardless of race, creed, color, national origin, sex, sponsor or disability.
- 8. The School District shall advise the Council promptly of any problems or situations requiring rectification.
- 9. The Council shall comply with all Federal, State, Local and/or School District laws, rules, regulations and/or policies. The Council agrees that personal information received under this Agreement shall remain confidential, as may be appropriate, and that such information will not be released, except in accordance with Federal, State, Local and/or School District laws, rules, regulations and/or policies, including but not limited to those requirements which pertain to student records.

COMPENSATION:

The cost to the School District for the 2016-2017 school year will be \$61,900 for each full-time professional provided and \$40.00 per hour for each part-time or hourly professional (including overtime, summer and supplementary services). Additional funding for these services is provided by the Federal Government, the State of New York, the County of Suffolk, the Town of Brookhaven, and private and corporate grants and donations.

INSURANCE:

Council, at its sole expense, shall procure and maintain during the term of this Agreement the following insurance policies naming the School District as additional insured: (i) malpractice insurance covering all services performed pursuant to this Agreement and having coverage limits of at least \$1,000,000. per incident and \$3,000,000. annual aggregate for professional liability; (ii) Comprehensive General Liability in the amount of \$1,000,000. Upon the execution of this Agreement, Council will supply the School District with a Certificate of Insurance evidencing same.

INDEMNIFICATION:

Council agrees to defend, indemnify and hold harmless the School District, its Board of Education, the Board's agents, officers, trustees, attorneys and employees, all in their individual and corporate capacities, from any and all causes of action, claims, liability, losses, costs, damages and expense, including but not limited to attorney's fees arising out of or resulting from the Council's performance of this Agreement by the School District.

DEFAULT AND TERMINATION

- 1. Either the Council or School District may terminate this Agreement without cause upon one hundred and twenty (120) days prior written notification to the other party. Such notice shall be given by registered or certified mail.
- 2. In the event the Council or School District terminates this Agreement, with or without cause, Council shall not be liable to the School District for further services, and the School District shall only remain obligated to pay the Council for the services that were provided prior to the date of termination.

ENTIRE AGREEMENT

- 1. This Agreement contains the entire agreement between the parties and shall not be modified, except in writing and signed by both parties.
- 2. This Agreement shall be governed in all respects by the laws of the State of New York.
- 3. Should any part of this Agreement, for any reason, be declared invalid, such invalidity shall not affect the validity of any remaining parts of this agreement. Such remaining parts shall remain in full force as if this Agreement had been executed with the invalid part eliminated.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first set forth above.

ROCKY POINT UNION FREE SCHOOL DISTRICT	NORTH SHORE YOUTH COUNC	IL
By:	By:	
President	Janene Gentile	
Board of Education	Executive Director	

Budget Transfer Summary Report June 2016										
From Account	Amount	To Account #	To Account							
Description	Amount	TO ACCOUNT #	Description	Amount	Reason					
Telephone	15,000,00	A2630515750000	Computer Supplier	97 500 00	0					
		7 20000 101 00000	Computer Supplies	07,500.00	Computers					
mod octorigi octorios	00,000.00									
Tuition Outside Placements	53.000.00	A2825400040000	Contractual	50,400,00	Contractual					
		1 22000000 10000	Обрыса	2,000.00	Supplies					
Salaries	3,000,00	A2110510040000	Conv Paner	2 000 00	Cupalina					
	0,000.00	. 2110010010000	оору г арсг	3,000.00	Supplies					
Electric	62,000.00	A1621404040000	Special Projects	82 000 00	Danaier					
Fuel		711021101010000	Openari rojena	02,000.00	riepairs					
	20,000.00									
Contractual	100.00	A2110500033160	Supplies	100.00	Sunnline					
Dues Membership					ouppies					
			озррасо	0.11						
Natural Gas	2.000.00	A1620443040000	Garbage Removal	2 000 00	Additional Dumpsters					
			- Contago Frantista	2,000.00	Additional Dunipsiers					
Salaries	2,637.52	A2110500020000	Supplies	2 637 52	Sunnies					
				2,007.02	Copplies					
Instr. Salaries	35,000.00	A1621408040000	Emerg. Unforeseen Repairs	35,000,00	Stage Rigging Repairs					
				00,000.00	otage ringging ricpans					
Fuel	1,000.00	A1621462040000	Services	1,000,00	Anti Microbial Coating					
				1,000.00	ran microbial ocasing					
Salaries	46,000.00	A1621408040000	Unforeseen Repairs	46,000,00	Baseball and Softball Field Reconstruction					
				10,000.00	Section and contrain Field Necoristruction					
Supplies	1,248.00	A2110500010000	Supplies	1.248.00	Additional Supplies					
				1,210.00	- политья оприноз					
Salaries	34,000.00	A1621400040000	Contractual	34,000,00	Varsity Softball Backstop					
				0.,000.00	Torong Contour Deceasion					
Salaries	39,900.00	A1621408040000	Emergency Unforeseen Repairs	39 900 00	Athletic Repair					
	Description Telephone Contractual Instructional Salaries Tuition Outside Placements Salaries Electric Fuel Contractual Dues Membership Supplies Natural Gas Salaries Instr. Salaries Fuel Salaries Supplies Supplies Salaries Supplies Salaries Salaries Salaries Salaries Salaries	Description Amount Telephone 15,000.00 Contractual 17,000.00 Instructional Salaries 55,500.00 Tuition Outside Placements 53,000.00 Salaries 3,000.00 Electric 62,000.00 Fuel 20,000.00 Contractual 100.00 Dues Membership 39.00 Supplies 6.77 Natural Gas 2,000.00 Salaries 2,637.52 Instr. Salaries 35,000.00 Fuel 1,000.00 Salaries 46,000.00 Supplies 1,248.00 Salaries 34,000.00	From Account Amount To Account # Telephone 15,000.00 A2630515750000 Contractual 17,000.00 Instructional Salaries Tuition Outside Placements 53,000.00 A2825400040000 Salaries 3,000.00 A2110510040000 Electric 62,000.00 A1621404040000 Fuel 20,000.00 Contractual 100.00 A2110500033160 Supplies 6.77 A2110500033160 Natural Gas 2,000.00 A1620443040000 Salaries 2,637.52 A2110500020000 Instr. Salaries 35,000.00 A1621408040000 Fuel 1,000.00 A1621408040000 Salaries 46,000.00 A1621408040000 Supplies 1,248.00 A2110500010000 Salaries 34,000.00 A1621400040000	From Account Description Amount To Account # Description Description Description Amount To Account # Description Description	Prom Account Description Amount To Account # Description Description Amount Description Amount Description Amount Description Amount					

July 5, 2016

Board of Education Rocky Point School District 90 Rocky Point-Yaphank Road Rocky Point, NY 11778

> Re: Internal Claims Audit Report for the period June 1, 2016 through June 30, 2016

Board of Education:

I have completed my internal claims auditing services for the Rocky Point School District covering the period June 1, 2016 through June 30, 2016. The services I performed, as outlined within my proposal, include reviewing all claims against the District. The purpose of this report is to update the Board of Education on work performed to date, my findings, and recommendations.

For ease of reference I have categorized the remainder of this report as follow:

Internal Claims Audit Services

Exhibits

INTERNAL CLAIMS AUDIT SERVICES

The internal claims audit services performed on each claim against the District consisted of:

- Verification of the accuracy of invoices and claim forms
- Ensuring proper approval of all purchases; checking that purchases constitute legal expenses of the school district
- 3. Determining that purchase orders have been issued in accordance with Board of Education policy, and applicable state laws

Board of Education Rocky Point School District July 5, 2016 Page 2

Re: Internal Claims Audit Report for the time period of June 1, 2016 through June 30, 2016

- 4. Comparison of invoices or claims with previously approved contracts
- 5. Reviewing price extensions, claiming of applicable discounts, inclusion of shipping and freight charges
- 6. Approving all charges that are presented for payment which are supported with documentary evidence indicating compliance with all pertinent laws, policies and regulations

Over the time period of June 1, 2016 through June 30, 2016 I have audited 438 claims against the District in the amount of \$5,674,433.27. (See attached Exhibit I) I made inquiries and/or observations into 66 claims in the amount of \$294,836.01 I have summarized the inquiries and/or observations as well as the resolutions within Exhibit II. It should be noted that currently, there are 0 outstanding inquiries in regards to the audit of the claims made against the District for the period of June 1, 2016 through June 30, 2016. I have summarized all voided checks and notable exceptions in Exhibit III.

I trust that the foregoing comments are clear. If you have any questions or you would like to discuss this matter further, please contact me at 631-928-5406.

Very truly yours,

John F. Dennehy, Jr. Certified Public Accountant

Internal Claims Audit By Fund

Rocky Point School District

Exhibit I

Warrant Date	Audit Date	Warrant #	Fund		\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
6/1/2016	6/1/2016	77	A	21	105,661.87	5	10,321.15	5	•	103340-103359
6/7/2016	6/7/2016	78	Α	43	132,238.16	11	9,952.54	11	-	103360-103401
	6/15/2016	80	Α	52	732,949.20	4	18,962.84	4	-	103402-103453
	6/22/2016	82	Α	65	1,094,984.39	6	9,281.86	6	•	103454-103518
6/29/2016	6/29/2016	84	Α	53	746,369.97	19	188,566.49	19	•	103519-103569
6/7/2016	6/7/2016	32	С	23	14,109.29	5	2,952.56	5	-	10472-10493
6/15/2016	6/15/2016	33	С	9	7,752.00	2	1,735.50	2	-	10494-10502
6/22/2016	6/22/2016	34	С	5	2,931.31	2	2,021.81	2	-	10503-10507
6/29/2016	6/29/2016	35	С	11	604.61	1	330.01	1	-	10508-10518
6/1/2016	6/1/2016	25	F	2	8,237.21	-	•	-	-	4223-4224
6/7/2016	6/7/2016	26	F	6	26,921.09	3	11,155.90	3		4225-4230
6/29/2016	6/29/2016	27	F	9	28,221.39	1	350.00	1	-	4231-4239
6/1/2016	6/1/2016	<i>5</i> 8	T	2	37,443.00	2	33,982.00	2	-	11137-11138
6/7/2016	6/7/2016	59	T	13	8,139.25	2	4,659.60	2	-	11139-11151
6/7/2016	6/7/2016	60	T	32	644,814.72	<u>-</u>		-	_	11152-11165,
										5113563-5113580
6/15/2016	6/15/2016	61	T	4	1,858.15	-	_	-	-	11166-11169
6/22/2016	6/22/2016	62	T	23	1,993,603.51			-		11170-11174,
										5113581-5113598
	6/29/2016	63	T	2	4,328.22	-	-	-	-	11175-11176
6/29/2016	6/29/2016	64	T	17	48,600.22	-	-	-	-	11177-11179,
										5113599-5113612
6/1/2016	6/1/2016	2	U	4	2,485.00	-	-	-	-	305-308
6/15/2016		3	U	13	5,000.00	-	-	-	-	309-321
6/1/2016	6/1/2016	27	X	5	2,252.75	2	188.7 <i>5</i>	2	•	10949-10953
6/7/2016	6/7/2016	28	X	16	3,263.20	-	-	-	-	10954-10968
	6/22/2016	29	X	4	20,886.57	1	375.00	1	-	10969-10972
	6/29/2016	30	X	4	778.19				•	10973-10976
TO	IAL			438	\$ 5,674,433.27	66 \$	294,836.01	66	•	

Legend:

A - General P (A) - Chase General
C - Cafeteria T - Trust & Agency
F - Federal HB - Bond 2003
H - Capital CM- Misc Spec Revenue
HCP - Capital Projects U - Scholarship

Rocky Point School District Claims Audit - Analysis by Number of Inquiries & Dollar Value Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims Exhibit II

2015 / 2016 YTD

Analy	vsis t	v Nu	mber	of In	auiries

Reison For Inquiry	Resolution	Jan-16	Feb-16	May-16	Арт-16	May-16	Jun-16
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	2 0.58%	2 0.75%	- 0.00%	. 0.00%	0.00%	2 0.48%
Check amount not equal to invoices	Difference≪1; Immaterial, claim paid	. a.oo%	- 0.00%	- 0.00%	. 0.00%	. 0.00%	- 0.00%
Check amount not equal to invoices	Will pay balance with next invoice	- 0.00%	. 0.00%	- 0.00%	. 0.00%	. 0.00%	- 0.00%
Check amount not equal to invoices	Void & reissue	- 0.00%	. 0.00%	- 0.00%	. 0.00%	. 0.00%	1 0.23%
Current year expense paid prior year P.O.	P.O. Funds carried over	- 0.00%	1 0.37%	- 0.00s	- 0.00%	. 0.00%	. 0.00%
Insufficient supporting backup	Hold for missing information	1 0.29%	. 0.00%	1 0.24%	- 0.00%	1 0.23%	9 0.46%
Insufficient supporting backup	Backup Provided	2 0.58%	- 0.00%	2 0.48%	1 0.325	6 1.38%	
Insufficient supporting backup	Void check	- 0.00%	. 0.00%	. 0.00%	- 0.00%	. 0.00%	1 0.23% - 0.00%
Invoice date precedes PO date	Noted by Business Office	26 <i>7.60</i> %	11 412%	17 4.09%	18 <i>5.68</i> %	18 4.15%	
Invoice over 90 days outstanding/undated	Verified no duplicate payment	19 <i>3.56</i> %	11 4/2%	16 3.85	9 284%	6 1.38%	13 2.97%
Invoice previously stamped by claims auditor	Original check confirmed void	0.29%	2 0.75%	. 0.00%	2 063%	0 1.306 2 0.468	4 0.91%
Missing administrator approval	Authorization received	. 0.00%	. 0.00%	- 0.00%	- 0.00%	2 U.40% - 0.00%	3 0.69%
Missing receiving signature on invoice or PO	Verified receipt of goods/services	. 0.00%	0.32%	1 0.24%	- 0.00%	1 0.23%	2 0.46%
No Purchase Order encumbered	Void & reissue after P.O. encumbered	- 0.00%	. 0.00%	. 0.00%	- 0.00%	. 0.00%	0.00%
Not an original invoice	Copy, fax or statement accepted	8 2.34%	10 \$.75%	12 2.88%	3 0.95%	17 3.92%	. 0.00%
Paid sales tax	Void & reissue	. 0.00%	. 0.00%	- 0.00%	. 0.00%	. 0.00%	16 3.65%
PO insufficient funds	PO funds increased post invoice	5 1.46%	4 1.50%	7 1.68%	2 0.63%		. 0.00%
Prior year invoice paid current year funds	Noted by Business Office	5 1.40%	. 0.00%	2 0.48%	3 0.9%	15 3.46%	22 5.02%
Prior year invoice paid current year funds	Void & reissue with accrual	. 0.00%	. 0.00%	. 0.00%	3 030% - 0.00%	- 0.00%	- 0.00%
,	Utilizing recipient verification procedure	. 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Xtra Class club purchased gift cards for needy far			2 0.00,0	. 0.00	- 0.00%	1 0.23%	- 0.00%
Total Number (#) of Inquiries		69 20.18%	42 15.73%	58 13.94%	38 11.99%	67 15.44%	66 15.02%
Total Claims Audited		342 100.00%	267 100.00%	416 100.00%	317 100.00%	434 100.00%	438 100.00%
Total Outstanding Inquiries		1 0.29%	0 0.00%	0 0,00%	0 0.00%	0 0.00%	0 0.00%

Rocky Point School District Claims Audit - Analysis by Number of Inquiries & Dollar Value Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims Exhibit II

2015 / 2016 YTD

Analysis by Dollar Value			<u> 2013 / 20</u>	10 1 1 1						•
Reason For Inquiry	Resolution	Jan-16	Feb-16		Mar-16		Apr-16		May-16	Jun-16
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	21,329.47 0.4	47% 1,505.9	0.05%		0.00%		0.00%	. 0.00	
Check amount not equal to invoices	Difference<\$1; Immaterial, claim paid	. ac	20%	0.00%	•	0.00%		0.00%	. 0.00	
Check amount not equal to invoices	Will pay balance with next invoice	- aa	00% -	0.00%		0.00%		0.00%	. 0.00	s
Check amount not equal to invoices	Void & reissue	. 0.0	20% -	0.00%	•	0.00%		0.00%	. 0.00	% 2,004,30 <i>0.04</i>
Current year expense paid prior year P.O.	P.O. Funds carried over	- 0.0	90% 396.0	0.01%		0.00%		0.00%	. 0.00	
insufficient supporting backup	Hold for missing information	46.97 0.0	20% .	0.00%	16.14	0.00%		0.00%	147.50 0.00	
insufficient supporting backup	Backup Provided	667,416.71 /4	1.64% .	0.00%	16,045.36	0.36%	2,227.07	0.06%	1,084,190,27 20.0	
Insufficient supporting backup	Void check	. aa	20% .	0.00%		0.00%	•	0.00%	. 0.00	
Invoice date precedes PO date	Noted by Business Office	113,054.12 2.4	48% 72,937.7	2.30%	111,687.75	2.52%	51,560.61	1.44%	141.035.92 2.60	* 18.964.72 <i>0.</i> 33
Invoice over 90 days outstanding/undated	Verified no duplicate payment	10,806.72 0.8	P4% 17,454.1	7 0.55%	25,493.57	0.58%	10.336.97	0.29%	68.996.06 1.27	
Invoice previously stamped by claims auditor	Original check confirmed void	166.47 0.0	90% 27,384.7	0.86%		0.00%	576.50	0.02%	436.25 0.01	
Missing administrator approval	Authorization received	. 00	20% .	0.00%		0.00%		0.00%	. 0.00	
Missing receiving signature on invoice or PO	Verified receipt of goods/services	. 00	20% [40.0	0.00%	276.86	0.01%		0.00%	65.00 0.00	
No Purchase Order encumbered	Void & reissue after P.O. encumbered	- aa	20% .	0.00%		0.00%		0.00%	. 0.00	
Not an original invoice	Copy, fax or statement accepted	22,177.98 04	¢9¥ 20,373.8	0.64%	17,734.65	0.40%	10,716.60	0.30%	56,359,50 1.06	5 20.552.29 a.se
Paid sales tax	Void & reissue	. 00	20%	0.00%		0.00%		0.00%	. 0.00	authoriso
PO insufficient funds	PO funds increased post invoice	1,741.31 0.0	24% 8,958.7	3 0.28%	21,228.83	0.48%	5,267.69	0.15%	116,527.15 2.15	
Prior year invoice paid current year funds	Noted by Business Office	1,686.54 0.0	24%	0.00%	28,612.88	0.65%	5.662.20	0.16%	. 0.00	
Prior year invoice paid current year funds	Void & reissue with accrual	. a.a	20%	0.00%	· .	0.00%		0.00%	. 0.00	
	Utilizing recipient verification procedure	. 0.0	20% .	0.00%		0.00%		0.00%	250.00 4.00	
Ktra Class club purchased gift cards for needy famil	y through school social worker								200,00	
Total Value (\$) of Inquiries		838,426.29 /8.	.19% [49,151.04	4.71%	221,096.04	4.99%	86,347.64	2.42%	1,468,007.65 27.0	98 294,836.01 <i>5.20</i> 5
Total Claims Audited		4,558,113.46 10	0.00% 3,168,685.24	100.00%	4,433,061.03	100.00%	3,568,562.16	100.00%	5,418,139.22 100.0	00% 5,674,433.27 100.0
Fotal Outstanding Inquiries		46.97	0.00% -	0.00%		0.00%		0.00%		0.00%

Rocky Point School District Internal Claim Audit Notable Exceptions Exhibit III

Voided Checks - June 2016

Fund	Ck#	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
С	10492	2,004.30	T A Morris & Sons	32	6/8/2016	Warrant amount and invoices not equal	4 invoices not properly documented in Finance Manager; invoices added together and paid as 1 void check and reissue next warrant reflecting a invoices paid.
Total	1 Void	2,004.30					

Other Notable Exceptions - June 2016

					Warrant			
Fund	Ck#	Amount \$	Vendor	Warrant #	Date	Reason For Inquiry	Resolution	
None		-	,		-			
		-						
Total	0 Inquiries							

Rocky Point School District Internal Claims Audit Payroll Audit Exhibit IV

Audited Payroll Checks - June 2016

Fund	Ck#	Amount \$	Employee	Payroll Date	Exceptions
PR	241028	2,134.70	Christiansen, Jeffrey	6/8/2016	None
PR	241061	2,337.76	Glover, Stacy A	6/8/2016	None
PR	241063	2,091.44	Guinther, Scott L	6/8/2016	None
PR	241103	4,342.19	Shanahan, Sherin F	6/8/2016	None
PR	241154	345.69	Girani, Juliana	6/8/2016	None
PR	92277	16,858.60	Discala, George	6/22/2016	None
PR	92269	15,161.98	Coen, Kristen	6/22/2016	None
PR	92293	18,700.05	Hoffmeister, Peter	6/22/2016	None
PR	92331	16,482.02	Scalfani, Carl	6/22/2016	None
PR	92362	18,384.68	Cooper, Andrew	6/22/2016	None
PR	92540	8,101.88	Herbert, Courtney A	6/29/2016	None
PR	92596	97.45	Tillinghast, Kent	6/29/2016	None
PR	92736	268.95	Turner, Joan	6/29/2016	None
PR	92814	252.41	Fitzgerald, Christine M	6/29/2016	None
PR	92845	89.35	Merrin, Joanna A	6/29/2016	None
		105,649.15			

^{*}Please note all checks have been selected at random using a random number generator.

^{**}A result of no exceptions means that the payroll check is accurate when compared against contracts, renewal letters and other documents.

Interoffice Memorandum

TO: Dr. Michael Ring, Superintendent

FROM: Andrea Moscatiello, Director of Special Education

DATE: 6/29/2016

RE: Board Action Sheets

Below please find the schedule to be approved at the 07/14/2016 Board of Education meeting:

	SCHEDULE A							
Year	Date	Location						
15-16	05/06/2016	JAE Committee						
16-17	05/06/2016	JAE Committee						
15-16	05/23/2016	JAE Committee						
16-17	05/23/2016	JAE Committee						
15-16	05/24/2016	JAE Committee						
16-17	05/24/2016	JAE Committee						
15-16	05/25/2016	FJC Committee						
16-17	05/25/2016	FJC Committee						
16-17	05/26/2016	JAE Committee						
16-17	06/02/2016	JAE Committee						
16-17	06/02/2016	BOCES						
16-17	06/03/2016	JAE Committee						
15-16	06/03/2016	RPHS Committee						
16-17	06/03/2016	RPHS Committee						
15-16	06/06/2016	FJC Committee						
16-17	06/06/2016	FJC Committee						
15-16	06/06/2016	RPMS Committee						
16-17	06/06/2016	RPMS Committee						
15-16	06/07/2016	RPMS Committee						
16-17	06/07/2016	RPMS Committee						
16-17	06/07/2016	BOCES						
16-17	06/09/2016	FJC Committee						
15-16	06/09/2016	JAE Committee						
16-17	06/09/2016	JAE Committee						
15-16	06/09/2016	BOCES						
15-16	06/09/2016	RPHS Committee						
16-17	06/09/2016	RPHS Committee						
16-17	06/10/2016	FJC Committee						
16-17	06/10/2016	JAE Committee						
16-17	06/10/2016	RPMS Committee						

15-16	06/10/2016	RPMS Committee
16-17	06/10/2016	RPMS Committee
16-17	06/10/2016	RPMS Committee
16-17	06/13/2016	JAE Committee
15-16	06/13/2016	RPMS Committee
16-17	06/13/2016	RPMS Committee
15-16	06/14/2016	JAE Committee
16-17	06/14/2016	JAE Committee
15-16	06/14/2016	RPMS Committee
16-17	06/14/2016	RPMS Committee
16-17	06/16/2016	JAE Committee
16-17	06/17/2016	JAE Committee
16-17	06/17/2016	RPHS Committee
16-17	06/20/2016	JAE Committee
16-17	06/21/2016	FJC Committee
16-17	06/22/2016	RPHS Committee
15-16	06/23/2016	BOCES
	· · · · · · · · · · · · · · · · · · ·	
	<u> </u>	
2016 2017	May 2 June	District Wide Amendments without
2016-2017	May & June	meetings

Dr. Michael Ring - Board Action Sheets
AM/em

Rocky Point Union Free School District Committee Meeting Recommendations for Board of Education

Student: 'Boar	d of Education Cor	py'							Grade:	03
Meeting Date 05/06/2016	BOE Date 07/14/2016	Committee / Ro Committee on Sp Eligibility Determi	ecial Educati	ion / Initial	Decisi Classifi					
Recommended Special Class Counseling - Ps	I Program/Service	Start Date 05/06/2016 05/06/2016	06/24/2016		Frequency 1 1	Period Daily Weekly	Duration 5hr. 30min. 30min.	Location Classroom Therapy Room/ Counselors Office		
Counseling - Ps	sychological	05/06/2016	06/24/2016	Small Group (5:1)	1	Weekly	30min.	Therapy Room/ Counselors Office		
Student: 'Boar	rd of Education Co	py'							Grade:	04
Meeting Date 05/06/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Eligibility Determ	n Special Edu		Decisi Classifi					
	d Program/Service eaching Services		06/24/2016	Ratio Small Group (5:1)	Frequency 6 1	Period Daily Weekly	Duration 40min. 30min.	Location Classroom Counselor's Office/Classroom		
Speech/Langua	age Therapy	05/06/2016	06/24/2016	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom		
Student: 'Boa	rd of Education Co	opy'							Grade:	04
Meeting Date 05/06/2016	BOE Date 07/14/2016	Committee / R Subcommittee o Eligibility Determ	n Special Ed		Decis i Classif					
Resource Roor Speech/Langu		05/06/2016	End Date 06/24/2016 06/24/2016	Ratio 5:1 Small Group (5:1)	Frequency 5 2	Period Weekly Weekly	Duration 40min. 30min.	Location Classroom Therapy Room or Classroom		

Student: 'Board	d of Education Co	py ²							Grade:	05
Meeting Date 05/06/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		cation /	Decis i Classifi					
	Program/Service aching Services ge Therapy	09/07/2016	06/23/2017 06/23/2017	Ratio Small Group (5:1) Small Group (5:1)		Period Daily Weekly Weekly	Duration 40min. 30min. 30min.	Location Classroom Counselor's Office/Classroom Therapy Room or Classroom		
Student: 'Board	d of Education Co	py ^t							Grade:	05
Meeting Date 05/06/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ication /	Decisi Classifi					
-	Program/Service eaching Services ge Therapy	09/07/2016		Ratio Small Group (5:1)	Frequency 6 2	Period Daily Weekly	Duration 40min. 30min.	Location Classroom Therapy Room or Classroom		

Student: 'Board	d of Education C	opy'						Grade: 05
Meeting Date 05/23/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Eligibility Determ	pecial Educat	Decisi Classifi				
Recommended Resource Room	Program/Service Program	Start Date 05/23/2016		Frequency 5	Period Weekly	<u>Duration</u> 40min.	<u>Location</u> Classroom	

Student: 'Boan	d of Education C	opy							Grade: 06
Meeting Date 05/23/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Review		ion / Annual	Decisi Classif				
Recommended Resource Room	Program/Service Program	Start Date 09/07/2016	100000000000000000000000000000000000000	15330	Frequency 5	Period Weekly	<u>Duration</u> 40min.	<u>Location</u> Classroom	

Student: 'Board	d of Education Co	ору'					Grade: 04		
Meeting Date 05/24/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Review		ion / Annual	Decisi Declas				
Recommended Speech/Language	Program/Service ge Therapy		End Date 06/24/2016	Ratio Small Group (5:1)	Frequency 2	<u>Period</u> Weekly	<u>Duration</u> 30min.	Location Therapy Room or Classroom	

Meeting Date 05/24/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ication /	Decisi Classifi				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Special Class -	Math	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Special Class -			06/23/2017		2	Daily	42min.	Classroom	
Speech/Langua		09/07/2016	06/23/2017	Small Group	2	Weekly	42min.	Therapy Room or Classroom	
Occupational Th	nerapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom	
Student: 'Roar	d of Education Co	nnv		100 142					Grade: 05

Student: 'Board	d of Education Co	opy'					Grade: 05			
Meeting Date 05/24/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		cation /	Decisi Classif					
Recommended Integrated Co-te Speech/Langua		09/07/2016	06/23/2017	Ratio Small Group (5:1)	Frequency 6 2	<u>Period</u> Daily Weekly	Duration 40min. 30min.	Location Classroom Therapy Room		

Student: 'Board	d of Education Co	opy'							Grade: 01	
Meeting Date 05/25/2016	BOE Date 07/14/2016	Committee on Sp	nmittee / Reason mittee on Special Education / Initial bility Determination Meeting		Decis Classif					
Recommended Special Class Occupational Th	Program/Service	05/25/2016	06/24/2016	Ratio 15:1 Small Group (5:1)	Frequency 6 2	Period Daily Weekly	Duration 40min. 30min.	Location Classroom Therapy Room or Classroom		
Student: 'Board	d of Education Co	opy"							Grade: 01	
Meeting Date 05/25/2016	BOE Date 07/14/2016	Committee / R Subcommittee of Eligibility Determ	n Special Edu			on at for Initial as Refused				

Student: 'Board	of Education C	ору					Grade: 02			
Meeting Date 05/25/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Review		ion / Annual	Decisi Classif					
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Special Class		09/07/2016	06/23/2017	15:1	6	Daily	40min.	Classroom		
Occupational Th	erapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom		

Student: 'Board	of Education Co	DY'							Grade: 06	
Meeting Date 05/26/2016	BOE Date	Committee / R Subcommittee or Reevaluation/An	n Special Edu	cation /	Decisi Classifi					
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Integrated Co-te (ICT-English)		09/07/2016	06/23/2017		1	Daily	42min.	Classroom		
Integrated Co-te (ICT-Science)	aching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom		
Integrated Co-te		09/07/2016	06/23/2017		1	Daily	42min.	Classroom		
Special Class - I		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Counseling - So				Small Group	1	Weekly	42min.	Counselor's Office		
Student: 'Board	d of Education Co	py'							Grade: 04	
Meeting Date	BOE Date	Committee / R	eason		Decisi	ion				
05/26/2016	07/14/2016	Subcommittee o Reevaluation/An	n Special Edu	ication /	Classifi	ed				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Resource Room (ICT-Literacy/M	Program		06/23/2017		1	Daily	40min.	School		
Physical Therap		09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom		
Individual Aide		09/07/2016	06/23/2017		8	Daily	40 minutes	Classroom		
Occupational Th	nerapy Consultation	09/07/2016	06/23/2017		1	Monthly	1 hour	1st marking period		
Student: 'Boar	d of Education Co	opy'				on the state of			Grade: 06	
Meeting Date 05/26/2016	BOE Date 07/14/2016	Committee / F Committee on S Review		tion / Annual	Decis Classif					
Recommende	d Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Special Class -			06/23/2017	15:1	2	Daily	42min.	Classroom		
Special Class -			06/23/2017		1	Daily	42min.	Classroom		
Special Class -			06/23/2017		1	Daily	42min.	Classroom		
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Speech/Langua				Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom		
				ALCON EDIN		7.4%			Grade: 04	
Student: 'Boa	rd of Education C	opy'		10.000						Pana

Meeting Date BOE D 05/26/2016 07/14/2		Committee / Ro Subcommittee on Annual Review		ication /	Decisi Classifi				
Recommended Programs Vision Services Assistive Technology Individual Aide	n/Service	Start Date 09/07/2016 09/07/2016 09/07/2016	06/23/2017	Individual	Frequency 1 15 6	<u>Period</u> Weekly Yearly Daily	Duration 30min. 30min. 40 minutes	Location Therapy Room Classroom Classroom, Specials, Lunch, Playground.	

Student: 'Board of Education C	opy'						Grade: 04
Meeting Date BOE Date 06/02/2016 07/14/2016	Committee / Reason Subcommittee on Special Edu Reevaluation/Annual Review	cation /	Decisi Classifi				
Recommended Program/Services Integrated Co-teaching Services	<u>Start Date</u> <u>End Date</u> 09/07/2016 06/23/2017	Ratio	Frequency 6	Period Daily	<u>Duration</u> 40min.	<u>Location</u> Classroom	
(ICT-Literacy/Math) Occupational Therapy	09/07/2016 06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom	
Speech/Language Therapy	09/07/2016 06/23/2017		2	Weekly	30min.	Therapy Room or Classroom	
Counseling-Social Skills Counseling	ng 09/07/2016 06/23/2017		1	Weekly	30min.	Therapy Room or Classroom	
Student: 'Board of Education C	opy'						Grade: 04
Meeting Date BOE Date 06/02/2016 07/14/2016	Committee / Reason Committee on Special Educat Reevaluation/Annual Review	ion /	Decisi Classifi				
Recommended Program/Service	Start Date End Date	Ratio	Frequency	Period	Duration	Location	
Integrated Co-teaching Services	09/07/2016 06/23/2017		6	Daily	40min.	Classroom	
Occupational Therapy	09/07/2016 06/23/2017	Small Group	2	Weekly	30min.	Therapy Room or Classroom	
Student: 'Board of Education C	Copy'						Grade: 05
Meeting Date BOE Date	Committee / Reason		Decisi	ion			
06/02/2016 07/14/2016	Subcommittee on Special Edu Annual Review	ucation /	Classif	ied			
Recommended Program/Service	e Start Date End Date	Ratio	Frequency	Period	Duration	Location	
Special Class	09/07/2016 06/23/2017		6	Daily	40min.	Classroom	
Speech/Language Therapy	09/07/2016 06/23/2017	Small Group	2	Weekly	30min.	Therapy Room or Classroom	
Occupational Therapy	09/07/2016 06/23/2017	Small Group	1	Weekly	30min.	Classroom	
Student: 'Board of Education (Copy						Grade: 04
Meeting Date BOE Date 06/02/2016 07/14/2016	Committee / Reason Subcommittee on Special Ed Reevaluation/Annual Review		Decis Classif				
Recommended Program/Service	e Start Date End Date	Ratio	Frequency	Period	Duration	Location	
Integrated Co-teaching Services	09/07/2016 06/23/2017		5	Daily	40min.	Classroom	
2000016 1052 om							Pa

Resource Room Program	09/07/2016	06/23/2017	5:1	1	Daily	40min.	Classroom
Occupational Therapy			Small Group	1	Weekly	30min.	Therapy Room or Classroom
Speech/Language Therapy	09/07/2016	06/23/2017	(5:1) Individual	2	Weekly	30min.	Therapy Room or Classroom
Speech/Language Therapy	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom
Counseling-Social Skills Counseling	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom

Student: 'Boar	d of Education Co	py'							Grade: 05
Meeting Date 06/02/2016	/2016 07/14/2016 Subcommittee on Special Education Reevaluation/Annual Review				Decisi Classifi				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Special Class		09/07/2016		15:1	6	Daily	40min.	Classroom	
Occupational Tr	herapy			Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom	
Counseling-Soc	cial Skills Counseling	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom	
Occupational Tr	herapy	09/07/2016	06/23/2017		1	Weekly	30min.	Therapy Room or Classroom	

Student: 'Board of Education Co	py						Grade:
Meeting Date BOE Date 06/02/2016 07/14/2016	Committee / Re Subcommittee on Request		ıcation / Paren	Decisi t Classifi			Placement Recommendation / School BOCES Class in a Public School(BOCES-PSD) / BOCE ES Bellport Academic Center-SE
Recommended Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class (Bellport Academic Center-SE)	09/07/2016	06/23/2017	8:1+1	5	Weekly	6hr.	Across All Educational Settings
Special Class	07/04/2016	08/12/2016	8:1:1	1	Daily	3hr.	Classroom
Parent Counseling and Training	09/07/2016	06/23/2017	Individual	1	Weekly	1hr.	Home
Speech/Language Therapy	09/07/2016	06/23/2017	Individual	1	Weekly	30min.	Across All Educational Settings
Speech/Language Therapy	09/07/2016	06/23/2017	Small Group	1	Weekly	30min.	Across All Educational Settings
Psychological Counseling Services	09/07/2016			2	Weekly	30min.	Counselor's Office and other therapeutic settings
Psychological Counseling Services	09/07/2016		(5:1)	1	Weekly	30min.	Counselor's Office and other therapeutic settings
Counseling Services			Small Group (5:1)	1	Weekly	30min.	Counselor's Office/Classroom
	ハフバハ バウハイに	08/12/2016	Individual	1	Weekly	30min.	Counselor's Office
Counseling				1	•		Thorany Doom
Speech/Language Therapy	07/04/2016			1	Weekly	30min.	Therapy Room
Speech/Language Therapy Student: 'Board of Education Co	07/04/2016 py'	08/12/2016		1	Weekly		Grade:
Speech/Language Therapy	07/04/2016	08/12/2016 eason Special Edu	Individual	Decisi Classifi	Weekly		
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date	py' Committee / Re Subcommittee on Reevaluation/Ann	08/12/2016 eason Special Edu	Individual		Weekly		Grade: Placement Recommendation / School
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date 6/02/2016 07/14/2016	py' Committee / Re Subcommittee on Reevaluation/Ann	08/12/2016 eason Special Edunual Review End Date	Individual Ication / Ratio	Classifi	Weekly on ed	30min.	Grade: Placement Recommendation / School Home Instruction(HI) / Home
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date 6/02/2016 07/14/2016 Recommended Program/Service	py' Committee / Re Subcommittee on Reevaluation/Ann Start Date	eason Special Edunual Review End Date 06/23/2017	Individual cation / Ratio Direct	Classifi Frequency	Weekly on ed Period	30min.	Grade: Placement Recommendation / School Home Instruction(HI) / Home
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date 6/02/2016 07/14/2016 Recommended Program/Service Consultant Teacher Services	py' Committee / Re Subcommittee on Reevaluation/Ann Start Date 09/07/2016	eason Special Edunual Review End Date 06/23/2017 06/23/2017	Individual Individual Individual Individual Individual Individual Individual Individual Individual	Classifi Frequency 2	on ed Period Weekly	30min. Duration 1hr.	Grade: Placement Recommendation / School Home Instruction(HI) / Home Location Home/Community
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date 6/02/2016 07/14/2016 Recommended Program/Service Consultant Teacher Services Special Class (Home Instruction) Behavior Intervention Services	07/04/2016 py' Committee / Re Subcommittee on Reevaluation/Ann Start Date 09/07/2016 09/07/2016 09/07/2016	eason Special Edunual Review End Date 06/23/2017 06/23/2017	Individual Individual Individual Individual Individual Individual Individual Individual Individual	Classifi Frequency 2 1	on ed Period Weekly Daily	30min. Duration 1hr. 2hr.	Grade: Placement Recommendation / School Home Instruction(HI) / Home Location Home/Community Home
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date 16/02/2016 07/14/2016 Recommended Program/Service Consultant Teacher Services Special Class (Home Instruction)	07/04/2016 py' Committee / Re Subcommittee on Reevaluation/Ann Start Date 09/07/2016 09/07/2016 09/07/2016	eason Special Edunual Review End Date 06/23/2017 06/23/2017	Individual Cation / Ratio Direct 1:1 Individual	Classifi Frequency 2 1	Weekly on ed Period Weekly Daily Weekly On	30min. Duration 1hr. 2hr.	Grade: Placement Recommendation / School Home Instruction(HI) / Home Location Home/Community Home Home
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date 16/02/2016 07/14/2016 Recommended Program/Service Consultant Teacher Services Special Class (Home Instruction) Behavior Intervention Services Student: 'Board of Education Co Meeting Date BOE Date	py' Committee / Re Subcommittee on Reevaluation/Ann Start Date 09/07/2016 09/07/2016 09/07/2016 py' Committee / Re Committee on Sp	eason Special Edunual Review End Date 06/23/2017 06/23/2017 06/23/2017	Individual Cation / Ratio Direct 1:1 Individual	Classifi Frequency 2 1 1 Decisi	Weekly on ed Period Weekly Daily Weekly On	30min. Duration 1hr. 2hr.	Grade: Placement Recommendation / School Home Instruction(HI) / Home Location Home/Community Home Home Grade Placement Recommendation / School Home Public School District(HPSD) / Frank J. Carasiti
Speech/Language Therapy Student: 'Board of Education Co Meeting Date BOE Date 16/02/2016 07/14/2016 Recommended Program/Service Consultant Teacher Services Special Class (Home Instruction) Behavior Intervention Services Student: 'Board of Education Co Meeting Date BOE Date 16/02/2016 07/14/2016	py' Committee / Re Subcommittee on Reevaluation/Ann Start Date 09/07/2016 09/07/2016 09/07/2016 py' Committee / Re Committee on Sp Review Start Date	eason Special Edunual Review End Date 06/23/2017 06/23/2017 06/23/2017 eason ecial Educat	Individual Ratio Direct 1:1 Individual	Classifi Frequency 2 1 1 Classifi Classifi	Weekly on ed Period Weekly Daily Weekly On ed	Duration 1hr. 2hr. 1hr.	Grade: Placement Recommendation / School Home Instruction(HI) / Home Location Home/Community Home Home Grade Placement Recommendation / School Home Public School District(HPSD) / Frank J. Carasiti Elem.

Student: 'Boar	rd of Education Co	ppy'	and the state of t					Grad _i
Meeting Date 06/02/2016	BOE Date 07/14/2016	Committee / Re Subcommittee on Annual Review		ucation /	Decis Classif			Placement Recommendation / School Other Public School District(OPSD) / Center Moriches Hig School
Recommended	d Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Special Class		09/07/2016	06/23/2017	8:1+1	5	Daily	41min.	Classroom
Special Class -	Math	09/07/2016	06/23/2017	15:1	1	Daily	41min.	Classroom
Special Class -	Science	09/07/2016	06/23/2017	15:1	1	Daily	41min.	Classroom
Special Class		07/04/2016	08/12/2016	8:1+1	5	Weekly	5hr.	Classroom
Speech/Langua	age Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom
Parent Counsel	ling and Training	09/07/2016	06/23/2017		1	Monthly	1hr.	Special Location
Behavior Interve	•	09/07/2016	06/23/2017	Individual	2	Monthly	1hr.	Home
Speech/Langua	age Therapy	07/04/2016	08/12/2016	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom
Individual Aide		09/07/2016	06/23/2017	•	5	Daily	6 hours	High School
Shared Aide/Mo	onitor	07/04/2016	06/23/2017		5	Daily	6 hours	Shared Aide throughout school day

Student: 'Boar	rd of Education Co	CANDON CONTRACTOR						or Education	Grade:	04	
Meeting Date 06/03/2016	BOE Date	Committee / Reason Subcommittee on Special Education / Reevaluation/Annual Review		ication /	Decision Classified						
Recommended Program/Service Integrated Co-teaching Services Speech/Language Therapy Counseling - Psychological		09/07/2016 09/07/2016	End Date Ratio 06/23/2017 06/23/2017 Small Group (5:1) 06/23/2017 Small Group (5:1)			Period Daily Weekly Weekly	Duration 40min. 30min. 30min.	Location Classroom Therapy Room or Classroom Counselor's Office			
Student: 'Boar	rd of Education Co	opy'							Grade:	06	
Meeting Date 06/03/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ucation /	Decis i Classif						
Pecommende	d Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location			

Student: 'Boar	d of Education Cop	ý							Grade: 06
Meeting Date 06/03/2016	07/14/2016 S	Committee / R Subcommittee of Innual Review		ication /	Decis i Classifi				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
	eaching Services (CTI	09/07/2016	06/23/2017		1	Daily	42min.	Classroom	
Math) Integrated Co-te	eaching Services		06/23/2017		1	Daily	42min.	Classroom	
(ICT-Science) Integrated Co-te	eaching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom	
(ICT-Social Stu		09/07/2016	06/23/2017		1	Daily	42min.	Classroom	
(ICT-English) Speech/Langua	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom	

Student: 'Board	d of Education C	ору'						Grac		
Meeting Date 06/03/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ucation /	Decisi Declass			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School		
Recommended Counseling	Program/Service	Start Date 09/02/2015	End Date 06/24/2016	<u>Ratio</u> Individual	Frequency 1	<u>Period</u> Monthly	<u>Duration</u> 30min.	<u>Location</u> Home/Community		

Pocky Point Union Free School District

Student: 'Boar	rd of Education Co	py [*]							Grade: 12	
Meeting Date 06/03/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		cation /	Decisi Classifi					
Recommended	d Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Special Class -			06/23/2017	15:1	1	Daily	42min.	Classroom		
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Resource Roon			06/23/2017		1	Daily	42min.	Classroom		
Speech/Langua	•			Small Group (5:1)	1	Weekly	42min.	Therapy Room or Classroom		
Speech/Langua	age Therapy	09/07/2016	06/23/2017		1	Weekly	42min.	Therapy Room or Classroom		
Counseling - So	ocial Worker	09/07/2016	06/23/2017	Individual	1	Weekly	42min.	Counselor's Office		
Student: 'Boar	rd of Education Co	opy'	A A						Grade: Ungraded	
Meeting Date 06/03/2016	BOE Date 07/14/2016	Committee / R Subcommittee of Program Review	n Special Edu	ication /	Decisi Classifi					
Recommende	d Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Special Class			06/23/2017	12:1+2	3	Daily	42min.	Special Location		
Special Class			08/12/2016		1	Daily	5hr.	Classroom		
	herany			Small Group	1	Weekly	42min.	Therapy Room		
Occupational T	inci apj			(5:1)						
Occupational T		09/07/2016	06/23/2017		1	Weekly	42min.	Therapy Room		
Occupational T Physical Thera	ру		06/23/2017 06/23/2017	Individual	1	Weekly Weekly	42min.	Therapy Room		
Occupational T Physical Thera Speech/Langua	ру	09/07/2016	06/23/2017	Individual	1 1 1					

2

1

Weekly

Weekly

Weekly

Weekly

30min.

30min.

30min.

30min.

Classroom

Classroom

School

School

(5:1)

07/04/2016 08/12/2016 Small Group

(5:1) 07/04/2016 08/12/2016 Small Group

07/04/2016 08/12/2016 Small Group

07/04/2016 08/12/2016 Individual

Speech/Language Therapy

Occupational Therapy

Physical Therapy

Counseling

Student: 'Board of Education Co	py'							Grade: 03	
Meeting Date BOE Date 06/06/2016 07/14/2016	Committee / Re Committee on Sp Review		on / Annual	Decisi Classifie					
Recommended Program/Service Resource Room Program Speech/Language Therapy	Start Date 09/07/2016 09/07/2016	06/23/2017	Ratio 5:1 Small Group (5:1)	Frequency 1 3	Period Daily Weekly	Duration 40min. 30min.	Location Classroom Therapy Room or Classroom		
Student: 'Board of Education Co	opy'	rosbere y						Grade: 03	
Meeting Date BOE Date 06/06/2016 06/20/2016	Committee / Re Committee on Sp Review		ion / Annual	Decisi Classifi					
Recommended Program/Service Integrated Co-teaching Services Occupational Therapy	09/07/2016	06/23/2017	Ratio Small Group (5:1)	Frequency 6 1	Period Daily Weekly	<u>Duration</u> 40min. 30min.	Location Classroom Classroom		
Student: 'Board of Education Co	opy'				Testal.			Grade: 01	
Meeting Date BOE Date 06/06/2016 06/20/2016	Committee / Ro Subcommittee or Annual Review		ucation /	Decisi Classifi					
Recommended Program/Service			Ratio	Frequency	Period	Duration	Location		
Integrated Co-teaching Services Speech/Language Therapy	09/07/2016 09/07/2016			6 1	Daily Weekly	40min. 30min.	Classroom Therapy Room or Classroom		
Speech/Language Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom		
Occupational Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom		
Student: 'Board of Education C	ору'							Grade: 03	
Meeting Date 06/06/2016 BOE Date 06/20/2016	Committee / R Subcommittee o Annual Review		ucation /	Decis Classif					
Recommended Program/Service		End Date 06/23/2017	Ratio	Frequency 5	Period Weekly	Duration 40min.	Location Therapy Room or		

Student: 'Boar	d of Education Co	ору'							Grade: 03
Meeting Date 06/06/2016	BOE Date 06/20/2016	Committee / R Committee on S Review		ion / Annual	Decis Classif				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Resource Roon		09/07/2016	06/23/2017	5:1	5	Weekly	40min.	Classroom	
Occupational Ti				Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom	

Student: 'Boar	d of Education Co	py'							Grade: 01	
Meeting Date 06/06/2016		Committee / R Subcommittee or Annual Review		ication /	Decisi Declas					
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
	ing and Training	09/02/2015		Individual	4	Yearly	30min.	Conference Room		
Counseling - Ps				Small Group (5:1)	1	Weekly	30min.	Counselor's Office/Classroom		
Shared Aide		09/02/2015	06/24/2016		8	Daily	40 minutes	All school locations.		
								3:1 1:1 Lunch/recess		

Student: 'Board of Education Co	opy'					1.4	Grade
Meeting Date BOE Date 06/06/2016 07/14/2016	Committee / Results Subcommittee on Subcommittee on Subcommittee on Subcommittee on Subcommittee on Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee / Results Subcommittee on Subcommittee on Subcommittee / Results Subcommittee on Subcommittee		cation /	Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class (Learning Lab - ELA)	09/07/2016	06/23/2017	15:1	1	Every Other Day	42min.	Classroom
Integrated Co-teaching Services (ICT-English)	09/07/2016 (06/23/2017		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Math)	09/07/2016 (06/23/2017		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Social Studies)	09/07/2016 (1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Science)	09/07/2016 (1	Daily	42min.	Classroom
Special Class (Learning Lab - Math) 09/07/2016 (06/23/2017	15:1	1	Every Other Day	42min.	Classroom
Student: 'Board of Education Co	py'						Grade
Meeting Date BOE Date 06/06/2016 07/14/2016	Committee / Rea Subcommittee on S Annual Review		cation /	Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended Program/Service	Start Date E	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>
Integrated Co-teaching Services (ICT-English)	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Math)	09/07/2016(1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Science)	09/07/2016 (1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Social Studies)	09/07/2016 (06/23/2017		1	Daily	42min.	Classroom
Speech/Language Therapy	09/07/2016(06/23/2017	Small Group (5:1)	1	Weekly	42min.	Therapy Room or Classroom
Student: 'Board of Education Co	opy'						Grade
Meeting Date BOE Date 06/06/2016 07/14/2016	Committee / Res Subcommittee on a Annual Review		ication /	Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended Program/Service			Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Special Class - Math Special Class - Reading	09/07/2016 (09/07/2016 (1 1	Daily Daily	42min. 42min.	Classroom Classroom
709/2016. 4:19 pm							Page

(ICT-Science) Integrated Co-t (ICT-Social Stu Counseling-Soc	rd of Education Co BOE Date 07/14/2016		n Special Edu	(5:1)	Decisi Classifi	on	72.11111.	Placement R	Grade. Recommendation (School District(HPSD)	
(ICT-Science) Integrated Co-t (ICT-Social Stu Counseling-Soc	cial Śkills Counseling		06/23/2017		1	vvooriy	72111111.	Course of Cine	Grade.	
(ICT-Science) Integrated Co-t (ICT-Social Stu		09/07/2016	06/23/2017			Wookly	7211111.			
(ICT-Science) Integrated Co-t	aloo,			0	4	Weekly	42min.	Counselor's Office		
	eaching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom		
	eaching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom		
Integrated Co-t (ICT-English)	eaching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom		
Special Class -			06/23/2017	15:1	1	Daily	42min.	Classroom		
	Learning Lab - Math)	09/07/2016	06/23/2017	15:1	1	Day Daily	42min.	Classroom		
	Learning Lab - ELA)		06/23/2017		1	Every Other	42min.	Classroom		
leeting Date 6/06/2016	07/14/2016	Committee / R Subcommittee or Annual Review Start Date		cation /	Decision Classific		<u>Duration</u>		Recommendation / Sichool District(HPSD)	
	rd of Education Co								Grade:	
	-3o.ab)	00.0172010	30,20,2017	(5:1)				Classroom		
Speech/Langua			06/23/2017		2	Weekly	42min.	Therapy Room or		
Special Class -			06/23/2017		1	Daily	42min.	Classroom		
Special Class - Special Class -	•		06/23/2017		1	Daily Daily	42min. 42min.	Classroom		
Special Class -			06/23/2017		1	Daily	42min.	Classroom		
	d Program/Service	Start Date	End Date 06/23/2017	Ratio	Frequency	<u>Period</u> Daily	<u>Duration</u> 42min.	<u>Location</u> Classroom		
		Reevaluation/An	nual Review				.	School	, ,	, ,
leeting Date 6/06/2016		Committee / R Subcommittee or		cation /	Decisi Classifi				lecommendation / School District(HPSD)	
tudent: 'Boa	rd of Education Co	py'							Grade	
Speech/Langua		09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom		1
(ICT-Social Stu	eaching Services dies)	09/07/2016	06/23/2017		1	Daily	42min.	Classroom		
Integrated Co-t	eaching Services	09/07/2010	00/23/2017		1	Daily	42Mm.	Classiconi		
(ICT-Science) Integrated Co-t	English eaching Services		06/23/2017 06/23/2017	10.1	1	Daily Daily	42min. 42min.	Classroom Classroom		

Integrated Co-teaching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
(ICT-Science) Special Class - Reading	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom
Special Class - English	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Math)	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Special Class - Social Studies	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom
Speech/Language Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom

Student: 'Board	d of Education Co	ppy'						Grade
06/06/2016 07/14/2016 Subco		Subcommittee or	Committee / Reason Subcommittee on Special Education / Requested Review			on ed		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>
Integrated Co-te (ICT-English)	eaching Services	11/23/2015	06/24/2016		1	Daily	42min.	Classroom
Integrated Co-te (ICT-Math)	eaching Services	11/23/2015	06/24/2016		1	Daily	42min.	Classroom
Integrated Co-te (ICT-Social Stud	•	11/23/2015	06/24/2016		1	Daily	42min.	Classroom
Integrated Co-te (ICT-Science)	•	11/23/2015	06/24/2016		1	Daily	42min.	Classroom

Student: 'Board	of Education Co	ру'						Grade:
Meeting Date 06/07/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ucation /	Decis i Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended F	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Resource Room F	Program	09/07/2016	06/23/2017	5:1	1	Daily	42min.	Classroom
Student: 'Board	of Education Co	ру'						Grade:
Meeting Date 06/07/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Reevaluation/An	n Special Edu	ucation /	Decisi Classifi		, .	Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended F	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Integrated Co-tea (ICT-English)	ching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Integrated Co-tea (ICT-Math)	ching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Integrated Co-tea (ICT-Social Studie		09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Integrated Co-tea (ICT-Science)	•	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Speech Consult		09/07/2016	06/23/2017	Individual	1	Monthly	15min.	Classroom

Student: 'Board	d of Education C	opy'					Grade:			
Meeting Date 06/07/2016	BOE Date 07/14/2016	Committee / Reason Subcommittee on Special Education / Annual Review			Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School		
Recommended Resource Room	Program/Service Program	Start Date 09/07/2016	End Date 06/23/2017	<u>Ratio</u> 5:1	<u>Frequency</u> 1	<u>Period</u> Daily	<u>Duration</u> 42min.	<u>Location</u> Classroom		

Student: 'Board of Education C	opy'						Grad
Meeting Date BOE Date 06/07/2016 07/14/2016			Decis i Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School	
Recommended Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>
Integrated Co-teaching Services (ICT-Math)	09/01/2015	06/24/2016		1	Daily	42min.	Classroom
Special Class - Reading	09/01/2015	06/24/2016	15:1	1	Daily	42min.	Classroom
Special Class - English	09/01/2015	06/24/2016	15:1	1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Science)	09/01/2015	06/24/2016		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Social Studies)	09/01/2015	06/24/2016		1	Daily	42min.	Classroom
Student: 'Board of Education Co	opy'						Gra ₁
Meeting Date BOE Date 06/07/2016 07/14/2016	Committee / Re Subcommittee on Reevaluation Rev	Special Edu	cation /	Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Integrated Co-teaching Services (ICT-Math)	09/02/2015	06/24/2016		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Math)	09/02/2015	06/24/2016		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Science)	09/02/2015	06/24/2016		1	Daily	42min.	Classroom
		06/04/0046		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Social Studies)	09/02/2015	00/24/2010					
Integrated Co-teaching Services (ICT-Social Studies) Special Class (Learning Lab - ELA			15:1	1	Every Other Day	42min.	Classroom

Student: 'Board of Education Cop	py'						Grade:
06/07/2016 07/14/2016	Committee / Rea Subcommittee on S Annual Review		cation /	Decisi Classifie			Placement Recommendation / School BOCES Class in a Public School(BOCES-PSD) / BOCE ES Jefferson Academic Center
Recommended Program/Service	Start Date E	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Special Class (Jefferson Academic Center)	09/07/2016	06/23/2017	8:1:1	5	Weekly	6hr.	Classroom
Psychological Counseling Services	09/07/2016 0			2	Weekly	30min.	Counselor's Office and other therapeutic settings
Psychological Counseling Services	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Across All Educational Settings
Student: 'Board of Education Cop	py'					144	Grade:
06/07/2016 07/14/2016	Committee / Rea Committee on Spe Review		on / Annual	Decisi Classifie			Placement Recommendation / School Home Public School District(HPSD) / Frank J. Carasiti Elem.
Recommended Program/Service	Start Date E	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Integrated Co-teaching Services	09/07/2016 (06/23/2017		5	Weekly	5hr. 30min.	Classroom
Special Class	07/04/2016	08/12/2016	15:1	5	Weekly	6hr.	Special Classes
Speech/Language Therapy	09/07/2016	06/23/2017	Individual	3	Weekly	30min.	Therapy Room
Speech/Language Therapy	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room
Hearing Services	09/07/2016	06/23/2017		5	Weekly	30min.	Therapy Room or Classroom
Speech/Language Therapy	07/04/2016	08/12/2016	Individual	3	Weekly	30min.	Special Location
Student: 'Board of Education Co	py'						Grade:
							Placement Recommendation / School
Meeting Date BOE Date 06/07/2016 07/14/2016	Committee / Re Subcommittee on Annual Review		ication /	Decisi Classifi			Other Public School District(OPSD) / Sachem SD @ Hig School North
Meeting Date BOE Date 06/07/2016 07/14/2016	Subcommittee on Annual Review		cation /			<u>Duration</u>	Other Public School District(OPSD) / Sachem SD @ Hig
Meeting Date BOE Date 06/07/2016 07/14/2016 Recommended Program/Service	Subcommittee on Annual Review Start Date	Special Edu End Date	Ratio	Classific	ed	<u>Duration</u> 6hr.	Other Public School District(OPSD) / Sachem SD @ Hig School North
Meeting Date BOE Date 06/07/2016 07/14/2016 Recommended Program/Service Special Class	Subcommittee on Annual Review Start Date 99/07/2016	Special Edu End Date 06/23/2017	Ratio 12:1+1	Classific	ed <u>Period</u>	<u></u>	Other Public School District(OPSD) / Sachem SD @ Hig School North <u>Location</u>
Meeting Date BOE Date 06/07/2016 07/14/2016 Recommended Program/Service	Subcommittee on Annual Review Start Date 909/07/2016 07/04/2016	Special Edu End Date 06/23/2017 08/12/2016	Ratio 12:1+1 12:1+1	Classific Frequency 5	ed <u>Period</u> Weekly	6hr.	Other Public School District(OPSD) / Sachem SD @ Hig School North <u>Location</u> Classroom
Meeting Date BOE Date 07/14/2016 Recommended Program/Service Special Class Special Class	Subcommittee on Annual Review Start Date 909/07/2016 07/04/2016 09/07/2016 0	Special Edu End Date 06/23/2017 08/12/2016 06/23/2017	Ratio 12:1+1 12:1+1 Individual	Classific Frequency 5 5	ed <u>Period</u> Weekly Weekly	6hr. 6hr.	Other Public School District(OPSD) / Sachem SD @ Hig School North Location Classroom Special Classes Counselor's Office and
Meeting Date BOE Date 06/07/2016 07/14/2016 Recommended Program/Service Special Class Special Class Psychological Counseling Services	Subcommittee on Annual Review Start Date 909/07/2016 07/04/2016 09/07/2016 09/07/2016	Special Edu End Date 06/23/2017 08/12/2016 06/23/2017 06/23/2017	Ratio 12:1+1 12:1+1 Individual Small Group	Classific Frequency 5 5 1	Period Weekly Weekly Weekly	6hr. 6hr. 30min.	Other Public School District(OPSD) / Sachem SD @ Hig School North Location Classroom Special Classes Counselor's Office and other therapeutic settings Counselor's Office and

Speech/Language Therapy	07/04/2016	08/12/2016	Small Group	2	Weekly	30min.	Classroom
Psychological Counseling Services	07/04/2016	08/12/2016	(5:1) Individual	1	Weekly	30min.	Counselor's Office and other therapeutic settings
Psychological Counseling Services	07/04/2016	08/12/2016	Small Group (5:1)	1	Weekly	30min.	Counselor's Office and other therapeutic settings

		Such and president substitution in the substit	minute i	and and a	(CCOmmis				Grade:	02
Student: 'Board	d of Education Co	py'							Oludo.	
Meeting Date 06/09/2016	BOE Date 07/14/2016	Committee / Re Committee on Sp Requested Revie	ecial Educati	on /	Decisi Classifi					
Special Class Speech/Langua		09/07/2016 09/07/2016	06/23/2017 06/23/2017	Ratio 15:1 Small Group (5:1) Small Group		Period Daily Weekly Weekly	Duration 40min. 30min. 30min.	Location Classroom Therapy Room or Classroom Therapy Room or		
Occupational Th	d of Education Co	Haraday and Haraga	OG ZG ZG II	(5:1)				Classroom	Grade:	02
Meeting Date 06/09/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		cation /	Decisi Exited	ion				
	i Program/Service eaching Services	<u>Start Date</u> 09/07/2016		Ratio	Frequency 6	<u>Period</u> Daily	<u>Duration</u> 40min.	<u>Location</u> Classroom		

Student: 'Board	of Education Co	py'							Grade:	04
Meeting Date 06/09/2016	CONTROL STREET, STREET	Committee / R Subcommittee or Reevaluation/An	n Special Edu	ucation /	Decisi Classifi					
Resource Room F Speech/Language	Program	Start Date 09/07/2016 09/07/2016	06/23/2017	Ratio 5:1 Small Group (5:1)	Frequency 1 2	Period Daily Weekly	Duration 40min. 30min.	Location Classroom Therapy Room or Classroom		
Student: 'Board	of Education Co	py'							Grade:	05
Meeting Date 06/09/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ucation /	Decisi Classifi					
Recommended I Integrated Co-tea			End Date 06/23/2017	Ratio	Frequency 6	Period Daily	<u>Duration</u> 40min.	<u>Location</u> Classroom		
Student: 'Board	of Education Co	opy'							Grade:	04
Meeting Date 06/09/2016	BOE Date 07/14/2016	Committee / R Subcommittee o Reevaluation/An	n Special Edi		Decisi Classif					
Recommended Special Class	Program/Service		End Date 06/23/2017	Ratio 15:1	Frequency 6	Period Daily	<u>Duration</u> 40min.	<u>Location</u> Classroom		

leeting Date BOE Date 6/09/2016 07/14/2016		Committee / Reason Committee on Special Education / Initial Eligibility Determination Meeting			Decisi Classifi				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Special Class		09/07/2016		8:1+1	1	Daily	6hr.	Classroom	
Counseling		09/07/2016			1	Weekly	30min.	Counselor's Office	
Counseling				Small Group (5:1)	1	Weekly	30min.	Counselor's Office	
Aide		06/09/2016	06/24/2016		8	Daily	30 minutes	All Academic Classes	

Student: 'Board	d of Education Co	py'					Grade:			
Meeting Date 06/09/2016					Decision Classified			Placement Recommendation / School BOCES Class in a Public School(BOCES-PSD) / BOCES ES-Islip Academic Center & Islip Career Center		
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>		
Special Class (Is	slip Academic Cente	er) 05/23/2016	06/24/2016	8:1+1	1	Daily	3hr. 30min.	Classroom		
	poorum orange (comp c reconstruction)		06/24/2016	12:1+1	1	Daily	2hr. 30min.	Special Career Education Program		
Psychological C	ounseling Services	05/23/2016	06/24/2016	Individual	2	Weekly	30min.	Counselor's Office and other therapeutic settings		
Psychological C	ounseling Services	05/23/2016	06/24/2016	Small Group (5:1)	1	Weekly	30min.	Counselor's Office and other therapeutic settings		

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Student: 'Board	d of Education Co	py'						Grade.
Meeting Date 06/09/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Reevaluation Re	Special Edu	cation /	Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Integrated Co-te (ICT-English)	aching Services	10/05/2015	06/24/2016		1	Daily	42min.	Classroom
	aching Services	10/05/2015	06/24/2016		1	Daily	42min.	Classroom
	aching Services	10/05/2015	06/24/2016		1	Daily	42min.	Classroom
Student: 'Board	d of Education Co	py'						Grade:
Meeting Date 06/09/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Reevaluation Re	n Special Edu	ication /	Decisi Declas Service	sified Support		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Resource Room	Program	09/02/2015	06/24/2016	5:1	1	Daily	42min.	Classroom
Student: 'Boar	d of Education Co	ppy'						Grade:
Meeting Date 06/09/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ıcation /	Decis i Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School
Recommended	l Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Counseling-Soc	ial Skills Training	09/02/2015	06/24/2016	Individual	1	Monthly	42min.	Therapy Room/ Counselors Office
Parent Counsel	ing and Training		06/24/2016		4	Yearly	42min.	Special Location
Counseling-Soc	ial Skills Training	09/02/2015	06/24/2016	Small Group	1	Weekly	42min.	Therapy Room/ Counselors Office

Student: 'Board	d of Education Co	ору'		Grade:					
06/09/2016 07/14/2016		Committee / Reason Committee on Special Education / Annual Review			Decis i Classifi		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School		
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>	
Integrated Co-te (ICT-English)	aching Services	09/07/2016	06/23/2017	•	1	Daily	42min.	Integrated	
Integrated Co-te (ICT-Social Stud	•	09/07/2016	06/23/2017		1	Daily	42min.	Integrated	

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Student: 'Board	d of Education Co	py							Grade:	01	
Meeting Date 06/10/2016	ate BOE Date Committee / Reason			Decision Classified							
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location			
Special Class			06/23/2017		6	Daily	40min.	Classroom			
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Small Group	2	Weekly	30min.	Therapy Room or Classroom			
Speech/Langua	ge Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom			
Occupational Th	егару	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom			
Speech/Langua	ge Therapy	07/04/2016	08/12/2016		2	Weekly	30min.	Classroom			
Student: 'Board	d of Education Co	ppy'							Grade:	03	
Meeting Date 06/10/2016	BOE Date 07/14/2016	Committee / R Committee on S Review		ion / Annual	Decisi Classifi						
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location			
Integrated Co-te	aching Services		06/23/2017		6	Daily	40min.	Classroom			
Speech/Langua	ge Therapy			Small Group (5:1)		Weekly	30min.	Therapy Room or Classroom			
Occupational Th	nerapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom			
Speech/Langua	ge Therapy	07/04/2016	08/12/2016	Individual	2	Weekly	30min.	Classroom			
Student: 'Boar	d of Education Co	opy ⁾							Grade:	03	
Meeting Date 06/10/2016	BOE Date 07/14/2016	Committee / R Subcommittee o Annual Review		ucation /	Decisi Classifi						
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location			
Resource Room	Program	09/07/2016	06/23/2017	5:1	5	Weekly	40min.	Classroom			
Student: 'Boar	d of Education Co	opy'							Grade:	02	
Meeting Date	BOE Date	Committee / F	Reason		Decisi						
	07/14/2016	Subcommittee of	on Special Ed	ucation /	Classif	ied					
06/10/2016	0111112010	Annual Review									
06/10/2016	I Program/Service		End Date	Ratio	Frequency	Period	Duration	Location			

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	Occupational Therapy	09/07/2016	06/23/2017	Small Group	1	Weekly	30min.	Therapy Room or
	occupation the spy			(5:1)				Classroom
İ	Counseling - Psychological	09/07/2016	06/23/2017	Small Group	1	Weekly	30min.	Therapy Room or
	• • •			(5:1)				Classroom
	Parent Counseling and Training	09/07/2016	06/23/2017	Individual	4	Yearly	30min.	Conference Room

Student: 'Board	d of Education C	ору'							Grade: 04	
Meeting Date 06/10/2016	BOE Date	Committee / R Committee on Sp Review		tion / Annual	Decisi Classifi					
	Program/Services eaching Services ge Therapy	09/07/2016	06/23/2017		Frequency 6 2	Period Daily Weekly	<u>Duration</u> 40min. 30min.	Location Classroom Therapy Room or Classroom		

Student: 'Board of Education Cop	oy'					Grade
06/10/2016 07/14/2016	Committee / Reason Subcommittee on Special Requested Review	Subcommittee on Special Education /				Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended Program/Service	Start Date End Da	e Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class - English	09/07/2016 06/23/2)17 15:1	1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Science)	09/07/2016 06/23/20)17	1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Social Studies)	09/07/2016 06/23/2)17	1	Daily	42min.	Classroom
Special Class - Math	09/07/2016 06/23/2)17 12:1+1	1	Daily	42min.	Classroom
Special Class	07/04/2016 08/12/2)16 12:1+1	1	Daily	5hr.	Classroom
Parent Counseling and Training	09/07/2016 06/23/2)17 Individual	4	Yearly	42min.	Special Location
Occupational Therapy	09/07/2016 06/23/2)17 Individual	2	Weekly	42min.	Classroom
Speech/Language Therapy	09/07/2016 06/23/2)17 Individual	2	Weekly	42min.	Therapy Room or Classroom
Physical Therapy	09/07/2016 06/23/2)17 Individual	2	Weekly	42min.	Therapy Room
Speech/Language Therapy	09/07/2016 06/23/2)17 Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom
Speech/Language Therapy	07/04/2016 08/12/2)16 Small Group (5:1)	2	Weekly	30min.	Classroom
Counseling-Social Skills Counseling	07/04/2016 08/12/2)16 Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom
Occupational Therapy	07/04/2016 08/12/2)16 Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom
Physical Therapy	07/04/2016 08/12/2		1	Weekly	30min.	Therapy Room or Classroom
Individual Aide	09/07/2016 06/23/2		8	Daily	42 minutes	school
Occupational Therapy Consultation	09/07/2016 06/23/2	017	1	Monthly	30 minutes	classroom

Student: 'Board	of Education Co	py'				Grade:			
Meeting Date 06/10/2016	BOE Date 07/14/2016	Committee / Reason Subcommittee on Special Education / Initial Eligibility Determination Meeting			Decisi Classifi		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School		
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>	
Special Class - E	English	06/10/2016	06/24/2016	15:1	1	Daily	42min.	Classroom	
Integrated Co-te	aching Services	06/10/2016	06/24/2016		1	Daily	42min.	Classroom	
Integrated Co-te	•	06/10/2016	06/24/2016		1	Daily	42min.	Classroom	
Special Class - F	•	06/10/2016	06/24/2016	15:1	1	Daily	42min.	Classroom	
Special Class - N	•	06/10/2016	06/24/2016	15:1	1	Daily	42min.	Classroom	

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Student: 'Board	d of Education Co	py'				Grade:				
Meeting Date 06/10/2016	BOE Date 07/14/2016	Committee / Reason Subcommittee on Special Education / Initial Eligibility Determination Meeting			Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School		
Recommended	Program/Service	Start Date	End Date	Ratio	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	<u>Location</u>		
Special Class - E	English	06/10/2016	06/24/2016	15:1	1	Daily	42min.	Classroom		
Integrated Co-te: (ICT-Science)	aching Services	06/10/2016	06/24/2016		1	Daily	42min.	Classroom		
Integrated Co-te (ICT-Social Stud		06/10/2016	06/24/2016		1	Daily	42min.	Ciassroom		
Special Class - F	Reading	06/10/2016	06/24/2016	15:1	1	Daily	42min.	Classroom		
Special Class - N	Math	06/10/2016	06/24/2016	15:1	1	Daily	42min.	Classroom		

06/20/2016, 9:17 am

Student: 'Board	of Education Copy	y ^t						Grade:
Meeting Date 06/10/2016	/10/2016 07/14/2016 St		Committee / Reason Subcommittee on Special Education / Annual Review			on ed		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	Location
Integrated Co-tea (ICT-Science)	aching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
, ,	inglish (Special Class	s 09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom
Special Class - M	/lath	09/07/2016	06/23/2017	12:1+1	1	Daily	42min.	Classroom
Integrated Co-tea (ICT-Social Studi	-	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Special Class (Ho	•	07/04/2016	08/12/2016	1:1	4	Weekly	1hr. 15min.	Home
Speech/Languag	-	09/07/2016	06/23/2017	Individual	2	Weekly	42min.	Therapy Room or Classroom
Speech/Languag	je Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom
Parent Counselin	ng and Training	09/07/2016	06/23/2017		4	Yearly	42min.	Conference Room
Occupational The	•	09/07/2016	06/23/2017	Individual	1	Weekly	42min.	Therapy Room or Classroom
Speech/Languag	je Therapy	07/04/2016	08/12/2016	Individual	2	Weekly	30min.	Home
Individual Aide	••	09/07/2016	06/23/2017		8	Daily	Throughout the School Day	School

Student: 'Board	d of Education Co	py'							Grade: 02	
Meeting Date 06/13/2016	BOE Date 07/14/2016	Committee / Re Subcommittee on Requested Revie	Special Edu	cation /	Decisi Classifie					
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Special Class		09/07/2016	06/23/2017	8:1+1	6	Daily	40min.	Classroom		
Counseling - Ps	vchological	09/07/2016	06/23/2017	Small Group	1	Weekly	30min.	Counselor's		
	,			(5:1)		W. H.	20	Office/Classroom Therapy Room or		
Occupational Th	nerapy	09/07/2016	06/23/2017	Small Group	2	Weekly	30min.	Classroom		
		09/07/2016	06/23/2017	(5:1) Individual	1	Weekly	30min.	Counselor's		
Counseling - Ps	ycnological	09/0/12010	UUIZJIZU I I	HUHOUGI		recomy		Office/Classroom		
Student: 'Roan	d of Education Co	nv						4.1	Grade: 02	
STATE OF THE PARTY	BOE Date	Committee / R	eason	AND DESCRIPTION OF THE	Decisi	on				
Meeting Date 06/13/2016	07/14/2016	Subcommittee or Annual Review		ucation /	Classifi	ed				
Perommanded	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Special Class	2 1 TOGISHIOCI HOC	09/07/2015			6	Daily	40min.	Classroom		
Special Class			08/12/2016		5	Weekly	2hr. 30min.	Classroom		
Speech/Langua	oe Therapy			Small Group	3	Weekly	30min.	Therapy Room or		
Spoonstangua	361			(5:1)			20	Classroom		
Occupational Th	herapy	09/07/2016	06/23/2017	Small Group	1	Weekly	30min.	Therapy Room or Classroom		
		00/07/0040	0010010047	(5:1) Small Group	1	Weekly	30min.	Counselor's		
Counseling-Soc	cial Skills Counselin	g 09/07/2016	00/23/2017	Small Group (5:1)	1.	ricemy	- John Mark	Office/Classroom		
Descrit Courses	ion and Training	09/07/2016	06/23/2017		4	Yearly	30min.	Conference Room		
Speech/Langua	ling and Training			Small Group	2	Weekly	30min.	Classroom		
Counseling	age Trictapy			Small Group		Weekly	30min.	Classroom		
Occupational Ti	herapy			Small Group		Weekly	30min.	Therapy Room or Classroom		
Student: 'Roa	rd of Education C	opv'							Grade: 02	
Meeting Date	BOE Date	Committee / F	Reason		Decis	ion				
06/13/2016	07/14/2016	Subcommittee of Annual Review		ucation /	Classif	fied				
Recommende	d Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
-	teaching Services		06/23/2017	7	6	Daily	40min.	Classroom		
Occupational T				7 Small Group	2	Weekly	30min.	Therapy Room or		
Occapational I		0.0000000000000000000000000000000000000		(5:1)				Classroom		
										Pa

S	peech/Language Therapy	09/07/2016	06/23/2017	Small Group	2	Weekly	30min.	Therapy Room or Classroom
s	peech/Language Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom
s	Speech/Language Therapy	07/04/2016	08/12/2016	Individual	2	Weekly	30min.	Classroom

Student: 'Boar	d of Education Co	py'					Grade		
Meeting Date 06/13/2016	BOE Date 07/14/2016	Committee / Reason Subcommittee on Special Education / Program Review			Decis i Classifi		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School		
Recommended	l Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>	
Special Class -	Reading	09/02/2015	06/24/2016	15:1	1	Daily	42min.	Special Classes	
Special Class -	-	09/02/2015	06/24/2016	15:1	1	Daily	42min.	Special Classes	
Special Class -	•	09/02/2015	06/24/2016	15:1	1	Daily	42min.	Classroom	
Special Class -		09/02/2015	06/24/2016	15:1	1	Daily	42min.	Classroom	
Special Class -		09/02/2015	06/24/2016	15:1	1	Daily	42min.	Classroom	
Counseling		09/02/2015	06/24/2016	Individual	1	Weekly	42min.	Counselor's Office	

Student: 'Boar	d of Education Co	ру'						Grade:		
Meeting Date 06/13/2016	6/13/2016 07/14/2016 Subc		Committee / Reason Subcommittee on Special Education / Requested Review			Decision Classified		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School		
Recommended	d Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>		
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Special Class -	•	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Special Class -	•	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Counseling		09/07/2016	06/23/2017	Individual	1	Weekly	30min.	Counselor's Office		

Student: 'Board of Education C	Copy'						Grade: 05
Meeting Date BOE Date 06/14/2016 07/14/2016	Committee / Reason Committee on Special Educal Review	ion / Annual	Decisi Classifi				
Recommended Program/Service Special Class Speech/Language Therapy	9 Start Date End Date 09/07/2016 06/23/2017 09/07/2016 06/23/2017	15:1	Frequency 6 2	Period Daily Weekly	Duration 40min. 30min.	Location Classroom Therapy Room or Classroom	
Student: 'Board of Education (Copy'				EUR IR EM	在《金)的	Grade: 06
Meeting Date BOE Date 06/14/2016 07/14/2016	Committee / Reason Subcommittee on Special Ed Reevaluation/Annual Review		Decisi Classifi				
Recommended Program/Services	<u>Start Date</u> <u>End Date</u> 09/07/2016 06/23/2017		Frequency 1	Period Daily	<u>Duration</u> 42min.	<u>Location</u> Classroom	
(ICT-Science) Integrated Co-teaching Services	09/07/2016 06/23/2017		1	Daily	42min.	Classroom	
(ICT-Social Studies) Integrated Co-teaching Services	09/07/2016 06/23/2017		1	Daily	42min.	Classroom	
(ICT-English) Integrated Co-teaching Services	09/07/2016 06/23/2017		1	Daily	42min.	Classroom	
(ICT-Math) Speech/Language Therapy	09/07/2016 06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom	
Student: 'Board of Education (Copy'						Grade: 06
Meeting Date BOE Date 06/14/2016 07/14/2016	Committee / Reason Committee on Special Educa Review	tion / Annual	Decisi Classifi				
Recommended Program/Service	ce Start Date End Date	Ratio	Frequency	Period	Duration	Location	
Integrated Co-teaching Services (ICT-English)			1	Daily	42min.	Classroom	
Integrated Co-teaching Services (ICT-Math)	09/07/2016 06/23/2017		1	Daily	42min.	Classroom	
Integrated Co-teaching Services (ICT-Science)	09/07/2016 06/23/2017		1	Daily	42min.	Classroom	
Integrated Co-teaching Services (ICT-Social Studies)	09/07/2016 06/23/2017		1	Daily	42min.	Classroom	

Student: 'Boar	d of Education Co	py'		Grade: 05					
Meeting Date 06/14/2016		Committee / R Subcommittee or Requested Revie	n Special Edu	ucation /	Decisi Classifi				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
	eaching Services		06/23/2017		6	Daily	40min.	Classroom	
	ing and Training		06/23/2017		4	Yearly	30min.	Conference Room	
	cial Skills Counseling			Small Group (5:1)	1	Weekly	30min.	Therapy Room	
Occupational Ti	herapy	09/07/2016	06/23/2017		1	Weekly	30min.	Therapy Room or Classroom	

Student: 'Board	d of Education C	opy'			Grade:					
Meeting Date 06/14/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Reevaluation Re	n Special Ed	ucation /	Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Rocky Point Middle School		
		<u>Start Date</u> 09/07/2016	End Date 06/23/2017	<u>Ratio</u> 5:1	Frequency 1	<u>Period</u> Daily	<u>Duration</u> 42min.	<u>Location</u> Classroom		

06/17/2016, 9:06 am

Student: 'Board	d of Education Co	ру'						Grade	
Meeting Date 06/14/2016			cation /	Decisi Classifi		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point I School			
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>	
Integrated Co-ter (ICT-English)	aching Services	09/02/2015	06/24/2016		1	Daily	42min.	Classroom	
Integrated Co-ter (ICT-Math)	aching Services	09/02/2015	06/24/2016		1	Daily	42min.	Classroom	
Integrated Co-ter (ICT-Science)	aching Services	09/02/2015	06/24/2016		1	Daily	42min.	Classroom	
Integrated Co-te	•	09/02/2015	06/24/2016		1	Daily	42min.	Classroom	
Speech/Languag	ge Therapy	09/02/2015	06/24/2016	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom	

Student: 'Board of	Education Co	py'							Grade: 06
			eason pecial Educat	ion / Annual	Decision Classified				
Recommended Pro	gram/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Integrated Co-teachi (ICT-English)			06/23/2017		1	Daily	42min.	Classroom	
Integrated Co-teachi (ICT-Math)	ng Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom	
Integrated Co-teachi (ICT-Science)	ng Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom	
Integrated Co-teachi (ICT-Social Studies)	-	09/07/2016	06/23/2017		1	Daily	42min.	Classroom	
Parent Counseling a		09/07/2016	06/23/2017	Individual	4	Yearly	30min.	Conference Room	
Counseling-Social Si		09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom	
Occupational Therap	y	09/07/2016	06/23/2017		2	Weekly	42min.	Therapy Room or Classroom	

Student: 'Board	of Education Co	ppy'							Grade:	04
Meeting Date 06/16/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Eligibility Determ	ecial Educal		Decisi Classifi					
Recommended Integrated Co-tea Speech/Languag	•	09/07/2016		Ratio Small Group	Frequency 6 2	<u>Period</u> Daily Weekly	<u>Duration</u> 40min. 30min.	<u>Location</u> Classroom Therapy Room or Classroom		

Student: 'Board	d of Education Co	ppy'							Grade:	06
Meeting Date 06/16/2016	BOE Date 07/14/2016	Committee / R Subcommittee or Annual Review		ucation /	Decisi Classifi					
Recommended Speech/Langua	Program/Service ge Therapy		End Date 06/23/2017	Ratio Small Group (5:1)	Frequency 2	<u>Period</u> Weekly	<u>Duration</u> 42min.	<u>Location</u> Therapy Room or Classroom		

Student: Boar	d of Education Co	ру	ALC: N				SECULIAR SECTION		Grade: 05	and the best of
Meeting Date 06/17/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Requested Revis	pecial Educat	ion /	Decisi Classifi					
	Program/Service			100	Frequency	Period	Duration	Location		
Integrated Co-te	eaching Services	09/07/2016			6	Daily	40min.	Classroom		
Speech/Langua	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom		

Student: 'Board	d of Education Co	ppy'			Grade:			
Meeting Date 06/17/2016	•		ucation /	Decis i Classifi		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School		
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Resource Room	Program	09/07/2016	06/23/2017	5:1	1	Daily	42min.	Classroom
Integrated Co-te (ICT-Social Stud	•	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Integrated Co-ter (ICT-English)	aching Services	09/07/2016	06/23/2017		1	Daily	42min.	Classroom
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Individual	1	Weekly	42min.	Therapy Room or Classroom

Student: 'Boar	d of Education Co	py'						Grade:	
Meeting Date 06/20/2016			Committee / Reason Subcommittee on Special Education / Program Review			on ed	Placement Recommendation / School Home Public School District(HPSD) / Rocky Point N School		
Recommended	l Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>	
Special Class - I	English	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Special Class - I	Math	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Special Class -	Science	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Special Class -	Social Studies	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Special Class -		09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom	
Speech/Langua	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom	
Occupational Th	nerapy	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	42min.	Therapy Room or Classroom	
Counseling-Soc	ial Skills Training	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	42min.	Counselor's Office/Classroom	
Counseling - So	cial Worker	09/07/2016	06/23/2017		1	Weekly	42min.	Counselor's Office	
Aide		09/07/2016	06/23/2017	1:1	8	Daily	42 minutes	Throughout the School Day	

Student: 'Board	d of Education Co	ру'							Grade:	03
Meeting Date 06/21/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Review		ion / Annual	Decis i Classifi					
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>		
Resource Room	Program	09/07/2016	06/23/2017	5:1	1	Daily	40min.	Classroom		
Occupational Th	erapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom		
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	3	Weekly	30min.	Therapy Room or Classroom		

Student: 'Board	d of Education Co	opy'			Grade					
Meeting Date 06/22/2016	6/22/2016 07/14/2016 Subcomm Reevalua			ucation /	Decis i Classifi		Placement Recommendation / School Home Public School District(HPSD) / Rocky Point High School			
Recommended	Program/Service	Start Date	End Date	Ratio	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	<u>Location</u>		
Special Class - E	English	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Special Class - S	Social Studies	09/07/2016	06/23/2017	15:1	1	Daily	42min.	Classroom		
Speech/Languaç	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	42min.	Therapy Room or Classroom		

Student: 'Board	d of Education C	opy'						Grade:		
Meeting Date 06/23/2016	BOE Date 07/14/2016	Committee / R Subcommittee of Annual Review		ucation /	Decis i Classifi		Placement Recommendation / School Approved Private School - Residential(APS-R) / Riverview School			
Recommended Special Class	Program/Service	Start Date 07/10/2015	End Date 08/12/2015	<u>Ratio</u> 8:1	Frequency 1	<u>Period</u> Daily	<u>Duration</u> 6hr.	<u>Location</u> Special Location		

06/28/2016, 9:59 am

Student: 'Board of Education Co	opy'							Grade: Ungra	ded
Meeting Date BOE Date 06/27/2016 07/14/2016	Committee / R Subcommittee or Amendment		ucation /	Decisi Classifi					
Recommended Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Special Class	09/07/2016	06/23/2017	12:1+1	6	Daily	40min.	Classroom		
Special Class	07/04/2016	08/12/2016	12:1+1	5	Weekly	5hr.	Classroom		
Speech/Language Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom		
Speech/Language Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom		
Parent Counseling and Training	09/07/2016	06/23/2017	Individual	4	Yearly	30min.	Conference Room		
Physical Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom		
Occupational Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom		
Occupational Therapy	07/04/2016	08/12/2016	Small Group	1	Weekly	30min.	Therapy Room or Classroom		
Physical Therapy	07/04/2016	08/12/2016	Small Group	1	Weekly	30min.	Therapy Room or Classroom		
Speech/Language Therapy	07/04/2016	08/12/2016	Small Group	2	Weekly	30min.	Classroom		
Counseling-Social Skills Counselin	g 07/04/2016	08/12/2016	Small Group	2	Weekly	30min.	Classroom		
Aide	07/04/2016	06/23/2017	1:1	8	Daily	40 minutes	Classroom/Therapy Room.		
Student: 'Board of Education Co	opy'							Grade: 12	
Meeting Date BOE Date 6/16/2016 07/14/2016	Committee / R Subcommittee o Amendment		ucation /	Decis i Classif					
Recommended Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location		
Integrated Co-teaching Services (ICT-English)		06/23/2017		1	Daily	42min.	Classroom		
Integrated Co-teaching Services (ICT-Social Studies)	09/07/2016	06/23/2017	6.5	1	Daily	42min.	Classroom		
Student: 'Board of Education C	opy'							Grade: 01	
	Committee / R			Decis					
Meeting Date BOE Date				Classif	hai				
Meeting Date BOE Date 06/24/2016 07/14/2016	Committee on S Amendment - Ag			UldsSii	icu				

Special Class	09/07/2016	06/23/2017	8:1+1	5	Weekly	3hr.	Classroom
Special Class	09/07/2016	06/23/2017	12:1+1	5	Weekly	3hr.	Classroom
Special Class	07/04/2016	08/12/2016	12:1+1	5	Weekly	5hr.	Classroom
Speech/Language Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom
Speech/Language Therapy	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom
Counseling-Social Skills Counseling	09/07/2016	06/23/2017		1	Weekly	30min.	Therapy Room or Classroom
Occupational Therapy	09/07/2016	06/23/2017	Individual	1	Weekly	30min.	Therapy Room or Classroom
Occupational Therapy	09/07/2016	06/23/2017	Small Group (5:1)	1	Weekly	30min.	Therapy Room or Classroom
Speech/Language Therapy	07/04/2016	08/12/2016	Small Group (5:1)	2	Weekly	30min.	Therapy Room
Counseling	07/04/2016	08/12/2016		2	Weekly	30min.	Therapy Room or Classroom
Occupational Therapy	07/04/2016	08/12/2016	Small Group (5:1)	1	Weekly	30min.	Therapy Room
Aide	07/04/2016	06/23/2017		1	Daily	5 hours	School

Meeting Date BOE Date	Committee / Re	ason		Decisi	ion			
05/20/2016 07/14/2016	Subcommittee on Amendment	Special Edu	cation /	Classif	ied			
Recommended Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Special Class	09/07/2016	06/23/2017	8:1+1	5	Weekly	5hr.	Classroom	
Special Class	07/04/2016	08/12/2016	8:1+1	5	Weekly	5hr.	Classroom	
Physical Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room	
Parent Counseling and Training	09/07/2016	06/23/2017	Individual	2	Weekly	1hr.	Home	
Occupational Therapy	09/07/2016	06/23/2017	Individual	3	Weekly	30min.	Therapy Room	
Speech/Language Therapy	09/07/2016	06/23/2017	Individual	5	Weekly	30min.	Therapy Room or Classroom	
Speech/Language Therapy	07/04/2016	08/12/2016	Individual	5	Weekly	30min.	Therapy Room	
Occupational Therapy	07/04/2016	08/12/2016	Individual	2	Weekly	30min.	Therapy Room	
Physical Therapy	07/04/2016	08/12/2016	Individual	2	Weekly	30min.	Therapy Room	
Parent Counseling and Training	07/04/2016	08/12/2016	Individual	2	Weekly	1hr.	Home	
Aide	07/04/2016	06/23/2017	1:1	5	Weekly	6 hours	Classroom, Specials	

Student: 'Board	d of Education (Copy'		Grade: 10	
Meeting Date 06/22/2016	BOE Date 07/14/2016	Committee / Reason Subcommittee on Special Education / Amendment	Decision Classified		

Recommended Program/Service	Start Date	End Date	Ratio	Frequency	Period	<u>Duration</u>	Location
Special Class (Islip Academic Center)	09/07/2016	06/23/2017	8:1+1	5	Weekly	3hr. 30min.	Across All Educational
Special Class (Islip Career Center)	09/07/2016	06/23/2017	8:1+1	5	Weekly	2hr. 30min.	Settings Special Career Education Program
Special Class	07/04/2016	08/12/2016	8:1:1	5	Weekly	3hr.	Classroom
Skilled Nursing Services	09/07/2016	06/23/2017	Individual	1	Daily	10min.	Nurse's Office
Psychological Counseling	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Counselor's Office and other therapeutic settings
Psychological Counseling Services	09/07/2016	06/23/2017	Small Group	1	Weekly	30min.	Counselor's Office and other therapeutic settings
Counseling	07/04/2016	08/12/2016	Individual	1	Weekly	30min.	Counselor's Office/Classroom
Aide Shared 4:1	09/07/2016	06/23/2017		5	Weekly	3 hours 30 minutes	Across All Educational Settings

Interoffice Memorandum

TO: Dr. Michael Ring, Superintendent

FROM: Andrea Moscatiello, Director of Special Education

DATE: 7/14/2016

RE: Board Action Sheets

Below please find the schedule to be approved at the 7/14/2016 Board of Education meeting:

SCH	SCHEDULE- B 7/14/2016							
Date	Location							
4/14/2016	CPSE Committee							
5/9/2016	CPSE Committee							
5/10/2016	CPSE Committee							
5/12/2016	CPSE Committee							
5/12/2016	CPSE to CSE Committee							
5/17/2016	CPSE Committee							
5/20/2016	CPSE Committee							
5/20/2016	CPSE to CSE Committee							
5/23/2016	CPSE Committee							
6/3/2016	CPSE Committee							
6/7/2016	CPSE Committee							

Dr. Michael Ring-Board Action Sheets-DD/kao

Student: 'Board of Education Cop				AltID#:			Grade: Prèschool
05/17/2016 07/14/2016	Committee / Re Committee on Pro Annual Review		cial Education	Decis Declas			Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Program/Service		End Date	Ratio	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Speech/Language Therapy	02/01/2015	06/24/2016	Individual	2	Weekly	30min.	Home Based
Student: 'Board of Education Cop	oy'		W. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.	AltID#: 619	40		Grade: Preschool
	Committee / Re			Decisi			Placement Recommendation / School
	Committee on Pre Annual Review	eschool Spe	cial Education <i>i</i>	Declas	sified		Approved Preschool Special Education Program(APSEP) New Interdisciplinary School
Recommended Program/Service		End Date		Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class	09/08/2015			5	Weekly	2hr. 30min.	Classroom
Special Class in an Integrated Setting	•			5	Weekly	2hr. 30min.	Classroom
Occupational Therapy	09/08/2015	06/24/2016	Individual	2	Weekly	30min.	Therapy Room or Classroom
Counseling - Psychological	09/08/2015	06/24/2016	Individua!	1	Weekly	30min.	Classroom
Counseling - Psychological	09/08/2015	06/24/2016	Individual	1	Weekly	30min.	Therapy Room
Physical Therapy	09/08/2015	06/24/2016	Individual	2	Weekly	30min.	Therapy Room or Classroom
Parent Counseling and Training	09/08/2015	06/24/2016	Individual	1	Monthly	1hr.	School
Occupational Therapy	07/06/2015	08/14/2015	Individual	1	Weekly	30min.	Therapy Room or Classroom
Counseling - Psychological	07/06/2015	08/14/2015	Individual	1	Weekly	30min.	Classroom
Counseling - Psychological	07/06/2015	08/14/2015	Individual	1	Weekly	30min.	Therapy Room
Physical Therapy	07/06/2015	08/14/2015	Individual	2	Weekly	30min.	Therapy Room or
					······································		Classroom
Student: 'Board of Education Cop	y			Á			Grade: Preschool
• • • • • • • • • • • • • • • • • • • •	Committee / Re			Decisi			Placement Recommendation / School
	Committee on Pre Annual Review	eschool Spec	cial Education /	Declass	sified		Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Occupational Therapy	01/19/2016	06/24/2016	Individual	3	Weekly	30min.	Therapy Room or
					•		Classroom
Occupational Therapy	03/17/2016	06/24/2016	Individual	15	Yearly	30min.	Therapy Room
Student: Board of Education Cop	χ ^j			AltID#: 617	24		Grades ≩Preschool
Meeting Date BOE Date (Committee / Re	ason		Decisi	on		Placement Recommendation / School

05/09/2016 07/14/20	16 Committee on F Annual Review	Preschool Spe	cial Education	n / Decla	ssified		Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Program/S	ervice Start Date	End Date	Ratio	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Speech/Language Therapy	09/02/2015	06/24/2016	Individual	2	Weekly	30min.	Home/Community
Physical Therapy	09/02/2015	06/24/2016	Individual	2	Weekly	30min.	Therapy Room
Student: 'Board of Educat	ion Copy'				in the second second		Grade: Preschool
Meeting Date BOE Da 05/17/2016 07/14/20		reschool Spe	cial Education	Decis 1 / Declar			Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Program/S	ervice Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>
Speech/Language Therapy	05/17/2016	06/24/2016	Individual	2	Weekly	30min.	Home/Community
Speech/Language Therapy	07/06/2015	08/14/2015	Individual	2	Weekly	30min.	Home
Student: 'Board of Educat	ion Copy!				AND THE RESERVE OF THE PERSON		Grade: Preschool
Meeting Date BOE Da 05/10/2016 07/14/20			cial Education	Decis / Declas			Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Program/S	ervice Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Education Itinerant 1 Services	eacher 09/02/2015	06/24/2016	1:1	3	Weekly	1hr.	Classroom
Special Education Itinerant 3 Services	eacher 07/06/2015	08/14/2015	1:1	2	Weekly	1hr.	Classroom
Student: 'Board of Educat	ion Copy ¹						Grade: Preschool
Weeting Date BOE Da	te Committee / F	Reason		Decis	ion		Placement Recommendation / School
95/10/2016 07/14/20	16 Committee on P Annual Review	reschool Spe	cial Education	/ Declas	ssified		Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Program/S	ervice Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	Location
Speech/Language Therapy	09/02/2015	06/24/2016	Individual	2	Weekly	30min.	Home/School
Student: 'Board of Educal	on Copy	ericker Soveren			B ₁ 2135		Grade: Preschool
leeting Date BOE Da	te Committee / F	Reason		Decis			Placement Recommendation / School
05/17/2016 07/14/20	16 Committee on P Annual Review	reschool Spe	cial Education	/ Declas	ssified		Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Program/S	ervice Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Speech/Language Therapy		06/24/2016		3	Weekly	30min.	Preschool
Occupational Therapy		06/24/2016		1	Weekly	30min.	Preschool
Speech/Language Therapy	07/06/2015	08/14/2015	Individual	2	Weekly	30min.	Preschool

Student: 'Board	of Education C	opy'			**************************************		Grade: Preschool	
Meeting Date 05/12/2016	BOE Date 07/14/2016	Committee / R Committee on Pr Annual Review		cial Education	Decision / Declass			Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended Occupational The	Program/Service erapy	Start Date 12/14/2015	End Date 06/24/2016	<u>Ratio</u> Individual	Frequency 2	<u>Period</u> Weekly	<u>Duration</u> 30min.	<u>Location</u> Preschool

Student: 'Board	of Education Co	ipy'			en en en en en en en en en en en en en e			Grade: Preschool
Meeting Date 04/14/2016	BOE Date 07/14/2016	Committee / R Committee on P Annual Review		cial Education		ision sified Preschool		Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended F Speech/Language		Start Date 09/07/2016	End Date 06/23/2017	Ratio Individual	Frequency 1	Period Weekly	<u>Duration</u> 30min.	Location Home/Community
Student: 'Board	of Education Co	py ^t			AltID#:			Grade: Preschool
Meeting Date 06/07/2016	BOE Date 07/14/2016	Committee / R Committee on P Annual Review		cial Education		ision sified Preschool		Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended F Speech/Language		· · · · · · · · · · · · · · · · · · ·	End Date 06/23/2017	<u>Ratio</u> Individual	Frequency 3	<u>Period</u> Weekly	<u>Duration</u> 30min.	<u>Location</u> Home/Community
Student: 'Board	of Education Co	py'	*					Grade: Preschool
Meeting Date 05/09/2016	BOE Date 07/14/2016	Committee / R Committee on P Annual Review		cial Education		ision sified Preschool		Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended F Speech/Language		Start Date 09/07/2016	End Date 06/23/2017	<u>Ratio</u> Individual	Frequency 2	<u>Period</u> Weekly	<u>Duration</u> 30min.	<u>Location</u> Home
Student: 'Board	of Education Co	py'						Grade: Preschool
Meeting Date 05/12/2016	BOE Date 07/14/2016	Committee / R Committee on Pa Annual Review		cial Education		ision sified Preschool		Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended F Speech/Language		<u>Start Date</u> 09/07/2016	End Date 06/23/2017	<u>Ratio</u> Individual	Frequency 2	Period Weekly	<u>Duration</u> 30min.	<u>Location</u> Home
Student: 'Board	of Education Co	ipy'						Grade: Preschool
Meeting Date 04/14/2016	BOE Date 07/14/2016	Committee / R Committee on P Annual Review		cial Education		ision sified Preschool		Placement Recommendation / School Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only
Recommended F	Program/Service Therapy	Start Date 09/07/2016	End Date 06/23/2017	Ratio Individual	Frequency 3	Period Weekly	<u>Duration</u> 30min.	<u>Location</u> Home/Community

Meeting Date 06/07/2016	BOE Date 07/14/2016	Committee / R Committee on P Annual Review		cial Education	Decis / Classif	ion fied Preschool			ecommendation / School rant Services Only(PISO) / Preschool ses Only
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Speech/Langua	ge Therapy	09/07/2016	06/23/2017	Individual	3	Weekly	30min.	Home/Community	
Student: 'Board	d of Education Co	ppy'			AltID#:				Grade: Preschool
Meeting Date 06/03/2016	BOE Date 07/14/2016	Committee / R Committee on P Initial Eligibility D	reschool Spe		Decis / Classif	ion ied Preschool			ecommendation / School chool Special Education Program(APSEP) /
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Special Class in	an Integrated Setti	ng 09/07/2016	06/23/2017	18:2:1	5	Weekly	2hr. 30min.	Classroom	
Speech/Langua	ge Therapy	09/07/2016	06/23/2017	Individual	3	Weekly	30min.	Therapy Room or Classroom	
Occupational Th	пегару	09/07/2016	06/23/2017	Individual	1	Weekly	30min.	Therapy Room or Classroom	
Student: 'Board	d of Education Co	py'				1			Grade: Preschool
Meeting Date 05/12/2016	BOE Date 07/14/2016	Committee / R Committee on Pr Annual Review		cial Education	Decisi / Classifi	on ed Preschool			ecommendation / School rant Services Only(PISO) / Preschool es Only
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	Duration	Location	
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Individual	2	Weekly	30min.	Therapy Room or Classroom	

				~				
	JI .							Grade: Kdg.
0.00te	T11 / e (T/1 0 2016	Committee / R Consultate on Sp Requested Review	pecial Educa:		Debis Classif I			Placement Recommendation / School Home Public School District(HPSD) / Frank J. Carasi Elem.
<u>Proommended</u>	Tragram/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Small Group	2	Weekly	30min.	Therapy Room or
On a sale (I an avec	a Tharas	00/07/0046	00/00/0047	(5:1)	4	Maalık	20	Classroom
Speech/Languag	је глегару	09/07/2010	06/23/2017	individual	1	Weekly	30min.	Therapy Room or Classroom
Student: 'Board	d of Education Co	opy!						Grade; Kdg.
Meeting Date 05/20/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Requested Review	pecial Educat		Decis i Classifi			Placement Recommendation / School Home Public School District(HPSD) / Frank J. Carasi Elem.
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom
Student: 'Board	of Education Co	opy'						Grade: Kdg.
Meeting Date 05/12/2016	BOE Date 07/14/2016	Committee / R Committee on Sp Requested Review	pecial Educat		Decisi Classifi			Placement Recommendation / School Home Public School District(HPSD) / Frank J. Carasi Elem.
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	Duration	<u>Location</u>
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom
Student: 'Board	d of Education Co	opy!						Grade: Kdg.
Meeting Date	BOE Date	Committee / R			Decisi			Placement Recommendation / School
05/10/2016	07/14/2016	Committee on Sp Requested Review			Classifi I	ed		Home Public School District(HPSD) / Frank J. Carasil Elem.
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Speech/Languag	ge Therapy	09/07/2016	06/23/2017	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom

ROCKY POINT SCHOOL DISTRICT

2017-2018 DRAFT BUDGET DEVELOPMENT CALENDAR

DATE	(S)	ACTION
10/14/2016	Friday	Preliminary Budget Meeting all Administrators/ Distribution of all Budget Materials
10/17/2016 - 10/21/2016	Various	Review of Budgets with Principals and Directors
11/10/2016	Thursday	Return Budget Request forms to the Business Office
12/16/2016	Friday	Submission of Completed Draft Budget to the Superintendent
12/23/2016	Friday	Submission of Draft Budget to the Board of Education by the Superintendent
1/09/2017	Monday - 6:00 PM	Budget Workshop
2/06/2017	Monday - 6:00 PM	Budget Workshop
3/1/2017	Wednesday	Submission of the Property Tax Cap Worksheet
3/1/2017	Wednesday	Board of Education Candidate Petitions Available for Pick-Up
3/20/2017	Monday	Board Meeting and Budget Overview
4/17/2017	Monday – 5:00 PM	Deadline for Submission of Petitions for Board of Education Candidates
4/19/2017	Wednesday	Adoption of the 2017-2018 Budget, BOE Meeting (Property Tax Report Card must be approved by the Board)
4/19/2017	Wednesday	Application for Absentee Ballots Available for Pick Up at the Office of the District Clerk
4/20/2017	Thursday	Submission and Publication of the Property Tax Report Card
4/21/2017	Friday	Finalize the Budget Brochure
4/25/2017	Tuesday	Budget and Required Attachments Must be Made Available Upon Request at Each School Building.
4/25/2017	Tuesday	Salary Disclosure Notice Submission to State
5/2/2017	Tuesday – 7:00 PM	Public Hearing on the School Budget
5/3/2017	Wednesday	Mail School Budget Notice to all Qualified Voters
5/9/2017	Tuesday	Special Voter Registration Day 9 AM to 9 PM at the High School
5/9/2017	Tuesday	Deadline to Receive an Absentee Ballot Application by Mail
5/11/2017	Thursday	Last Day Qualified Voters May Register with the District
5/16/2017	Tuesday	School Budget Vote and Annual Election

Budget Calendar adopted by the Audit Committee on 5/17/2016

Budget Calendar adopted by the Board of Education on _____

Annual Professional Performance Review - Education Law §3012-d

Task 1. School District Information - Tasks 1.1, 1.2

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Task 1) Disclaimers

For guidance related to Annual Professional Performance Review plans, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

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The Department will review the contents of each school district's/BOCES' Annual Professional Performance Review (APPR) plan as submitted using this online form, including required attachments, to determine if the plan rigorously complies with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents. Department approval does not imply endorsement of specific educational approaches in a district's/BOCES' plan.

The Department reserves the right to request further information from a district/BOCES to monitor compliance with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents. As such, each district/BOCES is required to keep detailed records on file for each section of the currently implemented APPR plan. Such detailed records must be provided to the Department upon request. The Department reserves the right to disapprove or require modification of a district's/BOCES' plan that does not rigorously adhere to the requirements of Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.

The Department will not review any attachments other than those required in the online form. Any additional attachments supplied by the school district/BOCES are for informational purposes only for the teachers and principals reviewed under this APPR plan. Statements and/or materials in such additional attachments have not been approved and/or endorsed by the Department. However, the Department considers void any other signed agreements between and among parties in any form that prevent, conflict, or interfere with full implementation of the APPR plan approved by the Department. The Department also reserves the right to request further information from the school district/BOCES, as necessary, as part of its review of this plan.

If the Department reasonably believes through investigation, or otherwise, that statements made in this APPR plan are not true or accurate, it reserves the right to reject this plan at any time and/or to request additional information to determine the truth and/or accuracy of such statements.

1.1) Assurances

Please check all of the boxes below

- Assure that the content of this form represents the district's/BOCES' entire APPR plan and that the APPR plan is in compliance with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.
- Assure that a detailed version of the district's/BOCES' entire APPR plan is kept on file and that a copy of such plan will be provided to the Department upon request for review of compliance with Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents.
- Assure that this APPR plan will be posted on the district/BOCES website no later than September 10th of each school year, or within 10 days after the plan's approval by the Commissioner, whichever shall later occur.
- 🗵 Assure that it is understood that this district's/BOCES' APPR plan will be posted in its entirety on the NYSED website following approval

1.2) Submission Status

Is this a first-time submission under Education Law §3012-d or the submission of material changes to an APPR plan approved pursuant to Education Law §3012-d?

First-time submission under Education Law §3012-d

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Annual Professional Performance Review - Education Law §3012-d

Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.1 (Assurances), 2.2 (4-8 ELA/Math)

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Task 2) Original Required Student Performance Subcomponent

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

100% of the Student Performance category if only the Required subcomponent is used or at least 50% when used with the Optional subcomponent.

- (A) For a teacher whose course ends in a State-created or administered test for which there is a State-provided growth model and at least 50% of a teacher's students are covered under the State-provided growth measure, such teacher shall have a State-provided growth score based on such model.
- (B) For a teacher whose course does not end in a State-created or administered test or where less than 50% of the teacher's students are covered by a State-provided growth measure, such teacher shall have a Student Learning Objective (SLO) developed and approved by his/her superintendent or another trained administrator, using a form prescribed by the Commissioner, consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any teacher whose course ends in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.

2.1) Assurances

Please note: NYS Grades 3-8 ELA/Math Assessments and State-provided growth scores cannot be used for the purposes of providing transition scores and ratings during the 2015-16 through 2018-19 school years, and should be used for advisory purposes only until the 2019-20 school year. Alternate SLOs to be used during the 2016-17 through 2018-19 transition period should be entered in Task 2 (Transition).

Please check the boxes below.

- Assure that the growth score provided by NYSED will be used, where required.
- Assure that, starting in the 2019-20 school year, back-up SLOs will be set by the superintendent or another trained administrator for all 4-8 ELA and Math teachers in the event that a State-provided growth score cannot be generated for that teacher.
- For the 2019-20 school year and thereafter, for any grade/subject that requires a back-up SLO, but for which there are not enough students, not enough scores, or data issues that prevent a teacher-specific SLO from being created, the superintendent or another trained administrator shall develop a school-wide back-up SLO using available State/Regents assessments.
- Assure that, during the 2015-16 through 2018-19 school years, the results of the NYS Grades 3-8 ELA/Math assessments and State-provided growth scores will continue to be used to calculate an original score and rating for advisory purposes only.

2.2) Grades 4-8 ELA and Math: Assessments (Original)

STATE-PROVIDED MEASURES OF STUDENT GROWTH

For teachers in grades 4 - 8 Common Branch, ELA, and Math, NYSED will provide a growth score and rating. That rating will incorporate students' academic history compared to similarly academically achieving students and takes into consideration students with disabilities, English language learners, students in poverty, and, in the future, any other student-, classroom-, and school-level characteristics approved by the Board of Regents. While most teachers of 4-8 Common Branch, ELA and Math will have State-provided scores and ratings, some may teach other courses where there is no State-provided growth measure. Teachers with 50 – 100% of students covered by State-provided growth measures will receive a growth score and rating from the State for the full Student Performance category of their evaluation. Teachers with 0 – 49% of students covered by State-provided growth measures must have SLOs for the Student Performance category of their evaluation and one SLO must use the State-provided measure if applicable for any courses. (See APPR Guidance and SLO Guidance for more detail on teachers with State-provided growth measures and SLOs.)

For the 2019-20 school year and thereafter, for those teachers who would typically receive a State-provided growth score, the district/BOCES must also include a back-up SLO in the event that there are not enough students, not enough scores, or data issues that prevent a State-provided growth score from being calculated for that teacher.

Using the drop-down boxes below, please select the assessment(s) that will be used for the back-up SLOs for the grade/subject listed beginning in the 2019-20 school year.

	Grade 4 ELA	Grade 4 Math
State Assessment	Grade 4 ELA	Grade 4 Math

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Annual Professional Performance Review - Education Law §3012-d

Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.1 (Assurances), 2.2 (4-8 ELA/Math)

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	Grade 5 ELA	Grade 5 Math
State Assessment	Grade 5 ELA	Grade 5 Math
	Grade 6 ELA	Grade 6 Math
State Assessment	Grade 6 ELA	Grade 6 Math
	Grade 7 ELA	Grade 7 Math
State or Regents Assessment(s)	Grade 7 ELA	Grade 7 Math
		<u> </u>
	Grade 8 ELA	Grade 8 Math
State or Regents Assessment(s)	Grade 8 ELA	Grade 8 Math and Common Core Algebra

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.3 (3 ELA/Math), 2.4 (4/8 SCI)

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2.3) Grade 3 ELA and Math: Assessments (Original)

STUDENT LEARNING OBJECTIVES: Courses Ending with State Assessments or Regents Exams

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs are the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

For grade 3 ELA and math; grades 4 and 8 science; high school math, science, and social studies courses associated with Regents exams or, in the future, with other State assessments, the following must be used as the evidence of student learning within the SLO for students taking such assessments:

• State assessments (or Regents or Regent equivalents), required if one exists

Using the drop-down boxes below, please select the assessment that will be used for the SLOs for the grade/subject listed.

	Grade 3 ELA	Grade 3 Math
State Assessment	Grade 3 ELA	Grade 3 Math

2.4) Grades 4 and 8 Science: Assessments (Original)

STUDENT LEARNING OBJECTIVES: Courses Ending with State Assessments or Regents Exams

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs are the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

For grade 3 ELA and math; grades 4 and 8 science; high school math, science, and social studies courses associated with Regents exams or, in the future, with other State assessments, the following must be used as the evidence of student learning within the SLO for students taking such assessments:

• State assessments (or Regents or Regent equivalents), required if one exists

Using the drop-down boxes below, please select the assessment(s) that will be used for the SLOs for the grade/subject listed.

	Grade 4 Science	Grade 8 Science
State or Regents Assessment(s)	Grade 4 Science	Grade 8 Science and Living Environment

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ROCKY POINT UFSD

Annual Professional Performance Review - Education Law §3012-d

Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.5, 2.6 (High School Courses)

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2.5) High School Courses Ending in a Regents Exam: Assessments (Original)

Note: Additional high school courses may be included in the "All Other Courses" section of this form (Task 2.10).

STUDENT LEARNING OBJECTIVES: Courses Ending with State Assessments or Regents Exams

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs are the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

For grade 3 ELA and math; grades 4 and 8 science; high school math, science, and social studies associated with Regents exams or, in the future, with other State assessments, the following must be used as the evidence of student learning within the SLO for students taking such assessments:

• State assessments (or Regents or Regent equivalents), required if one exists

Using the drop-down boxes below, please select the assessment(s) that will be used for the SLOs for the grade/subject listed.

	Global 2	US History
Regents Assessment	Global 2	US History

	Living Environment	Earth Science	Chemistry	Physics
Regents Assessment	Living Environment	Earth Science	Chemistry	Physics

	Algebra I	Geometry	Algebra II/Trigonometry				
Regents Assessment(s)	Common Core Algebra	Common Core Geometry	Common Core Algebra II and				
		and Geometry	Algebra II/Trigonometry				

2.6) High School English Language Arts Courses: Measures and Assessments (Original)

Note: Additional high school English Language Arts courses may be included in the "All Other Courses" section of this form (Task 2.10).

STUDENT LEARNING OBJECTIVES: High School English Language Arts

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

For high school English Language Arts, the following must be used as the evidence of student learning within the SLO:

· State assessments (or Regents or Regent equivalents), required in at least one year of high school English Language Arts

For grade levels where the Regents exam is not used:

- · District-determined assessments from list of State-approved 3rd party assessments; or
- State-approved district, regionally or BOCES-developed course-specific assessments; or
- · School- or program-wide, group, team, or linked results; or
- · District- or BOCES-wide results

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.5, 2.6 (High School Courses)

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Using the table below, please select the measure and assessment(s) that will be used for SLOs for the grade/subject listed.

	Measure	State or Regents Assessment(s)	Locally-Developed Course- Specific Assessment(s)	Third Party Assessment(s)
9 ELA	School- or program- wide group, team or linked results	☑ Common Core English		
10 ELA	School- or program- wide group, team or linked results	☑ Common Core English		
11 ELA	Teacher-specific results	☑ Common Core English		
12 ELA	School- or program- wide group, team or linked results	☑ Common Core English		

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Task 2. Original Student Performance - Required (Teachers) - Original Task 2.7 (K-2 ELA/Math)

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2.7) Grades K-2 ELA and Math: Measures and Assessments (Original)

STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

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For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:

- · District-determined assessments from list of State-approved 3rd party assessments; or
- · State-approved district, regionally or BOCES-developed course-specific assessments; or
- · School- or program-wide, group, team, or linked results; or
- · District- or BOCES-wide results

Using the table below, please select the measure and assessment(s) that will be used for SLOs for the grade/subject listed.

	Measure	State or Regents Assessment(s)	Locally-Developed Course- Specific Assessment(s)	Third Party Assessment(s)
K ELA	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
K Math	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
1 ELA	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
1 Math	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
2 ELA	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
2 Math	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.8 (6-8 SCI/SS) 2.9 (Global 1)

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2.8) Grades 6-7 Science and Grades 6-8 Social Studies: Measures and Assessments (Original)

STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:

- District-determined assessments from list of State-approved 3rd party assessments; or
- · State-approved district, regionally or BOCES-developed course-specific assessments; or
- · School- or program-wide, group, team, or linked results; or
- · District- or BOCES-wide results

Using the table below, please select the measure and assessment(s) that will be used for SLOs for the grade/subject listed.

	Measure	State or Regents Assessment(s)	Locally-Developed Course-Specific Assessment(s)	Third Party Assessment(s)
6 Science	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
7 Science	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
6 Social Studies	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
7 Social Studies	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		
8 Social Studies	School- or program- wide group, team or linked results	✓ A building-wide State- provided growth score		

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.8 (6-8 SCI/SS) 2.9 (Global 1)

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2.9) Regents Global Studies 1: Measure and Assessment(s) (Original)

Note: Additional high school social studies courses may be included in the "All Other Courses" section of this form (Task 2.10).

STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:

- · District-determined assessments from list of State-approved 3rd party assessments; or
- · State-approved district, regionally or BOCES-developed course-specific assessments; or
- · School- or program-wide, group, team, or linked results; or
- · District- or BOCES-wide results

Using the table below, please select the measure and assessment(s) that will be used for SLOs for Global Studies 1.

	Measure	State or Regents Assessment(s)	'	Third Party Assessment(s)
Global 1	School- or program- wide group, team or linked results	✓ US History		

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.10 (Other Courses), 2.11-2.14

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2.10) All Other Courses (Original)

STUDENT LEARNING OBJECTIVES: Courses without State Assessments or Regents Exams

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs shall be used for the required student performance measure for teachers who do not receive a State-provided growth score. (Please note that for teachers with more than one grade and subject, SLOs must cover the courses taught with the largest number of students, combining sections with common assessments, until a majority of students are covered.)

For other grades/subjects: district-determined assessments from options below may be used as evidence of student learning within the SLO:

- · District-determined assessments from list of State-approved 3rd party assessments; or
- · State-approved district, regionally or BOCES-developed course-specific assessments; or
- · School- or program-wide, group, team, or linked results; or
- · District- or BOCES-wide results

Fill in the following, as applicable, for all other teachers in additional grades/subjects that have SLOs (you may combine into one course listing any groups of teachers for whom the measure and assessment(s) are the same including, for example, "All courses not named above"):

- Column 1: lowest grade that corresponds to the course
- · Column 2: highest grade that corresponds to the course
- Column 3: subject of the course
- · Column 4: measure used
- Columns 5-6: assessment(s) used

Follow the examples below to list other courses.

	(1) lowest grade	(2) highest grade	(3) subject	(4) measure	(5-6) assessment(s)	
All Other Courses	K	12	All courses not named above	District- or BOCES-wide results	Common Core English, Common Core Algebra	
K-3 Art	K	3	Art	Teacher-specific results	Questar III BOCES	
Grades 9-12 English Electives	9	12		wide group team or	All Regents given in building/district	

To add additional courses, click "Add Row".

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Grade From	Grade To	Subject	Measure	State or Regents Assessment(s)	Locally-developed Course-Specific Assessment(s)	Third Party Assessment(s)
9	12	Social Studies Electives	School- or program-wide group, team, or linked results	✓ US History		
9	12	Science Electives	School- or program-wide group, team, or linked results	☑ Living Environment		
К	5	All courses not named above	School- or program-wide group, team, or linked results	✓ A building-wide State-provided growth score		
6	12	All courses not named above	School- or program-wide group, team, or linked results	☑ Common Core English		

2.11) HEDI Scoring Bands

Highly	Effectiv	ve	Effective Developing Ineffective						Ineffective											
20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0
100	96	90- 92 %	89	84	79	74	66	59	54	48	43	38	33	28	24	20	16	9- 12 %	5- 8%	0- 4%

2.12) Teachers with More Than One Growth Measure (Original)

For more information on teachers with more than one growth measure, please see NYSED APPR Guidance and NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

If educators have more than one State-provided growth score and rating, those scores and ratings will be combined into one 0-20 score and HEDI rating for the Required Student Performance subcomponent provided by the Department. (Examples: Common branch teacher with State-provided growth measures for both ELA and Math in grade 4; middle school math teacher with both 7th and 8th grade math courses.)

If educators have more than one SLO (or a State-provided growth measure and an SLO), the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO (or in the State-provided growth measure and the SLO).

2.13) Assurances

For guidance on SLOs and the development of back-up SLOs, please see NYSED APPR Guidance and SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

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Task 2. Original Student Performance - Required (Teachers) - Original Tasks 2.10 (Other Courses), 2.11-2.14

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Please check the boxes below.

Assure that the teacher has an SLO or a back-up SLO, where applicable, consistent with the goal setting process developed by the Commissioner that results in a student growth score.

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- Assure that all growth targets represent a minimum of one year of expected growth, as determined by the superintendent or another trained administrator. Such targets, as determined by the superintendent or another trained administrator, may only take the following characteristics into account: poverty, students with disabilities, English language learner status and prior academic history.
- ☑ Assure that all growth targets are approved by the superintendent or another trained administrator.
- Assure that any disagreement between parties regarding the content of the SLO, including the growth target, will be resolved by the superintendent or another trained administrator.
- Assure that if a teacher's SLO is based on a small n size population and the district/BOCES chooses not to use the HEDI scoring bands listed in task 2.11, then the teacher's 0-20 score and HEDI rating will be determined using the HEDI scoring bands specified by the Department in APPR Guidance.
- ☑ Assure that processes are in place for the superintendent to monitor SLOs.
- Assure that the final Student Performance category rating for each teacher will be determined using the weights and growth parameters specified in Subpart 30-3 of the Rules of the Board of Regents and the approved APPR plan.

2.14) Use of the Optional Subcomponent and Student Performance Category Weighting

- If the Optional subcomponent is not used, the Required subcomponent will comprise 100% of the Student Performance category.
- If the Optional subcomponent is used, the Required subcomponent must comprise at least 50% of the Student Performance category.

Please indicate if the Optional subcomponent will be used by making the appropriate selection below.

NO, the Optional subcomponent WILL NOT be used; the Required subcomponent will comprise 100% of the Student Performance category.

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Task 2. Transition Student Performance - Required (Teachers) - Task 2 Alternate SLOs

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Task 2) Required Student Performance Subcomponent (Transition Period, 2016-17 through 2018-19)

The measures indicated in this section only apply during the 2016-17 through 2018-19 school years.

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

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For guidance on the use of alternate SLOs during the transition period, see: https://www.engageny.org/resource/guidance-on-new-york-s-annual-professional-performance-review-law-and-regulations.

100% of the Student Performance category if only the Required subcomponent is used or at least 50% when used with the Optional subcomponent.

- (A) For a teacher whose course ends in a State-created or administered test for which there is a State-provided growth model and at least 50% of a teacher's students are covered under the State-provided growth measure, such teacher shall have a State-provided growth score based on such model.
- (B) For a teacher whose course does not end in a State-created or administered test or where less than 50% of the teacher's students are covered by a State-provided growth measure, such teacher shall have a Student Learning Objective (SLO) developed and approved by his/her superintendent or another trained administrator, using a form prescribed by the Commissioner, consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any teacher whose course ends in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.

During the 2016-17 through 2018-19 school years, pursuant to the requirements of §30-3.17 of the Rules of the Board of Regents, grades 3-8 NYS ELA/math assessments and any State-provided growth scores may only be used for advisory purposes and may not be used for the purpose of calculating transition scores and ratings.

If grades 3-8 ELA/math State assessments and any State-provided growth scores are the entirety of the Student Performance category, districts/BOCES must also develop an alternate SLO based on assessments that are not grade 3-8 ELA/math State assessments and/or on State-provided growth scores for the Required subcomponent of the Student Performance category during the transition to higher standards through new State assessments aligned to revised learning standards and a revised State-approved growth model.

2.2-2.10) Alternate SLOs (Transition Period, 2016-17 through 2018-19)

Using the table below, please first select a measure and assessment(s) that will be used for the alternate SLO during the 2016-17 through 2018-19 school years, then indicate the applicable courses.

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Task 2. Transition Student Performance - Required (Teachers) - Task 2 Alternate SLOs

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Measure	State or Regents Assessment(s)	Locally-Developed Course- Specific Assessment(s)	Third Party Assessment(s)	Applicable Course(s)
School- or program-wide group, team, or linked results	Common Core English	Specific Assessment(s)	Assessment(s)	K ELA K Math 1 ELA 1 Math 2 ELA 2 Math 3 ELA 3 Math 4 ELA 4 Math 5 ELA 5 Math 6 Science 6 Social Studies 7 ELA 7 Math 7 Social Studies 7 Social Studies 8 ELA 8 Math 8 Social
				Studies

2.10) Alternate SLOs: All Other Courses (Transition Period, 2016-17 through 2018-19)

If the option, "Other Courses as listed in Original Task 2.10" does not apply, please leave that box unchecked in the table above and use the table below to add courses.

You may combine into one course listing any groups of teachers for whom the measure and assessment(s) are the same including, for example, "all other teachers not named above".

For other courses indicate the following:

- Column 1: lowest grade that corresponds to the course
- · Column 2: highest grade that corresponds to the course
- Column 3: subject of the course
- · Column 4: measure used
- Columns 5-6: assessment(s) used

Follow the examples below to list other courses.

	(1) lowest grade	(2) highest grade	(3) subject	(4) measure	(5-6) assessment(s)
All Other Courses	K	12		District- or BOCES-wide results	Common Core English, Common Core Algebra
K-3 Art	K	3	Art	Teacher-specific results	Questar III BOCES

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Task 2. Transition Student Performance - Required (Teachers) - Task 2 Alternate SLOs

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Grades 9-12 English Electives	9	12		wide, group, team, or	All Regents given in building/district
----------------------------------	---	----	--	-----------------------	--

Please note: NYS Grades 3-8 ELA/Math Assessments and State-provided growth scores may only be used for advisory purposes during the transition period and cannot be used for calculating transition scores and ratings during the 2015-16 through 2018-19 school years. If such assessments are selected for the original SLO and there are not remaining measures in the Student Performance category for an educator, an alternate SLO must be included for that educator here.

Grade From	Grade To	Subject	Measure	State or Regents Assessment(s)	Locally-Developed Course-Specific Assessment(s)	Third Party Assessment(s)
К	5	All courses not named above	District- or BOCES-wide results	☑ Common Core English		

2.11) HEDI Scoring Bands

Highly	Effectiv	ve	Effectiv	/e		Develo	ping	Ineffec	tive											
20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0
100	l	92	89			74	66	59				l	l			17- 20		9- 12	5- 8%	0- 4%
%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	0 70	70

2.12) Teachers with More Than One Growth Measure (Transition)

For more information on teachers with more than one growth measure, please see NYSED APPR Guidance and NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

If educators have more than one alternate SLO, the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO.

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Task 3.1. Optional Subcomponent Use (Teachers) - Task 3.1 (Subcomponent Use and Weighting)

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Task 3) Optional Student Performance Subcomponent

For guidance on the Optional subcomponent of the Student Performance measure, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

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Up to 50% of Student Performance category, if selected.

Such second measure shall apply in a consistent manner, to the extent practicable, across all classrooms in the same grade/subject in the district/BOCES and be either:

(A) a second State-provided growth score on a State-created or administered test, provided that the State-provided growth measure is different than that used in the Required subcomponent, or

(B) a growth score based on a State-designed supplemental assessment, calculated using a State-provided or approved growth model.

3.1) Use of the Optional Subcomponent of the Student Performance Category

Please indicate if the Optional subcomponent will be used by making the appropriate selection below.

NO, the Optional subcomponent WILL NOT be used in the Student Performance category for any teacher.

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Task 4. Teacher Observation Category - Tasks 4.1-4.6

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For guidance on the Teacher Observation category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

4.1) Teacher Practice Rubric

Select a teacher practice rubric from the menu of State-approved rubrics to assess performance based on the observable NYS Teaching Standards.

Rubric Name	If more than one rubric is utilized, please indicate the group(s) of teachers each rubric applies to.
Danielson's Framework for Teaching (2011 Revised Edition)	(No Response)

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4.2) Assurances

Please check all of the boxes below.

- Assure that all observable NYS Teaching Standards/Domains of the selected practice rubric are assessed at least once a year across the total number of annual observations.
- Assure that the process for assigning points for the Teacher Observation category will be in compliance with the locally-determined subcomponent weights and overall Observation category score and rating based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents.
- Assure that the same rubric(s) is used for all classroom teachers in a grade/subject across the district/BOCES, provided that districts/BOCES may locally determine whether to use different rubrics for teachers who teach different grades and/or subjects during the school year.
- Assure that the same rubric(s) is used for all observations of a classroom teacher across the observation types in a given school year.

4.3) Process for Weighting Rubric Domains/Subcomponents

 $For \ guidance\ on\ the\ Teacher\ Observation\ category,\ see\ NYSED\ APPR\ Guidance: \ https://www.engageny.org/resource/appr-3012-d.$

Please describe the process for weighting the observable domains/subcomponents of the chosen practice rubric (e.g., All observable components will be weighted equally and averaged).

All observable sub-components will be weighted equally and averaged.

4.4) Calculating Observation Ratings

Assurances

Please check the boxes below.

- Assure that each set of observations (by supervisor/other trained administrator, independent, or peer) will be completed using the selected practice rubric, producing an overall score between 1 and 4. The overall weighted observation score will then be converted into a HEDI rating using the ranges indicated below.
- Assure that once all observations are complete, the different types of observations will be combined using a weighted average consistent with the weights specified in task 4.5 below, producing an overall Observation category score between 0 and 4. In the event that a teacher earns a score of 1 on all rated components of the practice rubric across all observations, a score of 0 will be assigned.

Please also check the boxes below.

- Assure that if the district is granted an annual Rural/Single Building District Independent Evaluator Hardship Waiver by the Department, the second observation(s) shall be conducted by one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the observation(s) required to be performed by the principal/supervisor or other trained administrator. See Section 30-3.4(d)(2)(i)(b)(1) of the Rules of the Board of Regents.
- Assure that if the district/BOCES is granted an annual Undue Burden Independent Evaluator Hardship Waiver by the Department, the terms of such waiver shall apply for the school year during which the waiver is effective; and, that in any school year for which there is an approved waiver and such waiver contains information that conflicts with the information provided in Task 4 of the district's/BOCES' approved §3012-d APPR plan, the provisions of the approved waiver will apply. See Section 30-3.4(d)(2)(i)(b)(2) of the Rules of the Board of Regents.

Teacher Observation Scoring Bands

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Task 4. Teacher Observation Category - Tasks 4.1-4.6

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	Overall Observation Score and Rating	Overall Observation Category Score and Rating				
	Minimum	Maximum				
н	3.5 to 3.75	4.0				
E	2.5 to 2.75	3.49 to 3.74				
D	1.5 to 1.75	2.49 to 2.74				
I	0	1.49 to 1.74				

HEDI Ranges

Using the dropdown menus below, please indicate the locally-determined rubric scoring ranges based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents for each of the rating categories.

	Minimum Rubric Score	Maximum Rubric Score	
Highly Effective:	3.50	4.00	
		·	
	Minimum Rubric Score	Maximum Rubric Score	
Effective:	2.50	3.49	
	Minimum Rubric Score	Maximum Rubric Score	
Developing:	1.50	2.49	
	Minimum Rubric Score	Maximum Rubric Score	
Ineffective:	0.00	1.49	

4.5) Teacher Observation Subcomponent Weighting

Required Subcomponents:

- Observations by Principal(s) or Other Trained Administrators: At least 80% of the Teacher Observation category score
- Observations by Impartial Independent Trained Evaluator(s)*: At least 10%, but no more than 20%, of the Teacher Observation category score

Optional Subcomponent:

 $\textbf{-} Observations \ by \ Trained \ Peer \ Observer(s) \textbf{:} \ No \ more \ than \ 10\% \ of \ the \ Teacher \ Observation \ category \ score \ when \ selected$

Please be sure the total of the weights indicated equals 100%.

Please indicate the weighting of each subcomponent and be sure the total of the weights indicated equals 100%.

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^{*} If the district is granted an annual Independent Evaluator Hardship Waiver by the Department, this subcomponent will be satisfied through the use of one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the observation(s) required to be performed by the principal/supervisor or other trained administrator.

Task 4. Teacher Observation Category - Tasks 4.1-4.6

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Required - Principal/ Administrator	Required - Independent Evaluator(s)	' '	Grades and subjects for which Peer Observers will be used
80%	20%	N/A	(No Response)

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4.6) Assurances

Please check all of the boxes below.

- Assure that independent evaluator(s) are not employed in the same school building, as defined by BEDS code, as the teacher(s) they are evaluating.
- Assure that, if observations are being conducted by trained peer observer(s), these teacher(s) received an overall rating of Effective or Highly Effective in the previous school year.
- Assure that the following elements will not be used in calculating a teacher's Observation category score and rating: evidence of student development and performance derived from lesson plans, other artifacts of teacher practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the Department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of teacher effectiveness.
- Assure that the length of all observations for teachers will be conducted pursuant to the locally-determined durations.
- ☑ Assure that independent evaluator(s) will be trained and selected by the district/BOCES.
- Assure that peer observer(s), as applicable, will be trained and selected by the district/BOCES.
- ☑ Assure that at least one of the required observations will be unannounced.

4.7) Number and Method of Observations

Indicate the minimum number of unannounced and announced observations for each type of observer, as well as the method of observation, in the tables below.

Tenured Teachers

	Required - Principal/ Administrator: Minimum observations	Required - Principal/ Administrator: Observation method	Required - Independent Evaluator(s): Minimum observations	Required - Independent Evaluator(s): Observation method	Optional - Peer Observer(s): Minimum observations	Optional - Peer Observer(s): Observation method
Unannounced	0	N/A	1	In person	0	N/A
Announced	1	In person	0	N/A	0	N/A

Probationary Teachers

	Required - Principal/ Administrator: Minimum observations	Required - Principal/ Administrator: Observation method	Required - Independent Evaluator(s): Minimum observations	Required - Independent Evaluator(s): Observation method	Optional - Peer Observer(s): Minimum observations	Optional - Peer Observer(s): Observation method
Unannounced	0	N/A	1	In person	0	N/A
Announced	3	In person	0	N/A	0	N/A

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Task 5. Overall Scoring (Teachers) - Tasks 5.1-5.3

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For guidance on APPR scoring, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

5.1) Scoring Ranges

Student Performance

HEDI ratings must be assigned based on the point distribution below.

Teacher Observation

HEDI ratings must be assigned based on locally-determined ranges consistent with the constraints listed below.

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Overall Student Performance Category Score and Rating				Overall Obser Category Score and Ra	
	Minimum	Maximum		Minimum	Maximum
Н	18	20	Н	3.5 to 3.75	4.0
E	15	17	E	2.5 to 2.75	3.49 to 3.74
D	13	14	D	1.5 to 1.75	2.49 to 2.74
I	0	12	I	0	1.49 to 1.74

5.2) Scoring Matrix for the Overall Rating

, ,	X 101 tilo O Voluli IV	Teacher Observation Category								
		Highly Effective (H)	Effective (E)	Developing (D)	Ineffective (I)					
	Highly Effective (H)	н	Н	Е	D					
Student Performance	Effective (E)	Н	E	Е	D					
Category	Developing (D)	Е	E	D	I					
	Ineffective (I)	D*	D*	I	I					

^{*} If a teacher is rated Ineffective on the Student Performance category, and a State-designed supplemental assessment was included as an Optional subcomponent of the Student Performance category, the teacher can be rated no higher than Ineffective overall (see Education Law §3012-d (5)(a) and (7)).

5.3) Assurances

Please check all of the boxes below.

- Assure that each subcomponent and category score and rating and the Overall rating will be calculated pursuant to the requirements specified in Subpart 30-3 of the Rules of the Board of Regents.
- ☑ Assure that it is possible to obtain a zero in each subcomponent.
- ☑ Assure the overall rating determination for a teacher shall be determined according to the evaluation matrix.
- Assure that a student will not be instructed, for two consecutive school years, by any two teachers of the same subject in the same school district who have received Ineffective ratings under Education Law §3012-d in the year immediately prior to the school year in which the student is placed in the teacher's classroom unless the district has received a waiver from the Department.

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Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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For more information on the additional requirements for teachers, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

6.1) Assurances: Teacher Improvement Plans

Please check all of the boxes below.

Assure that the district/BOCES will formulate and commence implementation of a Teacher Improvement Plan (TIP) for all teachers who receive a Developing or Ineffective rating by October 1 following the school year for which such teacher's performance is being measured or as soon as practicable thereafter.

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Assure that TIP plans developed and implemented by the superintendent or his/her designee, in the exercise of their pedagogical judgment, and subject to collective bargaining to the extent required under article 14 of the Civil Service Law shall include: identification of needed areas of improvement, a timeline for achieving improvement, the manner in which the improvement will be assessed, and, where appropriate, differentiated activities to support a teacher's improvement in those areas.

6.2) Attachment: Teacher Improvement Plan Forms

All TIP plans developed and implemented by the superintendent or his/her designee, in the exercise of his/her pedagogical judgment, must include:

- 1) identification of needed areas of improvement;
- 2) a timeline for achieving improvement;
- 3) the manner in which the improvement will be assessed; and, where appropriate,
- 4) differentiated activities to support a teacher's improvement in those areas.

As a required attachment to this APPR plan, upload the TIP forms that are used in the school district/BOCES.

Teacher Improvement Plan Updated 7 6 16.pdf

6.3) Assurance: Appeals

Please check the box below.

Assure the district/BOCES has collectively bargained appeal procedures that are consistent with the regulations and that they provide for the timely and expeditious resolution of an appeal.

6.4) Appeals

Pursuant to Education Law §3012-d, a teacher may only challenge the following in an appeal to their district/BOCES:

- (1) the substance of the annual professional performance review; which shall include the following:
- (i) in the instance of a teacher rated Ineffective on the Student Performance category, but rated Highly Effective on the Observation category based on an anomaly, as determined locally;
- (2) the school district's/BOCES' adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-d; and
- (3) the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as well as the school district's/BOCES' issuance and/or implementation of the terms of the teacher or principal improvement plan, as required under Education Law §3012-d.

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Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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Describe the procedure for ensuring that appeals of annual performance evaluations will be handled in a timely and expeditious way.

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A Teacher who receives an ineffective or developing overall rating on his/her APPR shall be entitled to appeal his/her annual APPR rating and no appeal may be submitted regarding an APPR for which the overall rating is either highly effective or effective.

Pursuant to Education Law section 3012-d, a teacher with an ineffective or developing may only challenge the following in an appeal:

- the substance of the annual professional performance review
- the school district's or BOCES' adherence to the standards and methodologies required for such reviews, pursuant to Education Law section 3012-d
- the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as well as the school
 district's or BOCES' issuance and/or implementation of the terms of the teacher or principal improvement plan, as required under Education Law
 section 3012-d

In order to be timely, the notification of the APPR appeal shall be filed, in writing, within ten (10) school days after the teacher has received the APPR rating. In addition, the Teacher may submit information, artifacts and/or evidence, in writing, to the Superintendent of Schools or his/her designee, in support of any argument, challenge, or disagreement or dispute that the teacher may have with his/her APPR rating.

Within five (5) school days of receipt of the materials, the Superintendent of Schools or his/her designee shall issue a final evaluation taking into consideration the material produced by the Teacher. The decision of the Superintendent or his/her designee of the annual professional performance review appeal shall be final and binding in all regards and shall not be subject to grievance, arbitration, challenge before any administrative agency or in any court of law.

6.5) Assurance: Evaluators

Please check the box below.

☐ The district/BOCES assures that all evaluators will be properly trained and lead evaluators will be certified on the below elements prior to completing a teacher's evaluation. Note: independent observers and peer observers need only be trained on elements 1, 2, and 4 below.

6.6) Training of Lead Evaluators, Evaluators, Independent Observers, and Peer Observers and Certification of Lead Evaluators

The process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators must include:

- 1) the process for training lead evaluators and evaluators, including impartial independent observers and peer observers;
- 2) the process for the certification and re-certification of lead evaluators;
- 3) the process for ensuring inter-rater reliability; and
- 4) the nature (content) and the duration (how many hours, days) of such training.

Describe the process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators.

All lead evaluators and evaluators will be trained and certified by the Board of Education under the nine requirements prescribed in 30-3.10 of the Rules of the Board of Regents. Impartial independent observers will receive training on the three requirements prescribed in 30-3.10 of the Rules of the Board of Regents.

Training for all evaluators, lead evaluators, and independent evaluators will be conducted using resources and workshops made available through Eastern Suffolk BOCES. Initial training will consist of a minimum of three (3) school days throughout the school year. Inter-rater reliability is sustained through collaborative intra-District work as well as in the training outlined previously. The process of establishing and ensuring inter-rater reliability is ongoing through above trainings and as meeting agenda item.

Lead evaluators will be re-certified by the Board of Education annually attending training for a minimum of one (1) school day. Additionally, all evaluators and impartial independent observers will also be trained annually--one (1) school day--to maintain calibration levels consistent with district expectations.

6.7) Assurances: Teacher Evaluation

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Task 6. Additional Requirements (Teachers) - Tasks 6.1-6.9

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Please check all of the boxes below.

Assure that the district/BOCES shall compute and provide to the teacher their score and rating for the Student Performance category, if available, and for the Teacher Observation category for the teacher's Annual Professional Performance Review, in writing, no later than the last school day of the school year for which the teacher is being measured, but in no case later than September 1 of the school year next following the school year for which the teacher's performance is being measured.

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- ☑ Assure that the evaluation system will be used as a significant factor for employment decisions.
- Assure that teachers will receive timely and constructive feedback as part of the evaluation process.
- Assure that the following prohibited elements listed in Education Law \$3012-d(6) are not being used as part of any teacher's evaluation: evidence of student development and performance derived from lesson plans, other artifacts of teacher practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the Department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of teacher effectiveness; any district or regionally-developed assessment that has not been approved by the Department; and any growth or achievement target that does not meet the minimum standards as set forth in regulations of the Commissioner.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall compute and provide teachers whose Student Performance Category measures are based, in whole or in part, on the grades 3-8 ELA/math State assessments and/or State-provided growth scores with their APPR transition scores and ratings as soon as practicable, but in no case later than September 1 of the school year next following the school year for which the teacher's performance is being measured.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall provide such teachers with their original composite rating by September 1 of the school year next following the school year for which the teacher's performance is being measured, or as soon as practicable thereafter.

6.8) Assurances: Assessments

Please check all of the boxes below.

- Assure that, where applicable, if students in Common Core courses are taking both the 2005 Learning Standards and Common Core versions of the Regents Assessment, then the district/BOCES will use the higher of the two scores to determine whether a student has met his/her growth target.
- Assure that the amount of time devoted to traditional standardized assessments that are not specifically required by state or federal law for each classroom or program within a grade level does not exceed, in the aggregate, one percent of the minimum required annual instructional hours for the grade.
- Assure that individuals with vested interest in the outcome of their assessments are not involved, to the extent practicable, in the administration and scoring of those assessments.
- Assure that, where applicable, if your district/BOCES has indicated that more than one version of a Regents assessment for a content area will be used as the underlying evidence for an SLO, that the district/BOCES will only administer both assessments within the timeframes prescribed by the Commissioner. Where only one version of a Regents assessment for a content area is administered in a particular school year, assure that only that assessment will be used as the underlying evidence for an SLO.

6.9) Assurances: Data

Please check all of the boxes below.

- Assure that SED will receive accurate teacher and student data, including enrollment and attendance data, and any other student, teacher, school, course, and teacher/student linkage data necessary to comply with regulations, in a format and timeline prescribed by the Commissioner.
- Assure that the district/BOCES provides an opportunity for every classroom teacher to verify the subjects and/or student rosters assigned to them.
- Assure scores and ratings for all teachers will be reported to NYSED for each category, as well as the overall rating, as per NYSED requirements.
- Assure that enrolled students in accordance with teacher of record policies are included and may not be excluded.
- ☑ Assure that procedures for ensuring data accuracy and integrity are being utilized.

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Annual Professional Performance Review - Education Law §3012-d

Task 7. Original Student Performance - Required (Principals) - Original Task 7.1 (State-Provided Growth Measures)

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Task 7) Original Required Student Performance Subcomponent

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

100% of Student Performance category if only the Required subcomponent is used or at least 50% when used with Optional subcomponent

- (A) For a principal of a building which includes grades 4-8 ELA, math and/or high school courses with State or Regents assessments (or principals of programs with any of these assessments) who have at least 30% of his/her students covered under a State-provided growth measure, such principal shall have a State-provided growth score based on such model.
- (B) For a principal where less than 30% of his/her students are covered under the State-provided growth measure, such principal shall have a Student Learning Objective (SLO), consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any principal whose building or program includes courses that end in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.

7.1) State-Provided Measures of Student Growth (Original)

For principals with at least 30% of their students covered under a State-provided growth measure, such principal shall have a State-provided growth score based on such model. Please list the grade configurations of the school(s)/program(s) in your district/BOCES where it is expected that 30-100% of a principal's students are taking assessments with a State-provided growth measure, (e.g., K-5, PK-6, 6-8, 6-12, 9-12, etc.). For principals where less than 30% of their students are covered under a State-provided growth measure, such principals shall have an SLO consistent with a goal setting process determined or developed by the Commissioner that results in a student growth score; provided that for any grade-level/course that ends in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO. (See Guidance for more detail on principals with State-provided measures and SLOs.)

For the 2019-20 school year and thereafter, for those principals who would typically receive a State-provided growth score, the district/BOCES must also include a back-up SLO in the event that there are not enough students, not enough scores, or data issues that prevent a State-provided growth score from being calculated for that principal.

Please list the grade configurations of the schools or principals where State-provided growth measures will apply beginning in the 2019-20 school year (please list, e.g., K-5, PK-6, 6-8, 6-12, 7-12, 9-12). For each configuration, also indicate assessment(s) used for the back-up SLO beginning in the 2019-20 school year.

For each grade configuration indicate the following:

- ullet Column 1: lowest grade that corresponds to the building or program
- · Column 2: highest grade that corresponds to the building or program
- Column 3: assessment(s) used

Follow the examples below.

	(1) lowest grade	(2) highest grade	(3) assessment(s)
Grades K-6 Building	K	6	NYS Grade 4 ELA, NYS Grade 5 ELA, NYS Grade 6 ELA, NYS Grade 4 Math, NYS Grade 5 Math, NYS Grade 6 Math
Grades 7-12 Building	7	12	All applicable Regents assessments which are used to generate the principal's State-provided growth score

Using the table below, please select the assessment(s) that will be used for the back-up SLOs beginning in the

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Task 7. Original Student Performance - Required (Principals) - Original Task 7.1 (State-Provided Growth Measures)

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2019-20 school year for each grade configuration listed. The SLO will be based on the largest grades/courses in the principal's school building, using State or Regents assessments as the underlying evidence for such SLOs where they exist.

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Grade From	Grade To	State or Regents Assessment(s)
3	5	☑ Grade 4 ELA
		☑ Grade 5 ELA
		☑ Grade 4 Math
		☑ Grade 5 Math
6	8	☑ Grade 6 ELA
		☑ Grade 7 ELA
		☑ Grade 8 ELA
		☑ Grade 6 Math
		☑ Grade 7 Math
		☑ Grade 8 Math
9	12	All applicable Regents assessments which are used to generate the principal's State-
		provided growth score

7.1) Assurances

Please check the boxes below.

- oxdot Assure that the growth score provided by NYSED will be used, where required.
- Assure that, starting in the 2019-20 school year, back-up SLOs will be set by the superintendent or another trained administrator for all principals who receive a State-provided growth score in the event that a State-provided growth score cannot be generated for that principal.
- Assure that, during the 2015-16 through 2018-19 school years, the results of the NYS Grades 3-8 ELA/Math assessments and State-provided growth scores will continue to be used to calculate an original score and rating for advisory purposes only.

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Annual Professional Performance Review - Education Law §3012-d

Task 7. Original Student Performance - Required (Principals) - Original Tasks 7.2 (SLOs), 7.3-7.6

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7.2) Student Learning Objectives (Original)

For guidance on SLOs, see NYSED SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

SLOs must be used for principals in buildings or programs in which fewer than 30% of students take Grades 4-8 ELA, math, and/or high school courses with State or Regents assessments. SLOs will be developed using the grades/courses covering the most students in the school or program and continuing until at least 30% of students in the school or program are covered by SLOs. The district/BOCES must select the type of assessment that will be used with the SLO from the options below.

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- If any grade/course in the building has a State-provided growth measure AND the principal must have SLOs because fewer than 30% of students in the building are covered, then the SLOs must begin first with the SGP results.
- Additional SLOs must then be set based on grades/subjects with State assessments for which there is no State-provided growth measure, where applicable.
- If additional SLOs are necessary, principals must begin with the grade(s)/courses(s) that have the largest number of students using school-wide student results from one of the following assessment options:
- · State-approved 3rd party assessment; or
- · State-approved district, regionally, or BOCES-developed course-specific assessment.

For each grade configuration indicate the following:

- · Column 1: lowest grade that corresponds to the building or program
- · Column 2: highest grade that corresponds to the building or program
- Column 3: measure used
- Column 4: assessment(s) used

Follow the examples below.

	(1) lowest grade	(2) highest grade	(3) measure	(4) assessment(s)
Grades K-2 Building	K	2	District- or BOCES-wide	Common Core English, Common Core Algebra, Living Environment, Global 2, US History
Grades 11-12 Building	11	12	Principal-specific results	Common Core English, US History

Using the table below, please select the measure and assessment(s) that will be used for the SLOs for each grade configuration listed. During the 2016-17 through 2018-19 school years, SLOs that use

Grade From	Grade To	Measure	State or Regents Assessment(s)	Locally-Developed Course- Specific Assessment(s)	Third Party Assessment(s)
К	2	District- or BOCES-wide	☐ Grade 3 ELA☐ Grade 4 ELA☐		
		results	☑ Grade 5 ELA		
			☑ Grade 3 Math		
			☑ Grade 4 Math		
			☑ Grade 5 Math		

7.3) HEDI Scoring Bands

1			
Highly Effective Ef	Effective	Developing	Ineffective

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Task 7. Original Student Performance - Required (Principals) - Original Tasks 7.2 (SLOs), 7.3-7.6

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20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0
97- 100 %	96	92	89	84	79	74	66	59	54	48	43	38	33	28	24	20	16	9- 12 %	5- 8%	0- 4%

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7.4) Principals with More Than One Growth Measure (Original)

For more information on principals with more than one growth measure, please see NYSED APPR Guidance and SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

If educators have more than one State-provided growth score and rating, those scores and ratings will be combined into one score and HEDI rating for the Required Student Performance subcomponent provided by the Department. (Examples: Principals of K-8 schools with growth measures for ELA and math grades 4-8.)

If educators have more than one SLO (or a State-provided growth measure and an SLO), the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO (or in the State-provided growth measure and the SLO).

7.5) Assurances

Please check all of the boxes below.

- Assure that the principal has an SLO or a back-up SLO, where applicable, consistent with the goal setting process developed by the Commissioner that results in a student growth score.
- Assure that all growth targets represent a minimum of one year of expected growth, as determined by the superintendent or another trained administrator. Such targets, as determined by the superintendent or another trained administrator, may only take the following characteristics into account: poverty, students with disabilities, English language learners status and prior academic history.
- ☑ Assure that all growth targets are approved by the superintendent or another trained administrator.
- Assure that any disagreement between parties regarding the content of the SLO, including the growth target, will be resolved by the superintendent or another trained administrator.
- Assure that if a principal's SLO is based on a small n size population and the district/BOCES chooses not to use the HEDI scoring bands listed in task 7.3, then the principal's 0-20 score and HEDI rating will be determined using the HEDI scoring bands specified by the Department in APPR Guidance.
- $\ensuremath{\square}$ Assure that processes are in place for the superintendent to monitor SLOs.
- Assure that the final Student Performance category rating for each principal will be determined using the weights and growth parameters specified in Subpart 30-3 of the Rules of the Board of Regents and the approved APPR plan.

7.6) Student Performance Subcomponent Weighting

- If the Optional subcomponent is not used, the Required subcomponent will comprise 100% of the Student Performance category.
- If the Optional subcomponent is used, the Required subcomponent must comprise at least 50% of the Student Performance category.

Please indicate if the Optional subcomponent will be used by making the appropriate selection below.

NO, the Optional subcomponent WILL NOT be used; the Required subcomponent will comprise 100% of the Student Performance category

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Task 7. Transition Student Performance - Required (Principals) - Task 7 Alternate SLOs

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Task 7) Required Student Performance Subcomponent (Transition Period, 2016-17 through 2018-19)

The measures indicated in this section only apply during the 2016-17 through 2018-19 school years.

For guidance on the Required subcomponent of the Student Performance category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

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For guidance on the use of alternate SLOs during the transition period, see: https://www.engageny.org/resource/guidance-on-new-york-s-annual-professional-performance-review-law-and-regulations.

100% of Student Performance category if only the Required subcomponent is used or at least 50% when used with Optional subcomponent

- (A) For a principal of a building which includes grades 4-8 ELA, math and/or high school courses with State or Regents assessments (or principals of programs with any of these assessments) who have at least 30% of his/her students covered under a State-provided growth measure, such principal shall have a State-provided growth score based on such model.
- (B) For a principal where less than 30% of his/her students are covered under the State-provided growth measure, such principal shall have a Student Learning Objective (SLO), consistent with the SLO process determined or developed by the Commissioner, that results in a student growth score; provided that, for any principal whose building or program includes courses that end in a State-created or administered assessment for which there is no State-provided growth model, such assessment must be used as the underlying assessment for such SLO.

During the 2016-17 through 2018-19 school years, pursuant to the requirements of §30-3.17 of the Rules of the Board of Regents, if excluding grade 3-8 ELA/math State assessments and any State-provided growth scores results in no remaining student performance measures, districts/BOCES must develop alternate SLOs based on assessments that are not grade 3-8 ELA/math State assessments for the Required subcomponent of the Student Performance Category during the transition to higher standards through new State assessments aligned to revised learning standards and a revised State-approved growth model.

7.1-7.2) Alternate SLOs (Transition Period, 2016-17 through 2018-19)

Please list the grade configurations of the schools or principals where alternate SLOs will apply. For each configuration, also indicate the measure and assessment(s) used for the alternate SLO.

For each grade configuration indicate the following:

- · Column 1: lowest grade that corresponds to the building or program
- · Column 2: highest grade that corresponds to the building or program
- Column 3: measure used
- Column 4: assessment(s) used

Follow the examples below.

	(1) lowest grade	(2) highest grade	(3) measure	(4) assessment(s)
Grades K-2 Building	K	2	District- or BOCES-wide	Common Core English, Common Core Algebra, Living Environment, Global 2, US History
Grades 11-12 Building	11	12	Principal-specific results	Common Core English, US History

Using the table below, please select the assessment(s) that will be used for the alternate SLOs during the 2016-17 through 2018-19 school years for each grade configuration listed. In all other school years, the SLO will be based on the largest grades/courses in the principal's school building, using State or Regents assessments as the underlying evidence for such SLOs where they exist.

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Annual Professional Performance Review - Education Law §3012-d Task 7. Transition Student Performance - Required (Principals) - Task 7 Alternate SLOs

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Grade From	Grade To	Measure	Assessment(s)	Locally-Developed Course- Specific Assessment(s)	Third Party Assessment(s)
К	2	District- or BOCES-wide results	☑ US History		
3	5	District- or BOCES-wide results	☑ US History		
6	8	District- or BOCES-wide results	☑ US History		

7.3) HEDI Scoring Bands

Highly	Effectiv	ve.	Effectiv	/e		Develo	ning	Ineffec	tive											
20	19		17	16	15					10	9	8	7	6	5	4	3	2	1	0
97- 100		90-	l 			II			l			l .	l			17- 20		9- 12	5-	0- 4%
%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	8%	4%

7.4) Principals with More than One Growth Measure (Transition)

For more information on principals with more than one growth measure, please see NYSED APPR Guidance and SLO Guidance: https://www.engageny.org/resource/appr-3012-d.

If educators have more than one alternate SLO, the measures will each earn a score from 0-20 points which districts/BOCES must weight proportionately based on the number of students in each SLO.

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Task 8.1. Optional Subcomponent Use (Principals) - Task 8.1 (Subcomponent Use and Weighting)

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Task 8) Optional Student Performance Subcomponent

For guidance on the Optional subcomponent of the Student Performance category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

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Up to 50% of Student Performance category, if selected.

Such second measure shall apply in a consistent manner, to the extent practicable, across all buildings with the same grade configuration or program in the district/BOCES and be either:

(A) a second State-provided growth score on a State-created or administered test, provided that a different measure is used than that for the Required subcomponent in the Student Performance category, or

(B) a growth score based on a State-designed supplemental assessment, calculated using a State-provided or approved growth model.

8.1) Use of the Optional Subcomponent for Student Performance Measures

Please indicate if the Optional subcomponent will be used by making the appropriate selection below.

NO, the Optional subcomponent WILL NOT be used in the Student Performance category for any principal.

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Task 9. Principal School Visit Category - Tasks 9.1-9.6

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For guidance on the Principal School Visit category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

9.1) Principal Practice Rubric

Select a principal practice rubric from the menu of State-approved rubrics to assess performance based on ISLLC 2008 Standards.

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Rubric Name	If more than one rubric is utilized, please indicate the group(s) of
	principals each rubric applies to.
Marshall's Principal Evaluation Rubric	(No Response)

9.2) Assurances

Please check all of the boxes below.

- ☑ Assure that all observable ISLLC 2008 Leadership Standards/Domains of the selected practice rubric are assessed at least once a year across the total number of annual school visits.
- Assure that the process for assigning points for the Principal School Visit category will be in compliance with the locally-determined subcomponent weights and overall School Visit category score and rating based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents.
- Assure that the same rubric(s) is used for all principals in the same or similar programs or grade configurations across the district/BOCES, provided that districts/BOCES may locally determine whether to use different rubrics for a principal assigned to different grade level configurations or building types.
- Assure that the same rubric(s) is used for all school visits for a principal across the school visit types in a given school year.

9.3) Process for Weighting Rubric Domains/Subcomponents

For guidance on the Principal School Visit category, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

Please describe the process for weighting the observable domains/subcomponents of the chosen practice rubric (e.g., All observable components will be weighted equally and averaged).

All observable domains/sub-components will be weighted equally and averaged.

9.4) Calculating School Visit Ratings

Assurances

Please check the boxes below.

- Assure that each set of school visits (by supervisor/other trained administrator, independent, or peer) will be completed using the selected practice rubric, producing an overall score between 1 and 4. The overall weighted school visit score will be converted into a HEDI rating using the ranges indicated below.
- Assure that once all school visits are complete, the different types of school visits will be combined using a weighted average consistent with the weights specified in task 9.5 below, producing an overall School Visit category score between 0 and 4. In the event that a principal earns a score of 1 on all rated components of the practice rubric across all observations, a score of 0 will be assigned.

Please also check the boxes below.

- Assure that if the district is granted an annual Rural/Single Building District Independent Evaluator Hardship Waiver by the Department, the second school visit(s) shall be conducted by one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the school visit(s) required to be performed by the Superintendent/supervisor or his/her designee. See Section 30-3.5(d)(1)(ii)(a) of the Rules of the Board of Regents.
- Assure that if the district/BOCES is grated an annual Undue Burden Independent Evaluator Hardship Waiver by the Department, the terms of such waiver shall apply for the school year during which the waiver is effective and, that in any school year for which there is an approved waiver and such waiver contains information that conflicts with the information provided in Task 9 of the district's/BOCES' approved §3012-d APPR plan, the provisions of the approved waiver will apply. See Section 30-3.5(d)(1)(ii)(b) of the Rules of the Board of Regents.

Principal School Visit Scoring Bands

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Task 9. Principal School Visit Category - Tasks 9.1-9.6

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	Overall School Visit Score and Rating	Overall School Visit Category Score and Rating						
	Minimum	Maximum						
н	3.5 to 3.75	4.0						
E	2.5 to 2.75	3.49 to 3.74						
D	1.5 to 1.75	2.49 to 2.74						
I	0	1.49 to 1.74						

HEDI Ranges

Using the dropdown menus below, please indicate the locally-determined rubric scoring ranges based on the constraints prescribed by the Commissioner in Subpart 30-3 of the Rules of the Board of Regents for each of the rating categories.

	Minimum Rubric Score	Maximum Rubric Score	
Highly Effective:	3.50	4.00	
	Minimum Rubric Score	Maximum Rubric Score	
Effective:	2.50	3.49	
	Minimum Rubric Score	Maximum Rubric Score	
Developing:	1.50	2.49	
	Minimum Rubric Score	Maximum Rubric Score	
Ineffective:	0.00	1.49	

9.5) Principal School Visit Subcomponent Weighting

Required Subcomponents:

- School Visits by Supervisor(s) or other Trained Administrator(s): At least 80% of the Principal School Visit category score
- School Visits by Impartial Independent Trained Evaluator(s)*: At least 10%, but no more than 20%, of the Principal School Visit category score

Optional Subcomponent:

- School Visits by Trained Peer Observer(s): No more than 10% of the Principal School Visit category score when selected

Please indicate the weighting of each subcomponent and be sure the total of the weights indicated equals 100%.

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^{*} If the district is granted an annual Independent Evaluator Hardship Waiver by the Department, this subcomponent will be satisfied through the use of one or more evaluators selected and trained by the district, who are different than the evaluator(s) who conducted the school visit(s) required to be performed by the Superintendent/supervisor or their designee.

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Annual Professional Performance Review - Education Law §3012-d

Task 9. Principal School Visit Category - Tasks 9.1-9.6

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Required - Supervisor/ Adminstrator	Required - Independent Evaluator(s)	' '	Grade configurations for which Peer Observers will be used
90%	10%	N/A	(No Response)

9.6) Assurances

Please check all of the boxes below.

- 🗹 Assure that independent evaluator(s) are not employed in the same school building, as defined by BEDS code, as the principal(s) they are evaluating.
- Assure that, if school visits are being conducted by trained peer observer(s), these principal(s) received an overall rating of Effective or Highly Effective in the previous school year.
- 🗹 Assure that the following elements will not be used in calculating a principal's school visit category score and rating: evidence of student development and performance derived from lesson plans, other artifacts of principal practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the Department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of principal effectiveness.
- Assure that the length of all school visits for principals will be conducted pursuant to the locally-determined durations.
- ☑ Assure that independent evaluator(s) will be trained and selected by the district/BOCES.
- Assure that peer observer(s), as applicable, will be trained and selected by the district/BOCES.
- ☑ Assure that at least one of the required school visits will be unannounced.
- ☑ Assure that school visits will not be conducted via video.

9.7) Number of School Visits

Indicate the minimum number of unannounced and announced school visits for each type of observer in the tables below.

Tenured Principals

	' '	Required - Independent Evaluator(s): Minimum school visits	Optional - Peer Observer(s): Minimum school visits
Unannounced	0	1	0
Announced	1	0	0

Probationary Principals

	' '	Required - Independent Evaluator(s): Minimum school visits	Optional - Peer Observer(s): Minimum school visits
Unannounced	0	1	0
Announced	1	0	0

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Task 10. Overall Scoring (Principals) - Tasks 10.1-10.3

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For guidance on APPR scoring, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

10.1) Scoring Ranges

Student Performance Category

HEDI ratings must be assigned based on the point distribution below.

Principal School Visit Category

HEDI ratings must be assigned based on locally-determined ranges consistent with the constraints listed below.

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	Overall Student Performance Category Score and Rating			Overall Schoo Category Sco	I Visit re and Rating
	Minimum	Maximum		Minimum	Maximum
Н	18	20	н	3.5 to 3.75	4.0
E	15	17	E	2.5 to 2.75	3.49 to 3.74
D	13	14	D	1.5 to 1.75	2.49 to 2.74
I	0	12	I	0	1.49 to 1.74

10.2) Scoring Matrix for the Overall Rating

		Principal School Visit Category			
		Highly Effective (H)	Effective (E)	Developing (D)	Ineffective (I)
Student Performance Category	Highly Effective (H)	Н	н	Е	D
	Effective (E)	н	Е	Е	D
	Developing (D)	Е	Е	D	I
	Ineffective (I)	D*	D*	I	I

^{*} If a principal is rated Ineffective on the Student Performance category, and a State-designed supplemental assessment was included as an Optional subcomponent of the Student Performance category, the principal can be rated no higher than Ineffective overall (see Education Law §3012-d (5)(a) and (7)).

10.3) Assurances

Please check all of the boxes below.

- Assure that each subcomponent and category score and rating and the Overall rating will be calculated pursuant to the requirements specified in Subpart 30-3 of the Rules of the Board of Regents.
- ☑ Assure that it is possible to obtain a zero in each subcomponent.
- ☑ Assure the overall rating determination for a principal shall be determined according to the evaluation matrix

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Task 11. Additional Requirements (Principals) - Tasks 11.1-11.9

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For guidance on additional requirements for principals, see NYSED APPR Guidance: https://www.engageny.org/resource/appr-3012-d.

11.1) Assurances: Improvement Plans

Please check all of the boxes below.

Assure that the district/BOCES will formulate and commence implementation of a Principal Improvement Plan (PIP) for all principals who receive a Developing or Ineffective rating by October 1 following the school year for which such principal's performance is being measured or as soon as practicable thereafter.

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Assure that PIP plans developed and implemented by the superintendent or his/her designee, in the exercise of their pedagogical judgment, and subject to collective bargaining to the extent required under article 14 of the Civil Service Law shall include: identification of needed areas of improvement, a timeline for achieving improvement, the manner in which the improvement will be assessed, and, where appropriate, differentiated activities to support a principal's improvement in those areas.

11.2) Attachment: Principal Improvement Plan Forms

All PIP plans developed and implemented by the superintendent or his/her designee, in the exercise of his/her pedagogical judgment, must include:

- 1) identification of needed areas of improvement;
- 2) a timeline for achieving improvement;
- 3) the manner in which the improvement will be assessed; and, where appropriate,
- 4) differentiated activities to support a principal's improvement in those areas.

As a required attachment to this APPR plan, upload the PIP forms that are used in the school district/BOCES.

appr_11_2_pp_346787566-Principal PIP Final Submission My Review Room 6_2012.pdf

11.3) Assurance: Appeals

Please check the box below.

Assure the district/BOCES has collectively bargained appeal procedures that are consistent with the regulations and that they provide for the timely and expeditious resolution of an appeal.

11.4) Appeals

Pursuant to Education Law §3012-d, a principal may only challenge the following in an appeal to their district/BOCES:

- (1) the substance of the annual professional performance review; which shall include the following:
- (i) in the instance of a principal rated Ineffective on the student performance category, but rated Highly Effective on the school visit category based on an anomaly, as determined locally;
- (2) the school district's/BOCES' adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-d; and
- (3) the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as well as the school district's/BOCES' issuance and/or implementation of the terms of the teacher or principal improvement plan, as required under Education Law §3012-d.

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Task 11. Additional Requirements (Principals) - Tasks 11.1-11.9

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Describe the procedure for ensuring that appeals of annual performance evaluations will be handled in a timely and expeditious way.

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Pursuant to Education Law §3012-d, a principal may only challenge the following in an appeal to their district/BOCES:

- 1. the substance of the annual professional performance review; which shall include the following:
- in the instance of a principal rated Ineffective on the student performance category, but rated Highly Effective on the school visit category based on an anomaly, as determined locally;
- 2. the school district's/BOCES' adherence to the standards and methodologies required for such reviews, pursuant to Education Law §3012-d; and
- the adherence to the regulations of the Commissioner and compliance with any applicable locally negotiated procedures, as well as the school district's/BOCES' issuance and/or implementation of the terms of the teacher or principal improvement plan, as required under Education Law §3012-d.

A principal who receives an ineffective or developing rating on his/her APPR shall be entitled to appeal his/her annual APPR rating. Principal's evaluation(s) shall be conducted by a Central Office administrative designee of the Superintendent of Schools, who shall be trained in accordance with the requirements of statute and regulations and also possess an administrative certification.

Within five (5) school days of receipt of the final annual evaluation the Principal may appeal to the Superintendent of Schools and request that a hearing be held with the Superintendent of Schools. The hearing shall be held within five (5) school days of the Superintendent's receipt of the written appeal and request for hearing. At the hearing, the Principal shall have the right to union representation, of his/her choosing, and be allowed to present any material, information and/or argument to the Superintendent in regards to his/her evaluation. If the Principal is out on vacation or sick leave when the final evaluation is issued, the five (5) days for appeal provided herein shall not commence until the principal returns.

Within five (5) school days from the date of the hearing, the Superintendent shall make his or her decision in writing regarding the appeal. The decision of the Superintendent as to the substance of the annual professional performance review shall be final and not grievable, arbitrable, or reviewable in any other forum.

Procedural issues that are/or will be set forth in the Article shall be subject to the grievance machinery of the contract. Within five (5) school days of receipt of the materials, the Superintendent of Schools or his/her designee shall issue a final evaluation taking into consideration the material produced by the Principal. The decision of the Superintendent or his/her designee of the annual professional performance review appeal shall be final and binding in all regards and shall not be subject to grievance, arbitration, challenge before any administrative agency or in any court of law.

11.5) Assurance: Evaluators

Please check the box below.

☐ The district/BOCES assures that all evaluators will be properly trained and lead evaluators will be certified on the below elements prior to completing a principal's evaluation. Note: independent observers and peer observers need only be trained on elements 1, 2, and 4 below.

11.6) Training of Lead Evaluators, Evaluators, Independent Observers, and Peer Observers and Certification of Lead Evaluators

The process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators must include:

- 1) the process for training lead evaluators and evaluators, including impartial independent observers and peer observers;
- 2) the process for the certification and re-certification of lead evaluators;
- 3) the process for ensuring inter-rater reliability; and
- 4) the nature (content) and the duration (how many hours, days) of such training.

Describe the process for training evaluators, including impartial and independent observers and peer observers, and certifying and re-certifying lead evaluators.

All lead evaluators and evaluators will be trained and certified by the Board of Education under the nine requirements prescribed in 30-3.10 of the Rules of the Board of Regents. Impartial independent observers will receive training on the three requirements prescribed in 30-3.10 of the Rules of the Board of Regents.

Training for all evaluators, lead evaluators, and independent evaluators will be conducted using resources and workshops made available through Eastern Suffolk BOCES. Initial training will consist of a minimum of three (3) school days throughout the school year. Inter-rater reliability is sustained through collaborative intra-District work as well as in the training outlined previously. The process of establishing and ensuring inter-rater reliability is ongoing through above trainings and as meeting agenda item.

Lead evaluators will be re-certified by the Board of Education annually attending training for a minimum of one (1) school day. Additionally, all evaluators and impartial independent observers will also be trained annually--one (1) school day--to maintain calibration levels consistent with district expectations.

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Task 11. Additional Requirements (Principals) - Tasks 11.1-11.9

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11.7) Assurances: Principal Evaluation

Please check all of the boxes below.

Assure that the district/BOCES shall compute and provide to the principal their score and rating for the Student Performance category, if available, and for the Principal School Visit category for the principal's Annual Professional Performance Review, in writing, no later than the last school day of the school year for which the principal is being measured, but in no case later than September 1 of the school year next following the school year for which the principal's performance is being measured.

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- Assure that the evaluation system will be used as a significant factor for employment decisions.
- ☑ Assure that principals will receive timely and constructive feedback as part of the evaluation process.
- Assure that the following prohibited elements listed in Education Law §3012-d(6) are not being used as part of any principal's evaluation: evidence of student development and performance derived from lesson plans, other artifacts of principal practice, and student portfolios, except for student portfolios measured by a State-approved rubric where permitted by the department; use of an instrument for parent or student feedback; use of professional goal-setting as evidence of principal effectiveness; any district or regionally-developed assessment that has not been approved by the department; and any growth or achievement target that does not meet the minimum standards as set forth in regulations of the Commissioner.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall compute and provide principals whose Student Performance Category measures are based, in whole or in part, on the grades 3-8 ELA/math State assessments and/or State-provided growth scores with their APPR transition scores and ratings as soon as practicable, but in no case later than September 1 of the school year next following the school year for which the principal's performance is being measured.
- Assure that, during the 2015-16 through 2018-19 school years, the district/BOCES shall provide such principals with their original composite rating by September 1 of the school year next following the school year for which the principal's performance is being measured, or as soon as practicable thereafter.

11.8) Assurances: Assessments

Please check all of the boxes below.

- Assure that, where applicable, if students in Common Core courses are taking both the 2005 Learning Standards and Common Core versions of the Regents Assessment, then the district/BOCES will use the higher of the two scores to determine whether a student has met his/her growth target.
- Assure that the amount of time devoted to traditional standardized assessments that are not specifically required by state or federal law for each classroom or program within a grade level does not exceed, in the aggregate, one percent of the minimum required annual instructional hours for the grade.
- Assure that individuals with vested interest in the outcome of their assessments are not involved, to the extent practicable, in the administration and scoring of those assessments.
- Assure that, where applicable, if your district/BOCES has indicated that more than one version of a Regents assessment for a content area will be used as the underlying evidence for an SLO, that the district/BOCES will only administer both assessments within the timeframes prescribed by the Commissioner. Where only one version of a Regents assessment for a content area is administered in a particular school year, assure that only that assessment will be used as the underlying evidence for an SLO.

11.9) Assurances Data

Please check all of the boxes below.

- Assure that SED will receive accurate teacher and student data, including enrollment and attendance data, and any other student, teacher, school, course, and teacher/student linkage data necessary to comply with regulations, in a format and timeline prescribed by the Commissioner.
- 🗷 Assure that the district/BOCES provides an opportunity for every classroom teacher to verify the subjects and/or student rosters assigned to them.
- ☑ Assure scores and ratings for all principals will be reported to NYSED for each category, as well as the overall rating, as per NYSED requirements.
- 🗷 Assure that enrolled students in accordance with policies for student assignment to schools and may not be excluded.
- Assure that procedures for ensuring data accuracy and integrity are being utilized.

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Task 12. Joint Certification of APPR Plan - Upload Certification Form

Page Last Modified: 07/11/2016

Task 12) Upload APPR District Certification Form

Please Note: SED Monitoring timestamps each revision and signatures cannot be dated earlier than the last revision. To ensure the accuracy of the timestamp on each task, please submit from Task 12 only.

Please obtain the required signatures, create a PDF file, and upload your joint certification of the APPR Plan using this form: APPR District Certification Form.

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APPR Certification June 2016.pdf

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DISTRICT CERTIFICATION FORM: Please download this form, sign and upload to APPR form

By signing this document, the school district or BOCES certifies that this document constitutes the district's or BOCES' complete Annual Professional Performance Review (APPR) Plan, that all provisions of the APPR that are subject to collective negotiations have been resolved pursuant to the provisions of Article 14 of the Civil Service Law and that such APPR Plan complies with the requirements of Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents and has been adopted by the governing body of the school district or BOCES. By signing this document, the collective bargaining agent(s) of the school district or BOCES, where applicable, certify that this document constitutes the district's or BOCES' complete APPR Plan, that collective negotiations have been completed on all provisions of the APPR that are subject to collective bargaining, and that such APPR Plan complies with the requirements of Education Law §3012-d and Subpart 30-3 of the Rules of the Board of Regents and has been adopted by the governing body of the school district or BOCES.

The school district or BOCES and its collective bargaining agent(s), where applicable, also certify that upon information and belief, all statements made herein are true and accurate and that any applicable collective bargaining agreements for teachers and principals are consistent with and/or have been amended and/or modified or otherwise resolved to the extent required by Article 14 of the Civil Service Law, as necessary to require that all classroom teachers and building principals will be evaluated using a comprehensive annual evaluation system that rigorously adheres to Education Law §3012-d as implemented by Subpart 30-3 of the Rules of the Board of Regents.

The school district or BOCES and its collective bargaining agent(s), where applicable, also certify that this APPR Plan is the district's or BOCES' complete APPR Plan and that such plan will be fully implemented by the school district or BOCES; that there are no collective bargaining agreements, memoranda of understanding, or any other agreements in any form that prevent, conflict, or interfere with full implementation of the APPR Plan; and that no material changes will be made to the Plan through collective bargaining or otherwise except with the approval of the Commissioner in accordance with Subpart 30-3 of the Rules of the Board of Regents.

The district/BOCES and its collective bargaining agent(s), where applicable, also certify that during the 2016-17 through 2018-19 school years, transition scores and ratings will be calculated for teachers and principals that exclude the results of grades 3-8 English Language Arts (ELA) and Math State assessments and any State-provided growth scores; that the district/BOCES will continue to provide teachers and principals with original APPR scores and ratings calculated based on the measures in their approved APPR plan without any modifications, substitutions, or replacements pursuant to §30-3.17 of the Rules of the Board of Regents during the transition period; and that original APPR scores and ratings will be provided for advisory purposes only, and will have no impact on employment decisions, including tenure determinations, or teacher and principal improvement plans.

The school district and its collective bargaining agent(s), where applicable, also acknowledge that if approval of this APPR Plan is rejected or rescinded for any reason, any State aid increases received as a result of the Commissioner's approval of this APPR Plan may be withheld or forfeited by the State pursuant to Education Law §3012-d(11), as added by Chapter 56 of the Laws of 2015.

The school district or BOCES and its collective bargaining agent(s), where applicable, also make the following specific certifications with respect to their APPR Plan:

- Assure that, during the 2015-16 through 2018-19 school years, the overall transition rating will be used as a significant factor in employment decisions, including tenure determinations and teacher and principal improvement plans;
- Assure that, during the 2016-17 through 2018-19 school years, the district or BOCES will continue to provide teachers
 and principals with original APPR scores and ratings calculated based on the measures described in this APPR plan
 without any modifications, substitutions, or replacements pursuant to §30-3.17 of the Rules of the Board of Regents;
- Assure that, during the 2016-17 through 2018-19 school years, original APPR scores and ratings will not be used as the basis for employment decisions and will only be used for advisory purposes;
- Assure that beginning in the 2019-2020 school year, the original overall APPR scoring pursuant to the district or BOCES
 approved APPR plan shall be used as the basis for employment decisions, including tenure determinations and teacher
 and principal improvement plans;
- Assure that the entire APPR review will be completed for each teacher or principal as soon as practicable, but in no
 case later than September 1 of the school year next following the school year for which the classroom teacher or
 building principal's performance is being measured;
- Assure that the district or BOCES shall compute and provide to the teacher/principal their score and rating on the
 Student Performance category, if available, for the Teacher Observation category or Principal School Visit Category for
 a teacher's or principal's annual professional performance review, in writing, no later than the last day of the school
 year for which the teacher or principal is being measured, but in no case later than September 1 of the school year
 next following the school year for which the teacher's or principal's performance is measured;
- Assure that the APPR Plan will be filed in the district office and made available to the public on the district's or BOCES'
 website no later than September 10th of each school year, or within 10 days after the plan's approval by the
 Commissioner, whichever shall later occur;

- Assure that accurate teacher and student data will be provided to the Commissioner in a format and timeline prescribed by the Commissioner;
- Assure that, during the 2016-17 through 2018-19 school year, the district or BOCES will continue to report both the
 original and transition individual category and subcomponent scores and the overall original and transition ratings to
 the State for each classroom teacher and building principal in a manner prescribed by the Commissioner;
- Certify that the district provides an opportunity for every classroom teacher and building principal to verify the subjects and/or student rosters assigned to them;
- Assure that teachers and principals will receive timely and constructive feedback as part of the evaluation process;
- Assure that any training course for lead evaluator certification addresses each of the requirements in the regulations, including specific considerations in evaluating teachers and principals of English language learners and students with disabilities;
- Assure that, during the 2016-17 through 2018-19 school years, any educators who receive a Developing or Ineffective rating on their overall transition rating will receive a Teacher Improvement Plan or Principal Improvement Plan, in accordance with all applicable statues and regulations, by October 1 in the school year following the school year in which such teacher's or principal's performance is being measured or as soon as practicable thereafter. Assure that, beginning in 2019-2020 school year, any educator who receives a Developing or Ineffective rating on their original overall rating pursuant to this APPR plan will receive a Teacher Improvement Plan or Principal Improvement Plan, in accordance with all applicable statutes and regulations, by October 1 in the school year following the school year for which such teacher's or principal's performance is being measured or as soon as practicable thereafter;
- Assure that such improvement plan shall be developed by the superintendent or his/her designee in the exercise of their pedagogical judgment;
- Assure that all evaluators and lead evaluators, including independent evaluators and peer evaluators, as applicable, will be properly trained and that lead evaluators will be certified and recertified as necessary in accordance with all applicable statutes and regulations;
- Assure that the district or BOCES has collectively bargained appeal procedures that are consistent with the statute and
 regulations and that they provide for the timely and expeditious resolution of an appeal to the district/BOCES;
- Assure that, for teachers, all observable NYS Teaching Standards/Domains of the selected practice rubric are assessed
 at least once a year across the total number of annual observations and, for principals, all observable ISLLC 2008
 Leadership Standards/Domains of the selected practice rubric are assessed at least once a year across the total
 number of annual school visits;
- Assure that it is possible for a teacher or principal to obtain each point in the scoring ranges, including 0, for each subcomponent and that the district and BOCES shall ensure that the process by which weights and scoring ranges are assigned to subcomponents and categories is transparent and available to those being rated before the beginning of each school year;
- Assure that if a second measure for the Student Performance category is locally selected, then the same locally selected measures of student growth across all classrooms in the same grade/subject in the district/BOCES must be used in a consistent manner to the extent practicable;
- Assure that all growth targets represent a minimum of one year of expected growth, as determined by the superintendent or another trained administrator;
- Assure that any material changes to this APPR Plan will be submitted to the Commissioner for approval by March 1 of each school year, on a form prescribed by the Commissioner, to the Commissioner for approval;
- Assure that the alternate SLOs described in Tasks 2 and 7 of this APPR plan will be used as the basis for certain teachers' and principals' transition APPR scores and ratings, where applicable and consistent with section 30-3.17 of the Rules of the Board Regents, during the 2016-17 through 2018-19 school years only;
- Assure that, beginning in the 2019-20 school year, no transition scores and ratings will be generated and the district or BOCES' original APPR Plan will apply to all classroom teachers and building principals as defined in the statute, regulations, and SED guidance without any modifications, substitutions, or replacements as a result of the requirements of §30-3.17 of the Rules of the Board of Regents;
- Assure that the district or BOCES will provide the Department with any information necessary to conduct annual
 monitoring pursuant to Subpart 30-3 of the regulations;
- Assure that the amount of time devoted to traditional standardized assessments that are not specifically required by
 State or Federal law for each classroom or program of the grade does not exceed, in the aggregate, one percent of the
 minimum in required annual instructional hours for such classroom or program of the grade; and
- Assure that the amount of time devoted to test preparation under standardized testing conditions for each grade does
 not exceed, in the aggregate, two percent of the minimum required annual instructional hours for such grade. Time
 devoted to teacher administered classroom quizzes or exams, portfolio reviews, or performance assessments shall not
 be counted towards the limits established by this subdivision. In addition, formative and diagnostic assessments shall
 not be counted towards the limits established by this subdivision and nothing in this subdivision shall be construed to
 supersede the requirements of a section 504 plan of a qualified student with a disability or Federal law relating to
 English language learners or the individualized education program of a student with a disability.

Superintendent Signature: Teachers Union President Signature: Date: Administrative Union President Signature: Date: Date:

Signatures, dates

Rocky Point UFSD Personnel Schedule for Board of Education Approval -07/14/16

Schedule 07- Schedule 7-14-16 -A Classified Staff

Last	First	Position	Bldg.	Rate	Amount	Date	Description/Comments
							Resignation for the purpose of accepting a
							probationary Teaching Assistant Level I
Chen	Yang	School Teacher Aide	MS	N/A	N/A	8/31/16 EOB	appointment.
_	L					_,,,,	Continuation of unpaid family medical leave of
Fougere	Daniel	Groundsman I	DW	N/A	N/A	7/1/16	absence commencing 7/1/16 through 8/1/16.
							Continuation of unpaid leave of absence for
_							medical reasons commencing 8/2/16 through
Fougere	Daniel	Groundsman I	DW	N/A	N/A	8/2/16	9/30/16.
							Full-time twelve-month contractual
				Annual -			appointment. Replaces D. Butler. Salary pro-
Masterson	Mark	Custodial Worker I	DW	Step 0	27,013	8/22/16	rated.
							Part-time (5 days per week, 3 hours per day)
				Hourly -			ten-month contractual appointment. Replaces
McDonald	Kimberly	School Lunch Monitor	DW	Step 0	\$10.25	9/1/16	V. Romano.
							Full-time contractual conditional leave
				Annual -			replacement appointment. Replaces D.
Miccio	James	Groundsman I	DW	Step 0	32,750	7/18/16	Fougere through 9/30/16.
							Part-time ten-month contractual conditional
							appointment. Two seven and one-half (7.5)
		Part-Time Weekend		Hourly -			hour shifts 2:15 PM to 10:30 PM. Replaces R.
Previtali	Alan	Custodian	DW	Step 0	10.25	9/3/16	Rusin.
Rieger	Dana	School Hall Monitor	FJC	N/A	N/A	6/30/16 EOB	Resignation for personal reasons
							Part-time twelve-month contractual conditional
							appointment. Two seven and one-half (7.5)
		Part-Time Weekend		Hourly -			hour shifts 3 PM to 11:15 PM. Replaces C.
Severin	Robert	Security Guard	DW	Step 0	18.00	7/23/16	Pannizzo.
Staudermann	Peggy Jean	Clerk-Typist	FJC	N/A	N/A	10/31/16 EOB	Resignation for the purpose of retirement

Rocky Point UFSD Personnel Schedule for Board of Education Approval -07/14/16

Schedule 07-14-16-B Certified Staff

				S	Salary	Effective	_
Last	First	Position	Bldg.	Rate	Amount	Date	Description/Comments
McCue	Jamie	Special Education Teacher	FJC	M-2	57,426	9/1/16	Continuation of part-time (.5) ten-month contractual appointment commencing 9/1/16 through 6/23/17. Salary pro-rated.
Walter	Meghan	Music Teacher	MS	M-4	62,072	9/1/16	Full-time ten-month probationary appointment commencing 9/1/16 through 8/31/20. The probationary expiration date will depend on the individual's APPR ratings. To receive tenure, Ms. Walter must have overall APPR ratings of effective or highly effective in at least three of four preceding years. If Ms. Walter receives an ineffective composite or overall APPR rating in her final year of probation,she will not be eligible for tenure at that time. New position.
					<u> </u>	0, 1, 10	Full-time ten-month probationary appointment
				Annual -			commencing 9/1/16 through 8/31/20. New
Altebrando	ToniAnn	Teaching Assistant Level I	DW	Step 1	17,810	9/1/16	position.
Capell	Daniel	Mathematics Teacher	HS	B-1	46,494	9/1/16	Part-time (.8) contractual position commencing 9/1/16 through 6/30/17. Salary pro-rated. New position.
- Сарон	<u> </u>	INGLIGHTANG TOGGTON	1.0		10, 10 1	0, 1, 10	Full-time ten-month probationary appointment
Chen	Yang	Teaching Assistant Level I	DW	Annual - Step 1	17,810	9/1/16	commencing 9/1/16 through 8/31/20. Replaces J. Sallemi.
		Instructional Observer					Formal and informal observations. 2016-2017
Kjaerbye	Barbara	Administrator	DW	Hourly	50.00	9/1/16	school year
Laviola	Elizabeth	Teaching Assistant Level I	DW	Annual - Step 1	17,810	9/1/16	Full-time ten-month probationary appointment commencing 9/1/16 through 8/31/20. New position.

Rocky Point UFSD Personnel Schedule for Board of Education Approval - 07/14/16

Schedule 07-14-16-C- Non-Teaching Substitutes

				Sala	ary	Effective	
Last	First	Position	Bldg.	Rate	Amount	Date	Description/Comments
Beaulieu	Brian	Substitute Custodian	DW	Hourly	TBD*	7/18/16	2016-2017 school year
Delgado	Gwendalina	Substitute Custodian	DW	Hourly	TBD*	7/18/16	2016-2017 school year
deGroot	Charlene	Substitute Registered Nurse	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Ford	Nancy	Substitute Registered Nurse	DW	Hourly	TBD*	8/30/16	2016-2017 school year
McEvilly	Marianne	Substitute Registered Nurse	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Szeli	Linda	Substitute Registered Nurse	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Messinetti	Maria	Substitute Teacher Aide	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Strauch	Maureen	Substitute Teacher Aide	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Strelecki	William	Substitute Teacher Aide	DW	Hourly	TBD*	8/30/16	2016-2017 school year
				•			,
Amalfitano	Jacqueline	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Drews	Wendy	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Falcon	Jennifer	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Genao	Denise	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Gilligan	Deborah	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Halliwell	Melany	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
lacona	Marlo	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Jones	Christine	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Knox	Megan	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Leversen	Kelli	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Loud-Carmody	Jacqueline	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Madurski	Bambie	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Maxwell	Susan	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
McGee	Mary	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Nugent	Linda	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Picone	John	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Pollard	Nancy	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year
Rhodes	Melissa	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year

Rigoulot	Shore	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year	
Salyer	Lori	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year	
Santana	Denise	Substitute Teacher Aide/Monitor	DW	Hourly	TBD*	8/30/16	2016-2017 school year	
*Hourly remuneration for the 2016-2017 school year to be determined at the Annual Organizational Meeting of the Board of Education								

Rocky Point UFSD Personnel Schedule for Board of Education Approval - 07/14/16

Schedule 07-14-16-D Teaching Substitutes

		_		Sa	lary	Effective]
Last	First	Position	Bldg.	Rate	Amount	Date	Description/Comments
		Per Diem Substitute Teacher/Teaching					
Aprile	Dana	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Bailey	Michael	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Barbaro	Corinne	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Bartley	Leanna	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
I		Per Diem Substitute Teacher/Teaching					
Berkowitz	Frances	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Berlin	Alyssa	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching				_ ,_ ,_ ,	
Bernard	Elizabeth	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
	_	Per Diem Substitute Teacher/Teaching				_ ,_ ,_ ,	
Bernier	Dana	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
	<u>_</u> .	Per Diem Substitute Teacher/Teaching				_ ,_ ,_ ,	
Blaising	Diana	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
_	l	Per Diem Substitute Teacher/Teaching				_ ,_ ,_ ,	
Bruno	Chelsea	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
0	0 1 :	Per Diem Substitute Teacher/Teaching	DVV	D "	TDD*	0/00/40	0040 0047
Cacciatore	Sabrina	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
• • • •	1.	Per Diem Substitute Teacher/Teaching	DVV	D "	TDD*	0/00/40	0040 0047
Cannistraci	Anna	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
0 ()	01	Per Diem Substitute Teacher/Teaching	DVV	5 "	TDD*	0/00/40	0040 0047 1 1
Catalano	Christina	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
0	lamaia	Per Diem Substitute Teacher/Teaching	D\(\alpha\)	Daile	TDD*	0/00/40	0040 0047 askaslusas
Cecere	Jennie	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Ob a ma		Per Diem Substitute Teacher/Teaching	D\(\alpha\)	Daile	TDD*	0/00/40	204C 2047 ashaal yeer
Cherry	James	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Opetalla (Hammissa)		Per Diem Substitute Teacher/Teaching	D\(\alpha\)	Daile	TDD*	0/00/40	204C 2047 ashaal yeer
Costello (Hennigan)	Elizabeth	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year

		Per Diem Substitute Teacher/Teaching					
Covello-Mazlin	Barbara	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching		-			
Danowski	Melissa	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Davis	Brittany	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
_		Per Diem Substitute Teacher/Teaching					
Davis	Jessica	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
	.,	Per Diem Substitute Teacher/Teaching				- / / -	
Davis	Karen	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
	1	Per Diem Substitute Teacher/Teaching	5147	6 ::		0/00/40	0040 0047
DeGonzague	Jessica	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Dillara	N 4 = m . = . = .	Per Diem Substitute Teacher/Teaching	DW	Daile	TDD*	0/00/40	204C 2047 ashaal yaar
Dillon	Maryanne	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Donnelly	Robert	Per Diem Substitute Teacher/Teaching Assistant	DW	Doily	TBD*	8/30/16	2016 2017 seheel yeer
Donnelly	Robert	Per Diem Substitute Teacher/Teaching	DVV	Daily	עפו	6/30/16	2016-2017 school year
Esmaelzada	Beth	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
ESITIAEIZAUA	Detti	Per Diem Substitute Teacher/Teaching	DVV	Daily	100	0/30/10	2010-2017 SCHOOL Year
Famighetti	Desiree	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Tamignetti	Desiree	Per Diem Substitute Teacher/Teaching	DVV	Daily	100	0/30/10	2010 2017 Gorioor year
Foley	Lauren	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
1 Oldy	Ladion	Per Diem Substitute Teacher/Teaching		Dany	155	0/00/10	2010 2011 Gollock year
Friedman	Brooke	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching			,	5, 5 5, 1 5	
Fullshire	Ross	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching		,			,
Gerrish	Roberta	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching		-			
Gregory	Nicholas	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Haff	Nicole	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching		_			
Hagen	Tracey	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
	1	Per Diem Substitute Teacher/Teaching				- / / -	
Harris	Jennifer	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
l		Per Diem Substitute Teacher/Teaching	DV4/	Б.;	TDD*	0/00/40	0040 0047
Henninger	Gerald	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year

		Per Diem Substitute Teacher/Teaching					
Johnson	Kevin	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Kane	Kelly	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Nane	Kelly	Per Diem Substitute Teacher/Teaching	DVV	Daily	100	0/30/10	2010-2017 School year
Khan	Aroona	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching		-			
Kincaid	Erika	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Lacey	Kerri	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Lawney	Erin	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Mancuso	Jessica	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Maricuso	Je3310a	Per Diem Substitute Teacher/Teaching	DVV	Daily	100	0/30/10	2010 2017 School year
Manfre	Michelina	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Manna	Victoria	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Marotta	Christopher	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching	514	6 "		0/00/40	0040 0047
Mazzeo	Irene	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
McFadden	Katherine	Per Diem Substitute Teacher/Teaching	DW	Daily	TBD*	8/30/16	2016 2017 ashaol year
MCFauden	Nathenne	Assistant Per Diem Substitute Teacher/Teaching	DVV	Daily	IDU	6/30/10	2016-2017 school year
Mejia	Adriana	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
,		Per Diem Substitute Teacher/Teaching		,			,
Mower	Katrina	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Mulligan	Mary	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
010 11	Deignag	Per Diem Substitute Teacher/Teaching	DW	Daile	TDD*	0/00/40	2010 2017 ashaal waar
O'Connell	Brianne	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
O'Connor	Kaitlia	Per Diem Substitute Teacher/Teaching	DW	Doily	TBD*	9/20/16	2016 2017 school year
O'Connor	Kaitlin	Assistant Per Diem Substitute Teacher/Teaching	DW	Daily	IBD	8/30/16	2016-2017 school year
Ordonez	Christine	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
0.401102	O I II I O II I O	Per Diem Substitute Teacher/Teaching	211	Dany	1	3,33,10	
Otero	Aimee	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year

		Per Diem Substitute Teacher/Teaching					
Parris	Mercedes	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Perry	Patricia	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
	1	Per Diem Substitute Teacher/Teaching				- / / -	
Petillo	Anthony	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
D	N. 1	Per Diem Substitute Teacher/Teaching	D)A/	5 "	TDD*	0/00/40	0040 0047
Petrosini	Nicole	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Di Trans	D	Per Diem Substitute Teacher/Teaching	DW	D - 11 -	TDD+	0/00/40	0040 0047 ask ask ask
Philipps	Dawn	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Dama	Daniella	Per Diem Substitute Teacher/Teaching	DW	Daile	TDD*	0/00/40	204C 2047 ashaal yaar
Renna	Danielle	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Rizzo	Michael	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
RIZZU	Michael	Per Diem Substitute Teacher/Teaching	DVV	Daily	IDU	6/30/10	2010-2017 School year
Rose	Jacqueline	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
11036	Jacqueilile	Per Diem Substitute Teacher/Teaching	DVV	Daily	100	0/30/10	2010-2017 SCHOOL Year
Ruta	Alyssa	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
rtata	Alyood	Per Diem Substitute Teacher/Teaching	DVV	Daily	100	0/30/10	2010 2017 donder year
Sabo	Brianna	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
Cabo	Briarina	Per Diem Substitute Teacher/Teaching	5,,	Dany	100	0/00/10	2010 2011 Golleel year
Santini	Lea	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching		2 0 y		3, 3, 3, 1, 5	
Saraceno	Christine	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Seabrook	Kaitlyn	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Sosnowy-Sabella	Joann	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching		•			
Stucchio	Stephanie	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Sullivan	Kelly	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Sullivan	Michelle	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching					
Sundahl	Gregory	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year
		Per Diem Substitute Teacher/Teaching				_ ,_ , ,	
Trieber	Stephanie	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year

		Per Diem Substitute Teacher/Teaching							
Trudden	Diane	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year		
		Per Diem Substitute Teacher/Teaching							
Villacis	Olga	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year		
		Per Diem Substitute Teacher/Teaching							
Zolzer	Vanessa	Assistant	DW	Daily	TBD*	8/30/16	2016-2017 school year		
*Daily remune	*Daily remuneration for the 2016-2017 school year to be determined at the Annual Organizational Meeting of the Board of Education								

Rocky Point UFSD Personnel Schedule for Board of Education Approval - 07/14/16

Schedule 07-14-16-E Co-Curricular Positions 2015/2016 and 2016/2017

				Sa	lary	Effective	
Last	First	Position	Bldg.	Rate	Amount	Date	Description/Comments
Nielsen	John	Home Tutor - Science	DW	Hourly	47.00	5/12/16	2015-2016 school year
Falcone	David	Additional Supervision-Ice Cream Social	JAE	Daily	47.00	7/1/16	2016-2017 school year
Settepani	Joseph	Best Buddies Club	MS	N/A	N/A	9/1/16	Appointment rescinded
Bane-Honan	Courtney	Best Buddies Club	MS	Annual	1,206.00	9/1/16	2016-2017 school year
Kistner	Christine	Be a Nicer Neighbor	HS	N/A	N/A	9/1/16	Resignation for personal reasons
Bonomi	Brooke	Be a Nicer Neighbor	HS	Annual	2,206.00	9/1/16	2016-2017 school year. Replaces C. Kistner
							ICARE/SHARP/ALC/AHS Liaison 2015/2016
Thomas	Kerri	Mathematics Teacher	DW	Hourly	20.00	5/23/16	school year
							ICARE/SHARP/ALC/AHS Liaison 2016/2017
Fasano	Joanna	Elementary Education Teacher	DW	Hourly	20.00	7/1/16	school year
Rand	Jason	Math Chairperson Grades 6-12	DW	Annual	12,000.00	7/1/16	2016-2017 school year
Nentwich	Christopher	Social Studies Chairperson Grades 6-12	DW	Annual	12,000.00	7/1/16	2016-2017 school year
Levine	Andrew	ELA Chairperson Grades 6-12	DW	Annual	12,000.00	7/1/16	2016-2017 school year
Nobre	Anthony	Science Chairperson Grades 6-12	DW	Annual	12,000.00	7/1/16	2016-2017 school year
Armine	Gregory	Special Area Chairperson Grades K-12	DW	Annual	6,169.00	7/1/16	2016-2017 school year
Iberger	Stacey	Math Chairperson Grades K-2	DW	Annual	5,365.00	7/1/16	2016-2017 school year
Friscia	Michael	Math Chairperson Grades 3-5	DW	Annual	5,365.00	7/1/16	2016-2017 school year
Fasano	JoAnna	Special Education Facilitator Grades K-12	DW	Annual	5,365.00	7/1/16	2016-2017 school year
Behringer	Jamie	Special Education Facilitator Grades 3-5	DW	Annual	5,365.00	7/1/16	2016-2017 school year
Shanahan	Sherin	Special Education Facilitator Grades 6-8	DW	Annual	5,365.00	7/1/16	2016-2017 school year
Messinetti	Margaret	Special Education Facilitator Grades 9-12	DW	Annual	5,365.00	7/1/16	2016-2017 school year
		Department Chair - Social Studies Grades					July and August 2016. Not to exceed five (5)
Nentwich	Christopher	6-12	DW	Daily	567.20	7/1/16	days
Rand	Jason	Department Chair - Math Grades 6-12	DW	Daily	567.23	7/1/16	July and August 2016. Not to exceed five (5) days

							July and August 2016. Not to exceed five (5)
Levine	Andrew	Department Chair - ELA Grades 6-12	DW	Daily	540.73	7/1/16	days
							July and August 2016. Not to exceed five (5)
Nobre	Anthony	Department Chair - Science Grades 6-12	DW	Daily	580.47	7/1/16	days
		Department Chair - Special Area Grades					July and August 2016. Not to exceed five (5)
Armine	Gregory	K-12	DW	Daily	500.98	7/1/16	days
Lizio	JoAnn	Chaperone	DW	Hourly	See Below***	9/1/16	2016-2017 school year
DeLucia	Donna	Chaperone	DW	Hourly	See Below***	9/1/16	2016-2017 school year
Rink	Rosalia	Chaperone	DW	Hourly	See below***	9/1/16	2016-2017 school year
Gabrinowitz	Joseph	Set PaintingHS	HS	N/A	N/A	9/1/16	Appointment rescinded
Gabrinowitz	Joseph	Set BuildingHS	HS	Annual	2,011	9/1/16	2016-2017 school year. Shared stipend
Meier	Seth	Set BuildingHS	HS	N/A	N/A	9/1/16	Appointment rescinded
Meier	Seth	Set PaintingHS	HS	Annual	1,341	9/1/16	2016-2017 school year
Walter	Meghan	Orchestra 6	MS	Annual	2,011	9/1/16	2016-2017 school yaer
		Additional SupervisionElementary					
Costa	Peter	Education Teacher	DW	Hourly	47.00	7/1/16	Interview Committee
Nobre	Anthony	Additional SupervisionScience Teacher	DW	Hourly	47.00	7/1/16	Interview Committee
							Special Education Consultant 2016-2017 school
Conner	Catherine	Additional SupervisionSpecial Education	DW	Hourly	47.00	9/1/16	year
Coello-Zichittella	Jessica	JV Volleyball	DW	Annual	4,427	7/15/16	Coaching appointment 2016-2017 school year
Sussillo	Conor	Varsity Volleyball	DW	Annual	5,633	7/15/16	Coaching appointment 2016-2017 school year
Moeller	James	MS Football	DW	Annual	4,024	7/15/16	Coaching appointment 2016-2017 school year
Capell	Daniel	JV Football	DW	Annual	4,561	7/15/16	Coaching appointment 2016-2017 school year
Bennett-Rosman	Alexa	JV Cheerleading - Fall	DW	Annual	4,427	7/15/16	Coaching appointment 2016-2017 school year
							2016-2017 school year. Not to exceed 20 hours
Donadoni	Christopher	Intramural Athletics	DW	Hourly	24.00	7/1/16	per program. Spring Track & Field
							2016-2017 school year. Not to exceed 20 hours
Donadoni	Christopher	Intramural Athletics	DW	Hourly	24.00	7/1/16	per program. Winter Track & Field
							2016-2017 school year. Not to exceed 20 hours
Marchetta	Anthony	Intramural Athletics	DW	Hourly	24.00	7/1/16	per program. Spring Track & Field
							2016-2017 school year. Not to exceed 20 hours
Marchetta	Anthony	Intramural Athletics	DW	Hourly	24.00	7/1/16	per program. Winter Track & Field
							2016-2017 school year. Not to exceed 20 hours
Mattia	John	Intramural Athletics	DW	Hourly	24.00	7/1/16	per program. Spring Track & Field

							2016-2017 school year. Not to exceed 20 hours
Mattia	John	Intramural Athletics	DW	Hourly	24.00	7/1/16	per program. Winter Track & Field
							2016-2017 school year. Not to exceed 20 hours
Mattia	John	Intramural Athletics	DW	Hourly	24.00	7/1/16	per program. Football
							Funding through additional supervision as per
							Appendix B of the negotiated agreement
							between the RPUFSD and the RPTA. Not to
Zaffino	Jennifer	Homeless Liaison	DW	Hourly	47.00	7/1/16	exceed \$2500.00.
Marte	Gina	Regular Education Teacher	DW	Hourly	79.14	7/1/16	Summer CSE/CPSE Committee Meetings
Prudenti	Valerie	Special Education Teacher	DW	Hourly	73.46	7/1/16	Summer CSE/CPSE Committee Meetings
							Summer CSE/CPSE committee
Haggerty	John	School Psychologist	DW	Hourly	86.71	7/1/16	meetings/testing
							Summer CSE/CPSE committee
Muchnik	Marc	School Psychologist	DW	Hourly	46.00	7/1/16	meetings/testing
							1st grade ~ E.L.L.A. Funded through general
Hartmann	Lydia	Curriculum Writing	DW	Hourly	47.00	7/14/16	fund and Title IIA Grant. Up to fifteen (15)
							hours. 2016/2017 school year.
							1 st grade~ E.L.L.A. Funded through general
Maggio	Michele	Curriculum Writing	DW	Hourly	47.00	7/14/16	fund and Title IIA Grant. Up to fifteen (15)
							hours. 2016/2017 school year.
							Grade 3 Report Card Rubric Writing Funded
Arnesen	Jaimie	Curriculum Writing	DW	Hourly	47.00	7/14/16	through general fund and Title IIA Grant.
Alliesell	Jannie	Curricularii Writing	DVV	riourly	47.00	7/14/10	Reduction in hours from ten (10) hours to five
							(5) hours for the 2016/2017 school year.
							Grade 4 Report Card Rubric Writing Funded
Arnesen	Jaimie	Curriculum Writing	DW	Hourly	47.00	7/14/16	through general fund and Title IIA Grant.
Amesen	Jannie	Curricularii Writing	DVV	riourly	47.00	1/14/10	Reduction in hours from ten (10) hours to five
							(5) hours for the 2016/2017 school year.
							Grade 5 Report Card Rubric Writing Funded
Arnesen	Jaimie	Curriculum Writing	DW	Hourly	47.00	7/14/16	through general fund and Title IIA Grant.
Amosch	Jannie	Curricularii vviiling	DW	ricurry	47.00	1/14/10	Reduction in hours from ten (10) hours to five
							(5) hours for the 2016/2017 school year.
							Grade 3 Report Card Rubric Writing Funded
Cooper	Leah	Curriculum Writing	DW	Hourly	47.00	7/14/16	through general fund and Title IIA Grant. Up to
							five (5) hours. 2016/2017 school year.

Cooper	Leah	Curriculum Writing	DW	Hourly	47.00	7/14/16	Grade 4 Report Card Rubric Writing Funded through general fund and Title IIA Grant. Up to five (5) hours. 2016/2017 school year.
Cooper	Leah	Curriculum Writing	DW	Hourly	47.00	7/14/16	Grade 5 Report Card Rubric Writing Funded through general fund and Title IIA Grant. Up to five (5) hours. 2016/2017 school year.
		Curriculum Writing excess of two hours: \$80.00; Junior/Senior	DW	Hourly	47.00	7/14/16	AP US History. Up to twenty (20) hours. 2016/2017 school year.

Rocky Point UFSD Personnel Schedule for Board of Education Approval -07/14/16

Schedule 07-14-16-F Community Education

		Position	Bldg.	Sa	alary	Effective Date	Description/Comments
Last	First			Rate	Amount		
NONE							-
							-