AGENDA ROCKY POINT PUBLIC SCHOOLS BOARD OF EDUCATION MEETING August 24, 2020

Reminder Regarding Public Comment:

- Public comment at meetings of the Board shall be restricted to civil discourse, free from disparaging remarks or inferences toward any person or organization. Speakers who fail to observe this protocol will be ruled out of order.
- A period of time not to exceed fifteen (15) minutes, unless extended at any given meeting by resolution of the Board, shall be provided prior to Board action on the agenda. Each speaker shall be limited to a maximum of three minutes. Speakers may not share, defer, or otherwise reallocate any or all of the three minutes afforded them.
- A period of time not to exceed thirty (30) minutes, unless extended at any given meeting by resolution of the Board, shall be provided subsequent to the completion of Board action on the agenda. Each speaker shall be limited to a maximum of three minutes. Speakers may not share, defer, or otherwise reallocate any or all of the three minutes afforded them.
- Speakers shall be ruled out of order if they attempt to speak about any specific student or employee, by name or title.

I Meeting called to Order:

Present:	Susan Sullivan, President
	Sean Callahan, Vice President
	Gregory Amendola, Trustee
	Edward Casswell, Trustee
	Jessica Ward, Trustee
	Scott O'Brien, Ed.D., Superintendent of Schools
	Susann Crossan, Assistant Superintendent

Christopher Van Cott, Assistant Superintendent for Business

Kelly White, District Clerk

Absent:

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II	HXPCI	ITIVA	Session
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At discuss	p.m. mot	ion made and second	led to adjourn to Ex	ecutive Session
	Motion	2 nd	Vote	
The Boar	rd returned to Oper	Session at		p.m.
Pledge of	Allegiance			
Superint	endent's Report			

CONSENT AGENDA

The items listed below are presented as part of the Consent Agenda which can be adopted by the Board of Education under a single motion followed by a second and then a formal vote. On the following page the Consent Agenda items are listed in their regular order within a group. Before an actual vote is taken, any Consent Agenda item may be removed by a Board member without a formal motion or second. If this occurs, the indicated resolution will be discussed during its regular order on the agenda and voted on individually.

III-VII Consent Agenda Items

BE IT RESOLVED, that the Board of Education accepts the following agenda items as one item.

- III: Minutes Regular Meeting June 22, 2020; Special Meeting July 2, 2020; Organizational Meeting/Regular Business Meeting July 9, 2020; Special Meeting July 28, 2020:
- IV: Treasurer's Reports June 2020
- V: Extra-Classroom Activity Account Treasurer's Report June 2020
- VI: Internal Claims Audit Report June and July 2020
- VII: Committees on Special Education Schedules 8-24-20-A and 8-24-20-B as recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.

Motion	2 nd	Vote

VIII Donation from Southwestern Fundraising (Formerly Great American)

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation from Southwestern Fundraising in the amount of \$20.00, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves the recommendation of the Superintendent of Schools, to increase the general fund budget by \$20.00 as a result of the donation.

BE IT FURTHER RESOLVED, that the following budget code be adjusted to reflect that increase:

A 2110 500 02 0000	\$20.00		
Motion	2^{nd}	Vote	

IX Donation A+ Rewards from Stop & Shop (Ahold)

\$413.29

A 2110 500 03 0000 (HS)

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation from Stop & Shop (Ahold) and the A+ School Rewards program in the amount of \$20.00, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves the recommendation of the Superintendent of Schools, to increase the general fund budget by \$413.29 as a result of the donation from Stop & Shop and the A+ School Rewards program.

BE IT FURTHER RESOLVED, that the following budget code be adjusted to reflect that increase:

	Motion	2 nd	Vote
X	Donation from	Ohiopyle Prints,	Inc.
			ion of the Superintendent of Schoo donation from Ohiopyle Prints, Inc
the recon		erintendent of Sch	Free School District hereby approvious, to increase the general fund
BE IT FU		ED, that the follow	ring budget code be adjusted to refle
A 2110 5	00 03 0000 (HS) \$	3.82	
	Motion	2 nd	Vote
XI	TEAM Rocky l	Point High School	Scholarship Donation
the Board	d of Education approve	es and accepts the	ion of the Superintendent of Schoo \$182.00 TEAM Rocky Point High be deposited to the Scholarship Fu

XII Surplus Equipment – Buildings & Grounds PE IT DESOLVED, that upon the recommendation of the Sure

			on of the Superintendent of Schoollowing attached list of equipme	
	Motion	2 nd	Vote	
XIII	Surplus Equi	pment - Technology		
			on of the Superintendent of Schoollowing attached lists of equipm	
	Motion	2 nd	Vote	
XIV	-	20, 3410, 5220, 5410,	on of Board of Education Polic , 5676, 5681, 6214, 7110, 7240 a	•
	· · · · · · · · · · · · · · · · · · ·		on reviews and re-adopts the follows, 7110, 7240, 7511 (second rea	_
Netv 3410 5220 5410 5676 5681 6214 7110 7240	vork, 1:1 Chrome Code of Conduct District Investme Purchasing Privacy and Sector School Safety P Probation and T Rocky Point Sch	ebooks, Computers, E et on School Property tents curity for Student Data lans enure hool District's Compress: Access and Challen	ts/Visitors to the District for Dis -Mail, and the Internet a and Teacher and Principal Data ehensive Attendance Plan ge	
	Motion	2 nd	Vote	
XV	Re-Adoption	of the 2020-2021 Sci	hool Calendar	
			tion of the Superintendent of Schehool calendar as presented.	iools,
	Motion	2 nd	Vote	

XVI Student Instructional Services Contract

the Board of Sullivan to ex Richard Yash McDonald, C beginning on	Education ap xecute the Ag nowitz for the Grade 11, to a Thursday, Se	proves and authorement between ir grandsons, Thattend Rocky Point premember 3, 2020	orizes the Board of n Rocky Point Scho omas McDonald, C nt High School for	Education President Susan bols and Mr. and Mrs. Grade 12, and Ryan the 2020-2021 school year iday, June 25, 2021. Tuition School Year.
Motio	on	2 nd	Vote	
XVII	Bid Award	l # 21-08 Boiler I	Maintenance & Ro	epair
that the Boar	d of Educatio Instrumentati	n award Bid #21 on Services, the	-08 Boiler Mainten	aperintendent of Schools, nance & Repair to onsible bidder meeting bid
Motio	on	2 nd	Vote	
XVIII	Bid Awar	d #21-09 Water	Treatment Progr	ams
that the Boa Chiller Wate	rd of Educater Treatment	ion award Bid # Programs to G	#21-09 Open Cool	Superintendent of Schools, ing Tower & Closed Loop ompany, the overall lowest hed.
	Motion	2 nd	Vc	ote
XIX	Emergency	Procurement -	- Middle School C	hiller Rental
General Mun mechanical s disrepair and students and temporary eq	stem (chillen has been dete staff warrants uipment in on	ection 103(4), and unit) at Rocky I ermined that the sthis emergency and the tomaintain it	emergency condition of the content o	nder the terms of NY ion exists related to the ol. The existing unit is in welfare of the District's ristrict is authorized to rent without the necessity of the sful repair has been
	IVIOLIOII	7	Vo	NC

XX 2019-20 Health Services Contract

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education and the Superintendent of Schools to enter into an agreement for health services for the 2019-2020 school year with the following district:

Three Villag	ge Central Scho	ol District		
	Motion	2 nd	Vote	
XXI	St. James T Instructiona	~	on at Mather – Hospita	al Based
the Board of contract wit	f Education auth h St. James Tut	norizes the Presider	dation of the Superinten at of the Board of Educa ion at Mather for hospit ached.	ation to enter into a
Mot	ion	2 nd	Vote	
XXII	Cleary Scho	ool for the Deaf 20	20-21 Agreement	
the Board of into a contra instructiona	f Education authact with Cleary all services for the Educational Prog	norizes the the Pres School for the Dear e 2020-2021 schoo grams, applicable la	dation of the Superintentident of the Board of Ed for special education solves as required under tw, and/or District Polic	ducation to enter tudents' applicable
XXIII	Agreement		VoteVote	
that the Boa an Agreem Association amount of S	ard of Education ent between the for the purpo \$750.00 per sch	authorizes the Pre e District and the se of approving a ool year paid to a	endation of the Superin sident of the Board of E Rocky Point School-R Supplemental Assista unit member assigned onal assistance needs as	Education to execute Related Professional nee Stipend in the to a child for a full
Mot	ion	2 nd	Vote	

XXIV Personnel

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the attached Personnel changes.

Mo	tion	2 nd	Vote	
XXV	New Busin	ess		
At	PM n	notion made and	seconded to go into Execut	tive Session to
discuss				
	Motion	2 nd	Vote	
XXVI	Executive S	Session (if neces	sary)	
At	PM, a motio	on was made by_	and seconded by_	to
go into Ex	ecutive Session	to discuss		
	Motion	2nc	Vote	
XXVII	Adjournme	ent		
I move that	the Board of E	ducation adjourr	ns the meeting at	PM
	Motion	$2^{\rm n}$	d Vote	

MINUTES ROCKY POINT PUBLIC SCHOOLS BOARD OF EDUCATION MEETING June 22, 2020

Mrs. Sullivan called the meeting to order at 6 p.m. via Zoom.

Present: Susan Sullivan, President

Sean Callahan, Vice President Gregory Amendola, Trustee Edward Casswell, Trustee Jessica Ward, Trustee

Scott O'Brien, Ed.D., Superintendent of Schools

Susann Crossan, Assistant Superintendent

Christopher Van Cott, Assistant Superintendent for Business Susan Wilson, Executive Director for Educational Services

Kelly White, District Clerk

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION

At 6:01 p.m. a motion was made by Ed Casswell, and seconded by Jessica Ward, to go into Executive Session to discuss confidential personnel matters.

All in favor – Motion carried 5-0

The Board returned to open session at 7:15 p.m.

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, items III – XLIX (with the exception of items XXXIX, XL, XLI and XLII which will be tabled) are approved as presented.

All in favor – Motion carried 5-0

CONSENT AGENDA

The items listed below are presented as part of the Consent Agenda which can be adopted by the Board of Education under a single motion followed by a second and then a formal vote. On the following page the Consent Agenda items are listed in their regular order within a group. Before an actual vote is taken, any Consent Agenda item may be removed by a Board member without a formal motion or second. If this occurs, the indicated resolution will be discussed during its regular order on the agenda and voted on individually.

III-IX CONSENT AGENDA ITEMS

BE IT RESOLVED, that the Board of Education accepts the following agenda items as one item.

III: Minutes – Regular Meeting May 19, 2020; Special Meeting May 28, 2020; Special Meeting June 9, 2020

IV Budget Transfer Summary – May 2020

V: Treasurer's Reports – May 2020

VI: Extra-Classroom Activity Account Treasurer's Report – May 2020

VII: Financial Reports – May 2020

VIII: Internal Claims Audit Report – May 2020

IX: Committees on Special Education Schedules 6-22-20-A and 6-22-20-B as recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.

All in favor – Motion carried 5-0

X LIVE LIKE SUSIE DONATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation of the Live Like Susie Scholarship, totaling \$500.00, as follows:

Maura McHugh-Andrews & Gerard Andrews \$500.00

All in favor – Motion carried 5-0

XI SOUND BEACH MUSIC SCHOLARSHIP DONATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education approves and accepts the scholarship donation from Sound Beach Music Inc. in the amount of \$500.00, to be deposited to the Scholarship Account U9016.

All in favor – Motion carried 5-0

XII PTA DONATION – VIRTUAL MOVING UP CEREMONIES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts donations from the Rocky Point PTA for the preparation and recording of virtual moving up ceremonies as performed by E3 Creative Resource Group for Rocky Point Middle School, Joseph A. Edgar Intermediate School and the Frank J. Carasiti Elementary School. The total donation is valued at \$3,750, which is \$1,250 per building. The PTA will pay vendor directly for these services.

XIII DONATION A+ REWARDS FROM STOP & SHOP (AHOLD)

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approve and accept the donation from Stop & Shop and the A+ School Rewards program in the amount of \$187.74, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves upon 187.74 as a result of the donation from Stop & Shop and the A+ School Rewards program.

Be it **FURTHER RESOLVED** that the following budget codes be adjusted to reflect that increase:

A2110 500 02 0000 (JAE) \$187.74

All in favor – Motion carried 5-0

XIV 2020-2021 OMNI RENEWAL SERVICES AGREEMENT

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 execute The Omni Group Renewal Services Agreement for the 2020-2021 school year, at the same current rate of \$34.00 per participant account.

All in favor – Motion carried 5-0

XV 2020-2021 BOCES COOPERATIVE BIDDING SERVICES PURCHASING CONTRACT

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education approves the resolution to participate in the BOCES Cooperative Bidding Purchasing Program for the 2020-2021 fiscal year on an "as needed" basis as per the attached Joint Municipal Cooperative Bidding Program Resolution (A).

All in favor – Motion carried 5-0

XVI TERRACES ON THE SOUND PROPERTY ASSOCIATION PRIVATE ROAD TRANSPORTATION AGREEMENT 2020-2021

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the Assistant Superintendent of Business to enter into an Agreement with Terraces on the Sound Property Association for District pupil transportation services on private roads within the community, as per the attached.

XVII RESOLUTION TO ADOPT THE 2020-2021 PROPERTY TAX REPORT CARD

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2020-2021 Rocky Point Union Free School District Property Tax Report Card as attached.

All in favor – Motion carried 5-0

XVIII BID #17-07 HS/MS CHILLER FULL MAINTENANCE CONTRACT EXTENSION FOR 2020-2021

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education renew the agreement with Carrier Corporation for the 2020-2021 fiscal year at no additional cost as per the attached.

All in favor – Motion carried 5-0

XIX BID #18-07 LAND CLEARING / TREE WORK SERVICES CONTRACT EXTENSION FOR 2020-2021

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education renew the agreement with Gallino & Sons Trucking for Land Clearing / Truck Work Services for the 2020-2021 fiscal year at no additional cost as per the attached.

All in favor – Motion carried 5-0

XX RFP #R19-01 EDUCATIONAL, BEHAVIORAL & RELATED SERVICES CONTRACT EXTENSION FOR 2020-2021

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education renew the agreements with the attached lists of providers for Educational, Behavioral & Related Services, for the 2020-2021 fiscal year at the same rates, terms and conditions as per RFP #R19-01, with the understanding that where multiple firms are approved for the same service, every effort will be made to assign work to the lowest cost provider first in accordance with the requirements of each student's IEP or 504 plan.

All in favor – Motion carried 5-0

XXI BID #19-04 HVAC MAINTENANCE & REPAIR CONTRACT EXTENSION FOR 2020-21

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education renew the agreement with Diam-N-Blu Mechanical for HVAC Maintenance and Repair for the 2020-2021 fiscal year at no additional cost as per the attached.

XXII BID #19-07 – UNIFORMS – CUSTODIAL & SECURITY CONTRACT EXTENSION FOR 2020-2021

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education renew the agreement with Woods Mens and Boys Clothing for Uniforms – Custodial & Security for the 2020-2021 fiscal year at no additional cost as per the attached.

All in favor – Motion carried 5-0

XXIII BID #19-09 STANDBY SERVICES FOR SNOW REMOVAL CONTRACT EXTENSION FOR 2020-2021

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education renew the agreement with Gallino & Sons Trucking for Standby Services for Snow Removal for the 2020-2021 fiscal year at no additional cost as per the attached.

All in favor – Motion carried 5-0

XXIV BID AWARD #21-01 – IN-CAR DRIVERS EDUCATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education award Bid#21-01 In-Car Drivers Education to Suffolk Auto Driving School, the overall lowest responsible bidder meeting bid specifications, at a rate of \$325.00 per student, as per the attached.

All in favor – Motion carried 5-0

XXV BID AWARD #21-02 LEXMARK OEM TONER CARTRIDGES & SUPPLIES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education award Bid #21-02 Lexmark OEM Toner Cartridges & Supplies to The Office Pal, the overall lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 5-0

XXVI AWARD RFP #R21-03 – STAFFING SERVICES FOR REGISTERED NURSE SUBSTITUTES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and appoints Homecare Therapies LLC / dba Horizon Healthcare Staffing, Health Source Group, and Serene Services Inc. / dba Serene Home Nursing Agency for registered nurse substitute services in accordance with the scope of services submitted in response to the District's request for proposal #R21-03 for the 2020-2021 school year with the understanding that substitute nurses will be sought from the lowest priced provider first, followed by providers in price order from lowest to highest.

XXVII BID AWARD #21-03 – FOOD SERVICE REFRIGERATION REPAIR

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education award Bid#21-03 Food Service Refrigeration Repair to Pro Cold East / Refrigeration Utilities, the overall lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 5-0

XXVIII BID AWARD #21-04 – DISTRICT PHONE SYSTEM MAINTENANCE FOR 2020-21

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education award Bid#21-04 District Phone System Maintenance to TMT – Excel Communication, the overall lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 5-0

XXIX BID AWARD #21-05 – DISTRICT NEC TELEPHONE SYSTEM – ADDS, MOVES & CHANGES FOR 2020-21

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education award Bid#21-05 District NEC Telephone System – Adds, Moves & Changes to TMT – Excel Communications, the overall lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 5-0

XXX BID AWARD #21-06 – ELECTRICAL SERVICES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education award Bid#21-06 Electrical Services to New York Trenchless, Inc., the overall lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 5-0

XXXI BID AWARD #21-07 – SIGNAGE – MANUFACTURE & INSTALL

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education award Bid#21-07 Signage – Manufacture & Install to Alley Cat Signs Design Co., Inc., the overall lowest responsible bidder meeting bid specifications, as per the attached.

XXXII REVOKE AGREEMENT – PARK EAST CONSTRUCTION CORP.

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby revokes the April 22, 2020 agreement with Park East Construction Corp. The District will not enter into a construction management contract with Park East and will utilize internal resources to oversee district-wide fire alarm installation projects.

All in favor – Motion carried 5-0

XXXIII LONG ISLAND NUTRITION DIRECTORS COOPERATIVE BID – 2020-2021 PARTICIPATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the resolution to participate in the Long Island Nutrition Directors Cooperative Bid for the 2020-2021 fiscal year, as attached.

All in favor – Motion carried 5-0

XXXIV SPECIAL EDUCATION SUMMER 2020 CONTRACT - CENTER MORICHES UFSD

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 a contract with Center Moriches Union Free School District for special education students participation in the Center Moriches 2020 Summer Special Education Program as required under applicable Individual Educational Programs, applicable law, and/or District Policy.

All in favor – Motion carried 5-0

XXXV AGREEMENTS FOR UNIVERSAL PRE-KINDERGARTEN SERVICES FOR THE 2020-2021 SCHOOL YEAR

BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to enter into Agreements with Step by Step Early Learning Center and Trinity Lutheran Nursery School for Universal Pre-Kindergarten services for the 2020-2021 school year, as per the attached.

All in favor – Motion carried 5-0

XXXVI WORKERS' COMPENSATION TPA & RISK SERVICES AGREEMENT FOR 2020-2021

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education approves the agreement with PMA Companies for Workers' Compensation Third-Party Administrator and Risk Service, at a flat annual claims handling fee of \$22,150, as per the attached.

XXXVII MEMORANDUM OF UNDERSTANDING BETWEEN THE ROCKY POINT UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION OF AND THE ROCKY POINT SCHOOL RELATED PROFESSIONALS' ASSOCIATION SUMMER EMPLOYEES

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 RPSRPA Summer Employees to revise summer working hours from 8:30 AM - 2:30 PM to 8:00 AM - 2:00 PM beginning July 2020.

All in favor – Motion carried 5-0

AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT SCHOOL-RELATED PROFESSIONALS' ASSOCIATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves an Agreement for the period of July 1, 2020 through June 30, 2021 between the Rocky Point School-Related Professionals' Association and the Rocky Point Union Free School District.

All in favor – Motion carried 5-0

XXXIX AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for the purpose of department chair persons at the elementary level in science (K-2 and 3-5), math (K-2, 3-5).

Resolution was tabled to be reconsidered at a later date.

XL AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for four (4) building-level special education facilitators (K-2, 3-5, 6-8, 9-12).

Resolution was tabled to be reconsidered at a later date.

XLI AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for the purpose of department chair persons in ENL/LOTE (K-12), Science (6-12), English (6-12), Social Studies (6-12), Math (6-12); one (1) Special Area Chairperson (Library K-12, Art K-12).

Resolution was tabled to be reconsidered at a later date.

XLII 2020-2026 ROCKY POINT TEACHERS' ASSOCIATION AGREEMENT RESOLUTION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board President is authorized to sign the updated 2020-2026 collective bargaining agreement between the District and the Rocky Point Teachers' Association.

Resolution was tabled to be reconsidered at a later date.

XLIII 2020-2026 ROCKY POINT ADMINISTRATORS' ASSOCIATION AGREEMENT RESOLUTION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board President is authorized to sign the updated 2020-2026 collective bargaining agreement between the District and the Rocky Point Administrators' Association.

All in favor – Motion carried 5-0

XLIV MEMORANDUM OF UNDERSTANDING BETWEEN THE ROCKY POINT UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION AND EDUCATIONAL ADVISORY ASSOCIATES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to enter into an agreement with Educational Advisory Associates to provide tutoring services for the 2020-2021 school year, as set forth within the attached agreement.

XLV RESOLUTION IN SUPPORT OF STATE AND FEDERAL SUPPORT FOR PUBLIC SCHOOLS TO PREVENT THE COVID-19 SHUTDOWN FROM DAMAGING EDUCATION IN NEW YORK STATE

WHEREAS, New York State has reported a \$13 billion budget deficit which has been exacerbated by declining state revenues due to the COVID-19 crisis.

WHEREAS, States need significant support from the federal government to help ensure the immediate continuation of important and essential services such as public education;

WHEREAS, the federal-state partnership is the lynchpin to responding and recovering from the COVID-19 crisis;

WHEREAS, the State has the primary responsibility to fund public education;

WHEREAS, Article XI Section 1 of New York State Constitution provides that "The legislature shall provide for the maintenance and support of a system of free common schools, wherein all the children of this state may be educated";

WHEREAS, state courts have upheld that the state has the legal responsibility to provide proper funding for public schools;

WHEREAS, the State on average provides less than 40% of the total revenues to school districts;

WHEREAS, public school districts are owed over \$3.8 billion in Foundation Aid for the 2020-21 school year;

WHEREAS, the legislature is considering multiple proposals that will raise much needed revenue for New York State, including increasing taxes on billionaires and multimillionaires;

NOW THEREFORE BE IT RESOLVED, that the Rocky Point UFSD requests that the elected leaders in the State of New York act to preserve education programs and related jobs to ensure that the COVID-19 crisis does not damage the quality of public education in our state;

RESOLVED FURTHER, that the Rocky Point UFSD urges the State Legislature to act and immediately pass legislation that will increase revenue before the end of this legislative session:

RESOLVED FURTHER, that we request the federal government to provide additional support to public education to assist states that have had revenue losses due to the COVID-19 crisis.

XLVI APPOINTMENT OF CHAPERONES, HOME TUTORS, LUNCH DUTY, ROCKY POINT STUDENT SUPPORT SERVICES TUTORS, ROCKY POINT STUDENT SUPPORT SERVICES LIAISONS, AND PROCTORS

BE IT RESOLVED, that the Rocky Point UFSD Board of Education approves all teachers to work as chaperones, lunch duty, home tutors, Rocky Point Student Support Services tutors, Rocky Point Student Support Services liaisons, and proctors for the 2020-2021 school year; and,

BE IT RESOLVED, that the Rocky Point UFSD Board of Education approves all teaching assistants to work as chaperones, lunch duty coverage, and proctors for the 2020-2021 school year.

All in favor – Motion carried 5-0

ABOLISHMENT OF THREE (3) TEACHER POSITIONS IN THE ELEMENTARY TENURE AREA, ONE (1) TEACHER POSITION IN THE SPECIAL EDUCATION TENURE AREA, ONE (1) TEACHER POSITION IN THE FOREIGN LANGUAGE AREA, AND ONE (1) PART-TIME MAINTENANCE MECHANIC III

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education, in accordance with Section 3013 of New York State Education Law, hereby abolishes three (3) positions in the tenure area of elementary, one (1) position in the tenure area of special education, one (1) in the tenure area foreign education, and

BE IT FURTHER RESOLVED, that the employments of the teachers possessing the least seniority within the tenure areas of the positions abolished shall be discontinued effective June 30, 2020, i.e., Aaron Kanige, Kelly McNeill, Amanda Miller, Donna Banigan and Francine Jacobellis, and

BE IT FURTHER RESOLVED, that the excessed teachers whose position has been abolished shall be placed on a Preferred Eligible List in accordance with Section 3013 of the New York State Education Law, and

BE IT FURTHER RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education, hereby abolishes (1) part-time maintenance mechanic III position effective June 30, 2020.

All in favor – Motion carried 5-0

XLVIII APPOINTMENT OF POLL CLERKS AND SUBSTITUTE POLL CLERKS FOR ANNUAL SCHOOL BUDGET VOTE/ELECTION

BE IT RESOLVED, that the Board of Education appoints Poll Clerks and Substitute Poll Clerks at an hourly rate of \$13.00 to sort ballots, beginning on June 1, 2020 and to tally and record ballots beginning on June 16, 2020 as per the attached list:

XLIX RESOLUTION TO ACCEPT THE RESULTS OF THE BUDGET VOTE/ELECTION OF TRUSTEES

BE IT RESOLVED, that the Board of Education accepts the results of the Budget Vote and Election of Trustee.

Proposition # 1 – School District Budget	Yes No	1961 952
Proposition # 2 – Capital Reserve Fund	Yes No	1998 893
Election of Trustee – Sean Callahan		1955
Election of Trustee – Kellyann Imeidopf		960
Election of Trustee – Jessica Ward		2094

All in favor – Motion carried 5-0

L PERSONNEL

Upon a motion made by Sean Callahan, and seconded by Ed Casswell, the following resolution was approved (with the exception of "E" in its entirety barring the COVID-19 graduation supervisors).

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the attached Personnel changes.

All in favor – Motion carried 5-0

LI NEW BUSINESS

Mrs. Sullivan inquired of the trustees if there was any new business they wished to discuss. There was no new business.

Mrs. Sullivan recognized the following people on their appointments:

Annika Johnsen – HS Science Teacher

Jill Ackermann – HS Science Teacher

Mrs. Sullivan also congratulated the following people on their retirement:

Lydia Avallone-Balfour – FJC Speech Teacher

Frank Centrone – MS Special Education Teacher

Linda Darcey – MS Teacher Aide

Nancy Hunter – HS Science Teacher

JoAnn Lizio – HS Teacher Aide

Vivien Leary – FJC Assistant Principal

Elizabeth Manger – SE Senior Office Assistant

Virginia Kelly-Gibbons – FJC Principal

Linda Murphy – JAE Principal

Rosalia Rink – HS Teacher Aide

Richard Robertson – FJC Custodian

Anna Spallina – MS Teacher Aide

Mrs. Sullivan recommended that community members visit the District website to view the tribute to honor them.

LII ADJOURNMENT

At 7:18 p.m. a motion was made by Ed Casswell, and seconded by Jessica Ward, to adjourn the meeting.

Mrs. Sullivan wished everyone a good evening.

Respectfully submitted,

Kelly White District Clerk

MINUTES ROCKY POINT PUBLIC SCHOOLS SPECIAL MEETING OF THE BOARD OF EDUCATION July 2, 2020

Susan Sullivan called the meeting to order at 5 p.m in the District Office conference room.

Present: Susan Sullivan, President

Sean Callahan, Vice President

Gregory Amendola, Trustee (arriving at 5:10 p.m.)

Jessica Ward, Trustee

Scott O'Brien, Ed.D., Superintendent of Schools

Susann Crossan Assistant Superintendent

Kelly White, District Clerk

Absent: Edward Casswell, Trustee

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION

At 5:02 p.m. a motion was made by Jessica Ward, and seconded by Sean Callahan to adjourn to Executive Session to discuss confidential personnel and contractual issues.

All in favor – Motion carried 3-0

The Board returned to Open Session at 6:50 p.m.

ADJOURNMENT

At 6:52 p.m. a motion was made by Gregory Amendola, and seconded by Jessica Ward to adjourn the meeting.

All in favor – Motion carried 4-0

Respectfully submitted,

Kelly White District Clerk

MINUTES

Annual Organizational Meeting and July 2020 Regular Business Meeting Rocky Point Schools - Board of Education July 9, 2020

I. OPENING OF MEETING BY DISTRICT CLERK

- **a.** The meeting was called to order at 7:01 p.m. in the high school auditorium.
- **b.** Gregory Amendola

Sean Callahan

Edward Casswell

Susan Sullivan

Jessica Ward

Scott O'Brien, Ed.D., Superintendent of Schools

Susann Crossan, Assistant Superintendent

Christopher Van Cott, Assistant Superintendent for Business

Kelly White, District Clerk

- c. Pledge of Allegiance to the Flag
- II. a. DISTRICT CLERK ADMINISTERS OATH OF OFFICE TO DR. SCOTT O'BRIEN
 - b. DISTRICT CLERK ADMINISTERS OATH OF OFFICE TO RE-ELECTED BOARD MEMBERS SEAN CALLAHAN AND JESSICA WARD

III. ELECTION OF OFFICERS

a. ELECTION OF THE PRESIDENT OF THE BOARD

(Ed. Law 1701, 2504, 2563)

The district clerk asked for nominations for the office of president of the Board of Education. Ed Casswell nominated, and Gregory Amendola seconded, Susan Sullivan for the office of president of the Board of Education. With no further nominations for the office of president, a roll call vote was taken for Susan Sullivan as Board of Education president.

All in favor - Motion carried 5-0

The oath of office was administered to Mrs. Sullivan by Kelly White, district clerk.

Chair relinquished by the district clerk to President Sullivan.

b. ELECTION OF VICE PRESIDENT OF THE BOARD

President Sullivan requested nominations for the office of vice president of the Board of Education. Gregory Amendola nominated, and Ed Casswell seconded, Sean Callahan for the office of vice president of the Board of Education. With no further nominations for the office of vice president, a roll call vote was taken for Sean Callahan as Board of Education vice president.

All in favor - Motion carried 5-0

The oath of office was administered to Mr. Callahan by Kelly White, district clerk.

Mrs. Sullivan reminded the meeting attendees of the public comment guidelines.

Mrs. Sullivan opened the floor to the meeting attendees for questions/comments.

There were no questions/comments at this time.

IV. ANNUAL APPOINTMENTS

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that the Board of Education make the following appointments for the 2020-2021 fiscal year at the annual expense indicated below:

	OFFICERS				
ITEM	POSITION	NAME	ANNUAL EXPENSE		
1	District Clerk	Kelly White	\$17,365 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	\$18,900 per year for weekly service		
	N	ON-OFFICERS			
	POSITION	NAME	ANNUAL EXPENSE		
6	Tax Collector	Virginia Holloway	No additional compensation beyond contractual wages		

7	Treasurer—Extra Classroom Activities Accounts	Linda Bilski	\$7,841 per year
8	External Auditors	R.S. Abrams & Co.	\$32,000 per year
9	Internal Auditor	Nawrocki Smith, LLP	\$18,500 per year
10	General/Labor Counsel	Kevin Seaman, Esq.	Yearly retainer fee: \$25,000. Per hour fee of \$200 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); Concussion Specialists (at no cost to the district): Jennifer Gray, DO, Anuja Korlipara, MD, Mark Harary, MD, and Hayley Queller, MD, Danielle DeGiorgio, DO, and Brett Silverman, MD, of the St. Charles Hospital ImPACT Program	As per contracts – Rocky Point Medical Care and ThinkSMART ImPACT Program at no cost to district
13	Purchasing Agent	Debra Hoffman	\$29,363 per year
14	Deputy Purchasing Agent	Christopher Van Cott	No additional compensation beyond contractual wages
15	Audit Committee Members	Gregory Amendola, Edward Casswell, Susan Sullivan, Jessica Ward, Sean Callahan	N/A
16	Incarcerated Youth/Designated Educational Official	Susan Wilson	No additional compensation beyond contractual wages
17	Homeless and Foster Children and Youth	Jennifer Zaffino, Coordinator Amy Canzanella, Liaison	As per BOE appointment
18	FERPA Officer	Susan Wilson	No additional compensation beyond contractual wages
19	Medicaid Compliance Officer	Susann Crossan	No additional compensation beyond contractual wages
20	Section 504 Coordinators	Jonathan Hart (RPHS), James Moeller (RPMS), Scott Bullis (JAE), Jason Westerlund (FJC), Kristen White (District)	No additional compensation beyond contractual wages

		,	T
21	Title IX Coordinators / Complaint Officers	Susan Wilson, Susann Crossan, Christopher Van Cott, and District General Counsel	No additional compensation beyond contractual wages for employee coordinators; as per contract for General Counsel No additional
22	Americans with Disabilities Act (ADA) Coordinator	Susann Crossan	no additional compensation beyond contractual wages
23	Records Management Officer	Christopher Van Cott	No additional compensation beyond contractual wages
24	Records Access Officer	Christopher Van Cott	No additional compensation beyond contractual wages
25	Records Appeal Officer	Dr. Scott O'Brien	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	Jonathan Hart (RPHS), James Moeller (RPMS), Scott Bullis (JAE), Jason Westerlund (FJC)	No additional compensation beyond contractual wages
33	Dignity Act Coordinators	Jonathan Hart (RPHS); Michael Gabriel (RPHS); Lauren Neckin (RPHS); James Moeller (RPMS); Dawn Meyers (RPMS);Scott Bullis (JAE); Dr. Courtney Herbert (JAE); Jason Westerlund (FJC); Linda Greening (FJC); Susann Crossan (District-wide)	No additional compensation beyond contractual wages

34	Certifier of Payrolls	Dr. Scott O'Brien	No additional compensation beyond contractual wages
35	Chief Privacy Officer	Susan Wilson	No additional compensation beyond contractual wages
36	Data Protection Officer	Susan Wilson	No additional compensation beyond contractual wages
35	Residence Determination Designee	Susan Wilson	No additional compensation beyond contractual wages
36	ESSA-Funded ProgramsCoordinator	Susan Wilson	No additional compensation beyond contractual wages
37	Migrant Student Data Point of Contact	Susan Wilson	No additional compensation beyond contractual wages
38	Neglected/DelinquentTransition Liaison	Susan Wilson	No additional compensation beyond contractual wages
39	District Emergency Management Coordinator	Charles Delargy	No additional compensation beyond contractual wages
40	Districtwide School Safety Team	As indicated in the BOE- approved Safety Plan	NA

All in favor - Motion carried 5-0

V. DESIGNATIONS

A. OFFICIAL BANK DEPOSITORY - ALL FUNDS

(Ed. Law 2129, 2130; Comm. Reg. 170.2)

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that the following Banks and/or Trust Companies be and are hereby designated as the official depositories for the district funds during the school year 2020-2021:

- Chase Manhattan Bank
- TD Bank
- Capital One Bank
- Bridgehampton National Bank
- Sterling National Bank

B. REGULAR MONTHLY MEETINGS

(Ed. Law 1708 (quarterly), 2504)

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that the regular business school board meetings for the 2020-2021school year be held at times and locations to be identified prior to date of each meeting, on the following dates:

August 24, 2020	Regular Meeting
September 21, 2020	Regular Meeting
October 19, 2020	Regular Meeting
November 16, 2020	Regular Meeting
December 14, 2020	Regular Meeting
January 11, 2021	Regular Meeting
February 8, 2021	Regular Meeting
March 15, 2021	Regular Meeting
April 20, 2021	Regular Meeting / BOCES Budget Vote and Elections
May 4, 2021	Public Hearing (Budget) (Ed. Law 2018 (5))
May 18, 2021	Regular Meeting & Budget Vote/Election (Ed. Law 2022-a)
June 14, 2021	Regular Meeting
July 8, 2021	2021-2022 Organizational Meeting/Regular Meeting

All in favor - Motion carried 5-0

C. DISTRICT ANNUAL PUBLIC HEARING/BUDGET VOTE/ELECTION (Ed. Law 2022-a; Ed. Law 2018 (5))

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that pursuant to Section 2022-a of the Education Law the third Tuesday in May (May 18, 2021) is hereby designated as the date of the Annual Meeting to vote upon the appropriation of the necessary funds to meet the estimated expenditures of the school district, on any propositions involving the expenditure of money or authorizing the levy of taxes, and for the election of the members of the Board of Education; and that the 4th day of May 2021, is hereby designated as the District Public Hearing date to review the proposed budget that will be voted upon on May 18, 2021.

All in favor - Motion carried 5-0

D. OFFICIAL NEWSPAPERS

(Ed. Law 2004; Gen. Municipal Law 103)

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that the official school district newspapers designated for legal notices are *The Village Beacon Record*, *The Long Island Business News* and *Newsday* for the 2020-2021 school year.

All in favor - Motion carried 5-0

VI. OTHER APPOINTMENTS

A. COMMITTEE/SUBCOMMITTEE ON SPECIAL EDUCATION:

(Comm. Reg. Subchapter P, Part 200)

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Committee/Subcommittee on Special Education in accordance with the provisions of the Education Law, Section 4402. The following people and positions are recommended for Board of Education approval for the 2020-2021 school year:

Chairperson Andrea Moscatiello Kristen White Chairperson Susan Randazzo Chairperson Chairperson Krista Legge Alternate Chairperson Mark Muchnik Alternate Chairperson Diana Konsky Alternate Chairperson Juliet Williams Alternate Chairperson Meredith Picone

Student's Teacher as per Education Law 4402

Jenny Andersson Alternate Parent Member Alternate Parent Member Mary Anne Palmese Alternate Parent Member Michelle Meyers School Psychologist Mark Muchnik School Psychologist Diana Konsky 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)

All in favor - Motion carried 5-0

B. APPOINTMENTS TO THE COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was 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 2020-2021 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 2020-2021 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 2020-2021 school year:

Andrea Moscatiello Chairperson Chairperson Kristen White Chairperson Susan Randazzo Chairperson Krista Legge Alternate Chairperson Mark Muchnik Alternate Chairperson Jennifer Wafer Juliet Williams Alternate Chairperson Alternate Chairperson Meredith Picone

Student's Teacher as per Education Law 4402

Alternate Parent Member Jenny Andersson Alternate Parent Member Mary Anne Palmese Alternate Parent Member Michelle Meyers School Psychologist Mark Muchnik School Psychologist Diana Konsky 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)

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.

C. SURROGATE PARENT:

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was 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 2020-2021 school year to serve as a Surrogate Parent:

Jenny Andersson Mary Anne Palmese

All in favor - Motion carried 5-0

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 Jessica Ward, and seconded by Ed Casswell, the following resolution was 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) 2020-2021COMPENSATION SCHEDULE FOR IMPARTIAL HEARING OFFICERS

BE IT FURTHER RESOLVED, that the Rocky Point Board of Education approves the 2020-2021Compensation 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 2020-2021 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.

All in favor - Motion carried 5-0

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 Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that Dr. Scott O'Brien, Chief School Officer, be hereby authorized as district representative to file all applications in compliance with Federal and State regulations and grants for the 2020-2021school year.

B. AUTHORIZATION TO APPROVE CONFERENCES, WORKSHOPS, ETC. REQUESTS (General Municipal Law 77.b)

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that Dr. Scott O'Brien, Superintendent of Schools, and/or his designee, be authorized to approve all conferences, workshops, etc. requests for school district staff members for the 2020-2021 school year.

All in favor - Motion carried 5-0

C. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS (Comm. Reg. 170.4)

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that the Administration be authorized to establish petty cash funds for the 2020-2021school year as follows:

Central Office – Dr. Scott O'Brien	\$100.00
Business Office – Christopher Van Cott	\$100.00
Rocky Point High School – Jonathan Hart	\$100.00
Rocky Point Middle School – James Moeller	\$100.00
Joseph A. Edgar School – Scott Bullis	\$100.00
Frank J. Carasiti Elementary School – Jason Westerlund	\$100.00

All in favor - Motion carried 5-0

D. DESIGNATION OF AUTHORIZED SIGNATURES ON CHECKS (Ed. Law 1709-29; Comm. Reg., 170.4)

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that Virginia Holloway, School District Treasurer, be authorized to sign checks for the 2020-2021school year, and that Linda Bilski, Deputy School District Treasurer, and Christopher Van Cott, Assistant Superintendent for Business, and Dr. Scott O'Brien, Superintendent of Schools, be authorized to sign checks for the 2020-2021school 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 Assistant Superintendent for Business.

E. AUTHORIZATION FOR CHIEF SCHOOL OFFICER and ASSISTANT SUPERINTENDENT FOR BUSINESS TO APPROVE BUDGET TRANSFERS (Ed. Law 1720, 2523)

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that, pursuant to Commissioner's Regulation Section 170.2 and accordance with Board of Education policy number 5330, Dr. Scott O'Brien, Chief School Officer and Christopher Van Cott, Assistant Superintendent for Business be authorized to approve budget transfers during the 2020-2021 school year.

All in favor - Motion carried 5-0

F. AUTHORIZATION FOR USE OF CHECK SIGNER

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that the Deputy School District Treasurer and the School District Treasurer shall have use of their own check signer with USB flash drive devices containing the signature of the Deputy School District Treasurer and the School District Treasurer, respectively.

All in favor - Motion carried 5-0

G. AUTHORIZATION TO INVEST DISTRICT FUNDS

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that Virginia Holloway, District Treasurer, during the school year 2020-2021, and in her absence, Linda Bilski, Deputy District Treasurer, be authorized to invest district funds in accordance with the applicable state laws - Ed. Law 1723 (a).

All in favor - Motion carried 5-0

H. AUTHORIZATION TO ENTER INTO AGREEMENT FOR COOPERATIVE EDUCATIONAL SERVICES WITH EASTERN SUFFOLK BOCES

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education enters into an agreement for Cooperative

Educational Services with the Eastern Suffolk BOCES for fiscal year 2020-2021 at an estimated cost of \$8,673,838.80 subject to change based on the actual needs for programs and services during the 2020-2021school year.

All in favor - Motion carried 5-0

VIII. OTHER ITEMS

A. BONDING SUPERINTENDENT OF SCHOOLS, SCHOOL DISTRICT TREASURER, DEPUTY SCHOOL DISTRICT TREASURER, ASSISTANT SUPERINTENDENT FOR BUSINESS, AND ALL OTHER EMPLOYEES

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that the Superintendent of Schools, Assistant Superintendent for Business, School District Treasurer, Deputy School District Treasurer, School District Clerk and Director of Child Nutrition shall be bonded at a minimum of \$1,500,000.00; Extra-Class Activity Treasurer and Board of Education President shall be bonded at a minimum of \$200,000.00, and all other employees shall be bonded at a minimum of \$100,000.00.

All in favor - Motion carried 5-0

B. ESTABLISH MILEAGE REIMBURSEMENT RATE (Ed. Law 2118)

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that the Board of Education establishes the mileage rate for reimbursement to school district employees for school business mileage at the prevailing Internal Revenue Service rate per mile during the 2020-2021 school year.

All in favor - Motion carried 5-0

C. REVIEW AND RE-ADOPTION OF BOARD OF EDUCATION POLICY NUMBERS (first reading)

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that the Board of Education reviews and re-adopts the following policies 3120, 3410, 5220, 5410, 5676, 5681, 6214, 7110, 7240 and 7511 (*first reading*):

- 3120 Acceptable Use Policy Staff/Students/Visitors to the District for District Network, 1:1 Chromebooks, Computers, E-Mail, and the Internet
- 3410 Code of Conduct on School Property
- 5220 District Investments
- 5410 Purchasing
- 5676 Privacy and Security for Student Data and Teacher and Principal Data
- 5681 School Safety Plans
- 6214 Probation and Tenure
- 7110 Rocky Point School District's Comprehensive Attendance Plan
- 7240 Student Records: Access and Challenge
- 7511 Immunization of Students

All in favor - Motion carried 5-0

D. ESTABLISH THE SUBSTITUTE RATE OF PAY SCHEDULE

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that the Board of Education establish the following substitute rate of pay schedule for the 2020-2021 fiscal year:

Non-Instructional Staff:

The transfer to the state of th	
Clerical	\$ 14.00 per hour
Custodial	\$ 15.00 per hour
Groundskeeper I	\$ 15.00 per hour
Food Service Worker	\$ 14.00 per hour
School Health Aide	\$ 14.00 per hour
Guard	\$ 18.30 per hour
Teacher Aide/ Hall Monitor/Monitor	\$ 14.00 per hour
School Nurse	\$ 28.00 per hour
Maintenance Mechanic II	\$ 18.86 per hour
School Communications Coordinator	\$ 25.00 per hour

Budget Hearing/Vote/Election Staff:

Chief Inspector	\$15.00 per hour
Board of Registration	\$14.00 per hour
Teller	\$14.00 per hour
Poll Clerk	\$14.00 per hour
Substitutes for above	\$14.00 per hour

Teaching/Teaching Assistant Staff:

A. Substitute Teacher/Teaching Assistant per diem daily rate of \$125

- B. In cases where the Substitute Teacher/Teaching Assistant assignment lasts thirty (30) continuous days or more for the same teacher, the substitute will be paid at a per diem rate of \$225 beginning on day thirty-one (31).
- C. Preferred Substitute Teachers/Teaching Assistants will earn a per diem rate of \$150.

E. ROCKY POINT SCHOOL-LEVEL AND DISTRICT SAFETY PLANS

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and adopts the Rocky Point Schoollevel and District Safety Plans.

All in favor - Motion carried 5-0

F. ADOPTION OF PURCHASING MANUAL

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Purchasing Manual, as attached.

All in favor - Motion carried 5-0

G. OPENING/CLOSING OF DISTRICT BANK ACCOUNTS

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that the Board of Education authorizes the Superintendent of Schools, Assistant Superintendent for Business and/or District Treasurer to open and close bank accounts as necessary to fulfill the banking needs of the district.

All in favor - Motion carried 5-0

H. STUDENT ACTIVITY CONTRACTS

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Purchasing Agent to enter into contracts for services to be provided for events and activities of district-sponsored clubs and organizations, as well as those sponsored by the district, in accordance with the attached schedule.

All in favor - Motion carried 5-0

I. AUDIT COMMITTEE CHARTER

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was 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.

J. AUTHORIZATION – SCHOOL BOARD MEMBERSHIP DUES

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that the School Board membership indicated below is hereby authorized for the 2020-2021 fiscal year, with associated estimated costs as follows:

Nassau/Suffolk School Boards Association \$3,475.00

All in favor - Motion carried 5-0

K. RESOLUTION IN OPPOSITION TO FIELD TESTING

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was 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 2020-2021 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 2020-2021 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.

Motion carried 4-0 1 Abstention – Ed Casswell

L. RECERTIFICATION OF QUALIFIED LEAD EVALUATORS AND EVALUATORS FOR TEACHERS AND PRINCIPALS

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education, hereby recertifies Susan Wilson, Kristen White, Susann Crossan, Jonathan Hart, Michael Gabriel, Lauren Neckin, James Moeller,

Dawn Meyers, Scott Bullis, Dr. Courtney Herbert, Charles Delargy, Jason Westerlund, Linda Greening, Andrea Moscatiello, Dawn Meyers, Susan Randazzo, Krista Legge, Melinda Brooks, 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.

All in favor - Motion carried 5-0

M. ADOPTION OF 2021-2022 BUDGET DEVELOPMENT CALENDAR

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2021-2022 Budget Development Calendar as attached.

All in favor - Motion carried 5-0

N. DONATION A+ REWARDS FROM STOP & SHOP (AHOLD)

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation from Stop & Shop and the A+ School Rewards program in the amount of \$1,459.68, as per the attached,

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves upon the recommendation of the Superintendent of Schools, to increase the general fund budget by \$1,459.68 as a result of the donation from Stop & Shop and the A+ School Rewards program.

BE IT FURTHER RESOLVED, that the following budget code be adjusted to reflect that increase.

A2110 500 06 0000 (MS) \$1,459.68

All in favor - Motion carried 5-0

Mrs. Sullivan thanked Stop & Shop for their donation.

O. EAGLE SCOUT PROJECT DONATION OF CROSS-COUNTRY EQUIPMENT COMPARTMENT STORAGE UNIT

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation of a Cross-Country Equipment Compartment Storage Unit from Eagle Scout Nicholas Accetta, per the attached.

All in favor - Motion carried 5-0

Mrs. Sullivan thanked Nicholas and the Eagle Scouts for their donation.

P. ROCKY POINT PTA DONATION FOR GRADUATION FLOWERS (HS)

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the \$300.00 donation from the Rocky Point PTA, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves upon the recommendation of the Superintendent of Schools, to increase the general fund budget by \$300.00 as a result of the donation from the Rocky Point PTA.

BE IT FURTHER RESOLVED, that the following budget codes be adjusted to reflect that increase:

A2020 500 03 0000 (HS) \$300.00

All in favor - Motion carried 5-0

Mrs. Sullivan thanked the PTA for their donation.

Q. DONATION OF AIR PURIFIER

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation of a Homedics Model; AP-T30 Medium Room Air Purifier from Melinda Brooks, a Rocky Point Schools employee, valued at approximately \$200.

All in favor - Motion carried 5-0

R. INTERFUND TRANSFER TO SCHOOL LUNCH FUND/ORDINARY CONTINGENT EXPENSE

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

WHEREAS, the Board of Education of the Rocky Point Union Free School District has determined the need to provide financial support to the School Lunch Fund due to lost revenues caused by the COVID-19 pandemic closure in the form of an Interfund Transfer from the General Fund.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby declares this action to be an ordinary contingent expense in an amount not to exceed \$400,000 and authorizes the Assistant Superintendent to fund such expense by making the appropriate and necessary transfer(s) between budgetary appropriation codes.

All in favor - Motion carried 5-0

S. MEMORANDUM OF AGREEMENT BETWEEN THE BOARD OF EDUCATION AND VIRGINIA GIBBONS

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

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 execute a Memorandum of Agreement between the District and Virginia Gibbons in accordance with existing provisions of her Agreement effective July 9, 2020, as per the attached.

All in favor - Motion carried 5-0

T. MEMORANDUM OF AGREEMENT BETWEEN THE BOARD OF EDUCATION AND LINDA MURPHY

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

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 execute a Memorandum of Agreement between the District and Linda Murphy in accordance with existing provisions of her Agreement effective July 9, 2020, as per the attached.

All in favor - Motion carried 5-0

U. AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

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 execute an Agreement between the Board of Education and the Rocky Point Teachers' Association, as per the attached.

All in favor - Motion carried 5-0

V. AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an Agreement between the District and the Rocky Point Teachers' Association for the purpose of allowing a teacher to be scheduled for four consecutive teaching periods.

All in favor - Motion carried 5-0

W. AGREEMENT BETWEEN THE ROCKY POINT UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION AND THE ROCKY POINT TEACHERS' ASSOCIATION

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an Agreement between the District and the Rocky Point Teachers' Association for the purpose of providing compensation to select teachers who attend the AP Institute during summer 2020.

All in favor - Motion carried 5-0

X. AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for the purpose of department chair persons at the elementary level in science (K-2 and 3-5), math (K-2, 3-5).

Motion carried 4-1 Sean Callahan opposed

Y. AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for four (4) building-level special education facilitators (K-2, 3-5, 6-8, 9-12).

All in favor - Motion carried 5-0

Z. AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE ROCKY POINT TEACHERS' ASSOCIATION

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for the purpose of department chair persons in ENL/LOTE (K-12), Science (6-12), English (6-12), Social Studies (6-12), Math (6-12); one (1) Special Area Chairperson (Library K-12, Art K-12).

Motion carried 4-1 Sean Callahan opposed

AA. 2020-2026 ROCKY POINT TEACHERS' ASSOCIATION AGREEMENT RESOLUTION

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board President is authorized to sign the updated 2020-2026 collective bargaining agreement between the District and the Rocky Point Teachers' Association.

Motion carried 4-0 1 Abstention - Sean Callahan

AB. AGREEMENT WITH NEW YORK SCHOOLS INSURANCE RECIPROCAL (NYSIR)

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education President is authorized to sign a new subscriber agreement with the New York Schools Insurance Reciprocal (NYSIR) to provide general liability, property, inland marine, school board legal liability, crime, equipment malfunction and automobile insurance coverages.

All in favor - Motion carried 5-0

AC. OPTION TO EXTEND LEASE AGREEMENT WITH THE NORTH SHORE YOUTH COUNCIL

Upon a motion made by Ed Casswell, and seconded by Gregory Amendola, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the District is hereby authorized to extend the terms of the existing lease agreement with the North Shore Youth Council for one additional year. The renewed lease term will commence September 1, 2020 and run through August 31, 2021.

All in favor - Motion carried 5-0

AD. SPECIAL EDUCATION 2020-21 CONTRACT - NYSARC, INC. – SUFFOLK (AHRC)

Upon a motion made by Gregory Amendola, and seconded by Sean Callahan, the following resolution was offered:

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 a contract with NYSARC, Inc. - Suffolk (AHRC) for

special education instructional services for the 2020-2021 school year as required under applicable Individual Educational Programs, applicable law, and/or District Policy.

All in favor - Motion carried 5-0

AE. JOSEPH A. EDGAR AND ROCKY POINT MIDDLE SCHOOL 2020-21 PARTICIPATION RATE IMPROVEMENT PLAN

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

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 approve and accept the Joseph A. Edgar and the Rocky Point Middle School 2020-21 Participation Rate Improvement Plan as per the attached.

All in favor - Motion carried 5-0

AF. PERSONNEL

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education accepts the attached Personnel changes.

All in favor - Motion carried 5-0

AG. NEW BUSINESS

Mrs. Sullivan inquired of the trustees if there was any new business they wished to discuss.

There was no new business at this time.

Mrs. Sullivan once again opened the floor to the meeting attendees for questions/comments.

There were no questions/comments.

AH. ADJOURNMENT

At 7:37 p.m. a motion was made by Jessica Ward, and seconded by Sean Callahan, to adjourn the meeting.

All in favor – Motion carried 5-0

Mrs. Sullivan took a minute to congratulate the following employees on their new positions:

- Nicole Marte MS/HS ENL/ELA Teacher
- Jocelyn Martin DW Speech Language Teacher

Mrs. Sullivan wished the meeting attendees an enjoyable summer.

Respectfully submitted,

Kelly White District Clerk

MINUTES ROCKY POINT PUBLIC SCHOOLS SPECIAL MEETING OF THE BOARD OF EDUCATION July 28, 2020

Susan Sullivan called the meeting to order at 7 p.m in the auditorium of Rocky Point High School.

Present: Susan Sullivan, President

Sean Callahan, Vice President Gregory Amendola, Trustee Jessica Ward, Trustee

Scott O'Brien, Ed.D., Superintendent of Schools

Susann Crossan Assistant Superintendent

Christopher Van Cott, Assistant Superintendent for Business

Kelly White, District Clerk

Absent: Edward Casswell, Trustee

Also Present: Susan Wilson, Executive Director for Educational Services

Kristen White, Executive Director of Pupil Personnel Services

Jonathan Hart, Principal, RPHS

Dawn Meyers, Assistant Principal, RPMS

Scott Bullis, Principal, JAE

Jason Westerlund, Principal, FJC

Linda Greening, Assistant Principal, FJC

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION

At 7:02 p.m. a motion was made by Sean Callahan, and seconded by Gregory Amendola, to adjourn to Executive Session to discuss specific contractual and personnel issues.

All in favor – Motion carried 4-0

The Board returned to Open Session at 9:15 p.m.

ADJOURNMENT

At 9:15 p.m. a motion was made by Jessica Ward, and seconded by Sean Callahan, to adjourn the meeting.

All in favor – Motion carried 4-0

Respectfully submitted,

Kelly White District Clerk

ROCKY POINT UNION FREE SCHOOL DISTRICT FINANCE REPORTS FOR THE MONTH ENDED JUNE 2020

BOARD MEETING BOOK

TREASURER'S REPORT

Rocky Point Union Free School District Treasurer's Report For the Month Ended: June 30, 2020

Rocky Point Union Free School District Treasurer's Report General Fund - Investment A2008 As of June 30, 2020

Reconciled Balance as of:	5/31/2020			16,067,787.99
Receipts: General Aid Revenue 2019-2020 Excess Cost Revenue 2019-2020 Release Interfund Receivable Federal Lunch Revenue State Lunch Revenue Tax Revenue Interest Revenue		1,557,565.06 1,198,181.30 700,000.00 3,901.00 67.00 15,996,038.57 3,367.81		19,459,120.74
Disbursements: Funding Transfer: Funding Transfer: Funding Transfer: Funding Transfer: Funding Transfer: AP Warrants Net Payroll Payroll Deductions	est		4,579,499.99 6,297,923.01 5,253,641.59 2,803,512.14	(19.024.676.70)
Total available balance per General Ledger as of:		6/30/2020		(18,934,576.73) 16,592,332.00
Bank Balance as of: 6/30/2020		9		16,592,332.00
- E			ž.	

Virginia Holloway 06/04/2020

Reviewed by: Date:

Prepared by 06/04/2020

Linda Bilski

A 2008

ROCKY POINT UFSD GENERAL FUND INVESTMENT ACCOUNT 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423 ► Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chk	ing		ROCKY POINT UFSD
Previous Balance 05/31/20	\$16,067,787.99	Number of Days in Cycle	30
8 Deposits/Credits	\$19,459,120.74	Minimum Balance This Cycle	\$14,334,766.94
Interest Paid	\$0.00	Average Collected Balance	\$22,487,023.34
10 Checks/Debits	(\$18,934,576.73)	Interest Earned During this Cycle	
Service Charges	\$0.00	Interest Paid Year-To-Date	\$44,018.08
Ending Balance 06/30/20	\$16 592 332 00		Ψ11,010.00

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt I	Banking Blended Chking			ROCKY POINT UFSD
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	ACH deposit BROOKHAVEN CASH DISB 060120 ROCKY POINT SCH DIST	\$1,916,574.24		\$17,984,362.23
06/08	ACH deposit BROOKHAVEN CASH DISB 060820 ROCKY POINT SCH DIST	\$8,464,869.57		\$26,449,231.80
06/11	Book transfer debit TO3954		\$785,224.98	\$25,664,006.82
06/11	Book transfer debit TO3946		\$1,145,974.32	\$24,518,032.50
06/15	ACH deposit BROOKHAVEN CASH DISB 061520 ROCKY POINT SCH DIST	\$5,614,594.76	4	\$30,132,627.26
06/16	Blended Checking Interest XSECR BAL INT	\$3,367.81		\$30,135,995.07
06/16	Book transfer debit TO9596		\$1,046,548.39	\$29,089,446.68
06/23	ACH deposit NYS OSC ACH 062320 ROCKY POINT SCHOOL DIS AP00050305227	\$3,901.00	ψ1,010,010.00	\$29,093,347.68
06/23	Book transfer debit TO9596		\$3,277,822.95	\$25,815,524.73
06/24	ACH deposit NYS OSC ACH 062420 ROCKY POINT SCHOOL DIS AP00050306670	\$1,198,248.30	+012jozz.io	\$27,013,773.03
06/24	Book transfer debit TO3946		\$4,025,989.69	\$22,987,783.34

Thank you for banking with us.

PAGE 1 OF 2





Cash Account Transactions Report From 6/1/2020 To 6/30/2020

Account	Acc	count Name			220 12 12to 210	m 111	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Dalance
A 2008	CA	PITAL ONE IN	IVESTMENT					
				BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	16,067,787.99
06/01/2020	1027905			Tax Revenue #17	CR-12	1,916,574.24	0.00	17,984,362.23
06/08/2020	1027919			Tax Revenue #18	CR-12	8,464,869.57	0.00	26,449,231.80
06/11/2020	1027925			Trust & Agency Deductions 6.12.20	CR-12	0.00	785,224.98	25,664,006.82
06/11/2020	1027939			Funding Net Payroll 6.12.20	CR-12	0.00	1,145,974.32	24,518,032.50
06/15/2020	1027923			Tax Revenue #19	CR-12	5,614,594.76	0.00	30,132,627.26
06/16/2020	1027942			Funding Warrant #70	CR-12	0.00	1,046,548.39	29,086,078.87
06/16/2020	1027945			Interest Revenue	CR-12	3,367.81	0.00	29,089,446.68
06/23/2020	1027943			Funding Warrant #72	CR-12	0.00	3,277,822.95	25,811,623.73
	1027946			Federal Lunch Revenue May 2020	CR-12	3,901.00	0.00	25,815,524.73
06/23/2020	1027947			Excess Cost Revenue 2019-2020	CR-12	1,198,181.30	0.00	27,013,706.03
06/24/2020	1027948			State Lunch Revenue May 2020	CR-12	67.00	0.00	27,013,773.03
06/24/2020	1027953			Trust & Agency Deductions 6.26.20	CR-12	0.00	1,980,260.03	25,033,513.00
06/24/2020	1027955			Funding Net Payroll 6.26.20	CR-12	0.00	4,025,989.69	21,007,523.31
06/24/2020	267			TAN P & I due 6/25/20	JE-25	0.00	4,579,499.99	16,428,023.32
06/25/2020				Funding Warrant #73	CR-12	0.00	1,973,551.67	14,454,471.65
06/26/2020	1027956			Release interfund Receivable	JE-25	700,000.00	0.00	15,154,471.65
06/30/2020	281			General Aid Revenue 2019-2020	CR-12	1,557,565.06	0.00	16,712,036.71
06/30/2020	1027957			Trust & Agency Deductions 6.30.20	CR-12	0.00	38,027.13	16,674,009.58
06/30/2020	1027958			Funding Net Payroll 6.30.20	CR-12	0.00	81,677.58	16,592,332.00
06/30/2020	1027959			- unumg Net i ayion oloolaa	Grand Totals:	19,459,120.74	18,934,576.73	16,592,332.00

Rocky Point Union Free School District Treasurer's Report General Fund - AP Checking A2010 As of June 30, 2020

Reconciled Balance a	as of: 5/31/2020				1,106,618.73
Receipts:					#6 (a)
	Health, Dental, Life Donation Petty Cash Return		1,135.34 187.74 2.84		
	Refunds Funding Transfer	_	28,171.36 6,297,923.01		6,327,420.29
Disbursements:	Interdesed Towns				
*	Interfund Transfer Cash Disbursements			10,500.00 6,297,923.01	
*			***		(6,308,423.01)
**)	* 1	9.			
Total available balan	ce per General Ledger a	s of:	6/30/2020		1,125,616.01
Bank Balance as of:	6/30/2020			1 -	3,117,845.51
	2 8				•
Lanci Outstandin				Fig. 8	
Less: Outstandin	ig Checks				(1,992,229.50)
		3			
Adjusted Bank Balar	nce as of:	6/30/2020		* * * * * * * * * * * * * * * * * * *	1,125,616.01
					-
	ž				
Prepared by:	Linda Bilski		Reviewed by:	Virginia Hollowa	1 (14)
Date: 7/6/202	20		Date:	7/6/2020	. 63.

A 2010

ROCKY POINT UFSD GENERAL FUND CHECKING 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423 Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chki	ng		ROCKY POINT UFSD
Previous Balance 05/31/20	\$3,273,590.78	Number of Days in Cycle	30
10 Deposits/Credits	\$6,327,420.29	Minimum Balance This Cycle	\$1,278,378.96
167 Checks/Debits	(\$6,483,165.56)	Average Collected Balance	\$2,776,326.46

 167 Checks/Debits
 (\$6,483,165.56)

 Service Charges
 \$0.00

 Ending Balance 06/30/20
 \$3,117,845.51

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chking

ROCKY POINT UFSD

Date	Descript	tion	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	Check	113746		\$896,586.40	\$2,377,004.38
06/05	Check	113813		\$10,175.18	\$2,366,829.20
06/05	Check	113774		\$9,680.89	\$2,357,148.31
06/05	Check	113780		\$1,579.56	\$2,355,568.75
06/05	Check	113801		\$1,314.50	\$2,354,254.25
06/05	Check	113787		\$1,240.78	\$2,353,013.47
06/05	Check	113805		\$860.42	\$2,352,153.05
06/05	Check	113812		\$118.18	\$2,352,034.87
06/05	Check	113796		\$80.00	\$2,351,954.87
06/08	Check	113789		\$7,245.00	\$2,344,709.87
06/08	Check	113776		\$6,040.58	\$2,338,669.29
06/08	Check	113818		\$4,696.23	\$2,333,973.06
06/08	Check	113808		\$4,500.00	\$2,329,473.06
06/08	Check	113777		\$3,503.41	\$2,325,969.65
06/08	Check	113794		\$2,084.00	\$2,323,885.65
06/08	Check	113815	a a	\$1,724.70	\$2,322,160.95
06/08	Check	113790		\$1,689.33	\$2,320,471.62
06/08	Check	113788		\$931.23	\$2,319,540.39
06/08	Check	113784		\$198.00	\$2,319,342.39

Thank you for banking with us.

PAGE 1 OF 8





ROCKY POII	NT UFSD		
OUTSTANDI	NG CHECK LIST		
AS OF JUNE	30, 2020		
CHECK#	CHECK DATE	CHECK AMOUNT	
113289	01/28/2020	16.80	
113418	02/11/2020	315.00	
113602	03/10/2020	17.02	
113618	03/16/2020	30.00	
113716	05/11/2020	1,500.00	
113775	05/28/2020	1,130.84	
113795	05/28/2020	35.00	
113809	05/28/2020	4,179.90	
113853	06/11/2020	74.75	
113856	06/11/2020	9,380.62	-
113873	06/11/2020	18.37	
113894	06/19/2020	2,398.00	
113898	06/19/2020	28,923.93	
113914	06/19/2020	5,090.20	
113918	06/19/2020	47,746.45	
113920	06/19/2020	8,008.25	
113923	06/19/2020	1,364.99	
113925	06/19/2020	5,976.00	
113931	06/26/2020	44.92	
113932	06/26/2020	128.51	
113933	06/26/2020	240.00	
113934	06/26/2020	168.22	
113935	06/26/2020	117.00	
113936	06/26/2020	384.00	
113937	06/26/2020	65.00	
113939	06/26/2020	1,350.00	
113940	06/26/2020	2,453.77	
113941	06/26/2020	275.65	
113942	06/26/2020	629,829.67	
113943	06/26/2020	787,324.84	
113944	06/26/2020	2,494.50	
113945	06/26/2020	179.46	
113946	06/26/2020	105.23	
113947	06/26/2020	182.69	
113948	06/26/2020	185.25	
113950	06/26/2020	3,586.45	
113951	06/26/2020	185.25	
113952	06/26/2020	388,365.04	
113955	06/26/2020	600.00	
113956	06/26/2020	185.25	
113959	06/26/2020	71.32	

		1,992,229.50	
113979	06/26/2020	3,048.87	
113978	06/26/2020	9,831.87	
113977	06/26/2020	1,214.90	
113976	06/26/2020	1,898.10	
113975	06/26/2020	22.97	
113974	06/26/2020	949.42	
113973	06/26/2020	123.50	
113971	06/26/2020	1,435.19	
113970	06/26/2020	30.00	
113969	06/26/2020	2,493.00	
113968	06/26/2020	81.45	
113967	06/26/2020	135.00	
113966	06/26/2020	25,585.93	June .
113965	06/26/2020	133.25	*
113964	06/26/2020	199.99	
113963	06/26/2020	7,274.66	
113962	06/26/2020	194.66	8
113961	06/26/2020	2,780.35	US 12
113960	06/26/2020	68.25	



Cash Account Transactions Report From 6/1/2020 To 6/30/2020

Account	Account Name			Cabadula	Debits	Credits	Balance
Date	Ref Number Invoice #	Vendor ID	Explanation	Schedule	Denits	Credits	Dalano
A 2010	CAPITAL ONE A	P CHECKING					
			BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	1,106,618.73
06/04/2020	1027911		OMNI FIDELITY REFUND	CR-12	719.99	0.00	1,107,338.72
06/04/2020	1027912		MUSIC FESTIVAL TRIP REFUND / HAMPTON JITNEY	CR-12	1,200.00	0.00	1,108,538.72
06/11/2020	*		See Cash Disbursement Schedule 70	CD-70	0.00	1,046,548.39	61,990.33
06/12/2020	1027920		SPRING 2020 OFFICIALS FEES REFUND	CR-12	26,001.37	0.00	87,991.70
06/12/2020	1027922		HEALTH	CR-12	1,135.34	0.00	89,127.04
06/16/2020	1027942		Funding Warrant #70	CR-12	1,046,548.39	0.00	1,135,675.43
06/18/2020	282		Interfund Transfer	JE-25	0.00	10,500.00	1,125,175.43
06/18/2020	1027940		DEPOSIT CHECKS RETURNED - FIRE ALARM REPLACEMENT BID	CR-12	250.00	0.00	1,125,425.43
06/18/2020	1027941		MS YEAR END PETTY CASH BALA	CR-12	2.84	0.00	1,125,428.27
06/19/2020			See Cash Disbursement Schedule 72	CD-72	0.00	3,277,822.95	-2,152,394.68
06/23/2020	1027943		Funding Warrant #72	CR-12	3,277,822.95	0.00	1,125,428.27
06/25/2020	1027949		DONATION / AHOLD DELHAIZE USA	CR-12	187.74	0.00	1,125,616.01
06/26/2020	1027040		See Cash Disbursement Schedule 73	CD-73	0.00	1,973,551.67	-847,935.66
06/26/2020	1027956		Funding Warrant #73	CR-12	1,973,551.67	0.00	1,125,616.01
CONZONZOZO			Gran	nd Totals:	6,327,420.29	6,308,423.01	1,125,616.01

Rocky Point Union Free School District Treasurer's Report General Fund - Investment A2011 As of June 30, 2020

Reconciled Balance as of:	5/31/2020			2,853,712.57
Receipts:			40	
	Interest Revenue	23.12		23.12
Disbursements:				0.00
	a a			
Total available balance per	General Ledger as of:	6/30/2020		2,853,735.69
Bank Balance as of: 6/30/	2020			2 853 735 69

Prepared by: Date:

Linda Bilski

Reviewed by: Date:

Virginia Holloway 7/6/2020

7/6/2020

JPMorgan Chase Bank, N.A. P O Box 182051 Columbus, OH 43218-2051

Customer Service Information

If you have any questions about your statement, please contact your Customer Service Professional.

00052837 WBS 802 211 18320 NNNNNNNNNN 1 000000000 C2 0000 ROCKY POINT UFSD GENERAL FUND MONEY MARKET A/C 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423

Commercial Checking With Interest Summary

Opening Ledger Balance	N	umber	Market Value/Amount \$2,853,712.57	Shares
Deposits and Credits		1	\$23.12	
Withdrawals and Debits		0	\$0.00	
Checks Paid		0	\$0.00	
Ending Ledger Balance			\$2,853,735.69	
Average Ledger Balance	\$2,853,713	Annual Perc	centage Yield Earned	0.01%
Interest Credited This Period	\$23.12	Interest C	redited Year-to-Date	\$1,662.87
Interest Rate(s): 06/01 to 06/3	30 at 0.01%			Ŀ
Deposits and Credits			a j	
Ledger Description Date	3			Amount
06/30 Interest Payment				\$23.12
Total			*	\$23.12
Daily Balance				
Date	Ledger			Ledger
06/30	\$2,853,735.69	Date		Balance

Your service charges, fees and earnings credit have been calculated through account analysis.

Please examine this statement of account at once. By continuing to use the account, you agree that: (1) the account is subject to the Bank's deposit account agreement, and (2) the Bank has no responsibility for any error in or improper charge to the account (including any unauthorized or altered check) unless you notify us in writing of this error or charge within sixty days of the mailing or availability of the first statement on which the error or charge appears.





Cash Account Transactions Report From 6/1/2020 To 6/30/2020

Account	Acc	count Name			Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation Schedule	Scriedule			
A 2011	CH	ASE GENERA	L FUND MM					
A 2011	011	102 02/12/0		BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	2,853,712.57
				BALANCE 07/01/2019 - 03/31/2020	00.40	23.12	0.00	2,853,735.69
06/30/2020	1027963			Interest Revenue	CR-12	23.12	0.00	
200.				-	Grand Totals:	23.12	0.00	2,853,735.69

Rocky Point Union Free School District Treasurer's Report Cafeteria Checking - C207 As of June 30, 2020

Reconciled Balance as of:	5/31/2020			145,036.00
Receipts:	8			
	Miscellaneous Income	1,205.02		1,205.02
		4		1,203.02
Disbursements:				
Disbursements.	Miscellaneous Revenue		20.79	
9	Cash Disbursements		4,050.17	
				(4,070.96)
Total available balance per Ger	neral Ledger as of:	6/30/2020	==	142,170.06
			50	
			180	
Bank Balance as of: 6/30/202	20			142,538.03
N N	8		8	
Add:	Deposit in Transit			100.10
7100.	Deposit III Transit			126.10
Less:	Outstanding Checks			(404.07)
	Outstanding Offecks			(494.07)
Adjusted Bank Balance as of:	6/30/2020			142,170.06
			=	-
6				
	e e e		*	9
D				(I)
Prepared by: Linda E Date: 7/16/2020	Bilski	Reviewed by:	Virginia Holloway	(W)
		Date:	7/16/2020	

C207

ROCKY POINT UFSD CAFETERIA CHECKING 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423

 Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chkin	g		ROCKY POINT UFSD
Previous Balance 05/31/20 20 Deposits/Credits 39 Checks/Debits Service Charges Ending Balance 06/30/20	\$153,435.14 \$1,078.92 (\$11,976.03) \$0.00 \$142,538.03	Number of Days in Cycle Minimum Balance This Cycle Average Collected Balance	30 \$142,326.89 \$146,056.42

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chking

ROCKY POINT UFSD

Date	Description	8	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/02	Check 11842			\$884.67	\$152,550.47
06/03	Customer Deposit		\$9.60		\$152,560.07
06/08	Check 11867			\$4,193.97	\$148,366.10
06/08	Check 11866			\$1,561.94	\$146,804.16
06/08	Check 11862		* es	\$1,137.09	\$145,667.07
06/08	Check 11865			\$66.50	\$145,600.57
06/09	Check 11861			\$54.92	\$145,545.65
06/12	Customer Deposit		\$9.00	ψο που	\$145,554.65
06/12	Customer Deposit		\$8.89		\$145,563.54
06/12	Customer Deposit		\$6.75		\$145,570.29
06/12	Check 11863			\$420.00	\$145,150.29
06/12	Check 11864			\$67.05	\$145,083.24
06/15	Check 11857			\$13.00	\$145,070.24
06/16	V Vault Customer Deposit		\$1.10	Ψ10.00	\$145,070.24
06/17	V Vault Customer Deposit		\$149.45		\$145,220.79
06/17	Customer Deposit		\$46.75		\$145,267.54
06/17	Customer Deposit		\$24.59		\$145,292.13
06/17	Customer Deposit		\$14.50		\$145,306.63
06/18	Check 11883		V11.00	\$78.20	\$145,228.43
				ψ1 0.20	\$ 140,220.40

Thank you for banking with us.

PAGE 1 OF 4





Bank Reconciliation for period ending on 6/30/2020



Account:

Capital One Cafeteria Checking

Cash Account(s): C 207

 Ending Bank Balance:
 142,538.03

 Outstanding Checks (See listing below):
 494.07

 Deposits in Transit:
 +
 126.10

 Other Credits:
 +
 0.00

 Other Debits:
 0.00

Adjusted Ending Bank Balance:

142,170.06

Cash Account Balance:

142,170.06

Outstanding Check Listing

Check Date	Check Number	Payee			Amount
06/11/2020	11870	ANNEMARIE AVERSO	See I		17.70
06/11/2020	11871	LISA BERGAMINI			35.65
06/11/2020	11874	YANG CHEN			19.15
06/11/2020	11878	KATHLEEN FUSARO			117.20
06/11/2020	11881	SHERRY HANSEN	Sa .		41.95
06/11/2020	11887	LOUISE LINDIAKOS			27.35
06/11/2020	11891	CANDICE MIGLIORE			13.95
06/11/2020	11893	SHERYL MULLINS			17.82
06/11/2020	11895	BROOKE OLIJNYK			18.55
06/11/2020	11897	TRACY PARISI			13.45
06/11/2020	11898	KRISTAN PROBECK			20.00
06/11/2020	11900	LORRAINE REICHLE			38.30
06/11/2020	11902	LAURA ROBINSON			34.25
06/11/2020	11906	ROSE TIMMERMAN	Đ.		17.25
06/11/2020	11909	ELIZABETH WHITMAN			11.00
06/11/2020	11910	KATHY WILBUR			10.35
06/19/2020	11913	JODIE WIEBUSCH		20	40.15
			Outstanding Check	Total:	494.07

Prepared By

Approved By

Cash Account Transactions Report From 6/1/2020 To 6/30/2020



Account	Account Name	V - I - ID	Contraction	Schedule	Debits	Credits	Balance
Date	Ref Number Invoice #	Vendor ID	Explanation	Ochedule			
C 207	CAPITAL ONE C	HECKING				2.00	145 036 00
			BALANCE 07/01/2019 - 05/31/2020	411	0.00	0.00	145,036.00
06/01/2020	1027933		CAF'T RECEIPTS	.CR-10	9.60	0.00	145,045.60
06/02/2020	1027934		CAF'T RECEIPTS	CR-10	6.75	0.00	145,052.35
	1027935		CAF'T RECEIPTS	CR-10	8.89	0.00	145,061.24
06/03/2020			CAF'T RECEIPTS	CR-10	9.00	0.00	145,070.24
06/04/2020	1027936		CAF'T RECEIPTS	CR-10	1.10	0.00	145,071.34
06/09/2020	1027937		STATE OF STA	CR-10	174.04	0.00	145,245.38
06/10/2020	1027938		CAF'T RECEIPTS		0.00	3,618.31	141,627.07
06/11/2020			See Cash Disbursement Schedule 23	CD-23		100 m of \$100 m of 100 m of 100 m	142,488.36
06/17/2020	1027954		CAF'T RECEIPTS	CR-10	861.29	0.00	AND
			See Cash Disbursement Schedule 24	CD-24	0.00	431.86	142,056.50
06/19/2020	4007005		CAF'T RECEIPTS	CR-10	8.25	0.00	142,064.75
06/25/2020	1027965		Miscellaneous Revenue	JE-25	0.00	20.79	142,043.96
06/30/2020	440			CR-10	126.10	0.00	142,170.06
06/30/2020	1027964		CAF'T RECEIPTS	CK-10			
		868	· ·	Grand Totals:	1,205.02	4,070.96	142,170.06

Rocky Point Union Free School District Treasurer's Report Cafeteria Fund ACH C208 As of June 30, 2020

Reconciled Balance as of:	5/31/2020			143,037.02
Receipts:	Café ACH Deposits Interest	1,171.20 1.16		
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	1.10		1,172.36
Disbursements:				0.00
	r.			0.00
		4		
Total available balance per	General Ledger as of:	6/30/2020		144,209.38
			- TO	
			7 2 2	
Bank Balance as of:	6/30/2020		*	144,209.38
	2 20 20 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2			
		525		
				į
				37
Prepared by: Date: 7/8/2	Linda Bilski	Reviewed by: Date:	Virginia Holl 7/8/202	oway



JPMorgan Chase Bank, N.A. P O Box 182051 Columbus, OH 43218-2051

May 30, 2020 through June 30, 2020

CUSTOMER SERVICE INFORMATION

If you have any questions about your statement, please contact your Customer Service Professional.

00040880 DDA 802 212 18320 NNNNNNNNNN 1 000000000 C1 0000 **ROCKY POINT UFSD** SCHOOL LUNCH ACH 90 ROCKY POINT YAPHANK RD **ROCKY POINT NY 11778-8423**

CHECKING SUMMARY Commercial Checking With Interest

Beginning Balance	INSTANCES	AMOUNT \$143,015.27
Deposits and Additions	18	1,194.11
Ending Balance	18	\$144,209.38
Annual Percentage Yield Earned Th	nis Period	0.01%
Interest Paid This Period		\$1.16
Interest Paid Year-to-Date		\$23.11

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION		AMOUNT
06/01	Entry Descr:Txns/Fees Sec:CCD Tra-	rig ID:Wfbehps001 Desc Date: CO ce#:091000018346520 Eed:200601 Ind e:Rocky Point Ufsd Trn: 1538346520Tc	\$21.75
06/04	Entry Descr:Txns/Fees Sec:CCD Tra	rig ID:Wfbehps001 Desc Date: CO ce#:091000019914917 Eed:200604 Ind e:Rocky Point Ufsd Trn: 1569914917Tc	25.00
06/05	Entry Descr:Txns/Fees Sec:CCD Tra	rig ID:Wfbehps001 Desc Date: CO ce#:091000019757855 Eed:200605 Ind e:Rocky Point Ufsd Trn: 1579757855Tc	123.00
06/08	Entry Descr:Txns/Fees Sec:CCD Tra	rig ID:Wfbehps001 Desc Date: CO ce#:091000016604068 Eed:200608 Ind e:Rocky Point Ufsd Trn: 1606604068Tc	20.00
06/08	Entry Descr:Txns/Fees Sec:CCD Tra	rig ID:Wfbehps001 Desc Date: CO ce#:091000016604070 Eed:200608 Ind ie:Rocky Point Ufsd Trn: 1606604070Tc	2.00
06/10	Entry Descr:Txns/Fees Sec:CCD Tra	rig ID:Wfbehps001 Desc Date: CO ce#:091000016567372 Eed:200610 Ind ne:Rocky Point Ufsd Trn: 1626567372Tc	23.00





Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
C 208	CHASE ACH REV	'ENUE	BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	143,037.02
	1027974		FJC ACH	CR-12	82.20	0.00	143,119.22
06/30/2020			JAE ACH	CR-12	157.55	0.00	143,276.77
06/30/2020	1027975			CR-12	626.30	0.00	143,903.07
06/30/2020	1027976		RPHS ACH	CR-12	305.15	0.00	144,208.22
06/30/2020	1027977		RPMS ACH	26	1.16	0.00	144,209.38
06/30/2020	1027978	*	Interest Revenue	CR-12 Grand Totals:	1,172.36	0.00	144,209.38

Rocky Point Union Free School District Treasurer's Report Federal Fund Checking - F205 As of June 30, 2020

Reconciled Balance as	s of: 5/31	/2020				270,212.55
Trooprior Balarioo a	0,01	12020				270,212.00
Receipts:		**				0.00
Disbursements:	Cash Disbursem	ents		42	495.00	
	·	Cillo		42,	495.00	(42,495.00)
			6			
Total available balance	ce per General Le	dger as of:	6/30/2020)		227,717.55
					*	
n 2				9 28		
Bank Balance as of:	6/30/2020					261,517.55
			*			
	*					
Less: Outstanding	g Checks					(33,800.00)
	2					

6/30/2020

Adjusted Bank Balance as of:

Prepared by: Linda Bilski Reviewed by: Virginia Hollowa Date: 7/6/2020 Date: 7/6/2020

227,717.55

F205

ROCKY POINT UFSD FEDERAL CHECKING 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423 ► Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chkin	ROCKY POINT UFSD		
Previous Balance 05/31/20	\$289,822.55	Number of Days in Cycle	30
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$261,517.55
3 Checks/Debits	(\$28,305.00)	Average Collected Balance	\$274,766.21
Service Charges	\$0.00		1
Ending Balance 06/30/20	\$261,517.55		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Ranking	Rlandar	Chking	

Govt I	Banking	Blended Chking			ROCKY POINT UFSD
Date Descrip		tion	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/08	Check	4555		\$9,010.00	\$280,812.55
06/18	Check	4558		\$18,020.00	\$262,792.55
06/23	Check	4557		\$1,275.00	\$261,517.55
Total			\$0.00	\$28,305.00	

Govt Banking Blended Chking

ROCKY POINT UFSD

Checks * designates gap in check sequence								
Check No.	Date	Amount	Check No.	Date	Amount	Check No.	Date	Amount
4555	06/08	\$9,010.00	4557*	06/23	\$1,275.00	4558	06/18	\$18,020.00

Thank you for banking with us.

PAGE 1 OF 2





Bank Reconciliation for period ending on 6/30/2020



Account:

Capital One Federal Checking

Cash Account(s): F 205

Ending Bank Balance: 261,517.55

Outstanding Checks (See listing below): - 33,800.00

Deposits in Transit: + 0.00

Other Credits: + 0.00

Other Debits: - 0.00

Adjusted Ending Bank Balance: 227,717.55

Cash Account Balance:

227,717.55

Outstanding Check Listing

Date	Check Nu	ımber	Payee	Amount
/2020		4556	TRINITY EVANGELICAL LUTHERAN	10,600.00
/2020		4559	TRINITY EVANGELICAL LUTHERAN	21,200.00
/2020		4560	LEARNING A-Z AND	2,000.00
			Outstanding Check Total	1: 33,800.00
3	3/2020 3/2020 5/2020	3/2020 /2020	3/2020 4556 /2020 4559	7/2020 4556 TRINITY EVANGELICAL LUTHERAN 7/2020 4559 TRINITY EVANGELICAL LUTHERAN

Prepared By

Approved By





Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
F 205	CAPITAL ONE C	HECKING					
F 205	OAI TITLE OTTE O		BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	270,212.55
00/44/2020			See Cash Disbursement Schedule 22	CD-22	0.00	40,495.00	229,717.55
06/11/2020 06/26/2020		(90)	See Cash Disbursement Schedule 23	CD-23	0.00	2,000.00	227,717.55
06/26/2020				Grand Totals:	0.00	42,495.00	227,717.55

Rocky Point Union Free School District Treasurer's Report Capital Fund Checking - H205 As of June 30, 2020

Reconciled Balance as of:	5/31/2020			1,168,974.58
Receipts:	a a			0.00
Disbursements: Cash Disbursem	ents	144,061.40		(144,061.40)
Total available balance per General Le	edger as of: 6/30/2020			1,024,913.18
			e a	
Bank Balance as of: 6/30/	2020			1.024.913.18

Prepared by: Linda Bilski Reviewed by: Date: Virginia Holloway Date: 7/6/2020

H205

ROCKY POINT UFSD CAPITAL FUND CHECKING 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423 Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chki	ng		ROCKY POINT UFSD
Previous Balance 05/31/20	\$1,170,344.08	Number of Days in Cycle	30
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$1,024,913.18
4 Checks/Debits	(\$145,430.90)	Average Collected Balance	\$1,138,305.26
Service Charges	\$0.00		7.,.00,000.20
Ending Balance 06/30/20	\$1 024 913 18		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt I	Banking	1	ROCKY POINT UFSD		
Date	Descript	ion	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/15	Check	1102		\$1,369.50	\$1,168,974.58
06/22	Check	1103		\$31,808.00	\$1,137,166.58
06/22	Check	1104		\$22,928.40	\$1,114,238.18
06/26	Check	11		\$89,325.00	\$1,024,913.18
Total		F	\$0.00	\$145,430.90	

Govt Bank	cing Blenc	led Chking				45 11.115	ROC	CKY POINT UFSD
Checks * de	esignates gap i	n check sequence						
Check No.	Date	Amount	Check No.	Date	Amount	Check No.	Date	Amount
1105	06/26	\$89,325.00	1103	06/22	\$31,808.00	1104	06/22	\$22,928.40
1102*	06/15	\$1,369,50						7-1,0-0.10

Thank you for banking with us.

PAGE 1 OF 2



NOISION

Cash Account Transactions Report From 6/1/2020 To 6/30/2020

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
H 205	CAPITAL ONE C	HECKING					
11 203			BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	1,168,974.58
			See Cash Disbursement Schedule 24	CD-24	0.00	54,736.40	1,114,238.18
06/11/2020			See Cash Disbursement Schedule 25	CD-25	0.00	89,325.00	1,024,913.18
06/19/2020				Grand Totals:	0.00	144,061.40	1,024,913.18

Rocky Point Union Free School District Treasurer's Report Trust and Agency Checking - T204 As of June 30, 2020

Reconciled Balance as	of: 5/31/2020			1,250,855.30
Receipts:				
	Refunds	2,100.00		
	Interfund Transfer	. 10,500.00		
	AP Exam	27,506.93		
	Payroll Deductions	8,057,153.73		
				8,097,260.66
Disbursements:				
	Admin. TSA Non Elective		10,500.00	*
	Release Interfund Receivable		700,000.00	
	Cash Disbursements		8,033,251.26	
				(8,743,751.26)
Total available balance	e per General Ledger as of:	6/30/2020		604,364.70
Bank Balance as of:	6/30/2020		×	
Darik Dalarice as Of.	0/30/2020			667,720.56
Less:	Outstanding Objects			The service of the se
LC33.	Outstanding Checks			(63,355.86)
Adjusted Bank Balanc	2/20/2022			
Aujusteu Dank Balanc	e as of: 6/30/2020			604,364.70
				(0.00)
		27		
			a	
				(3)
Prepared by:	Linda Bilski	Reviewed by:	Virginia Holloway	(13)
Date: 7/6/20	20	Date:	7/6/2020	

ROCKY POINT UFSD TRUST AND AGENCY ACCOUNT 90 ROCKY POINT YAPHANK RD **ROCKY POINT NY 11778-8423**

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chkin	ng		ROCKY POINT UFSD		
Previous Balance 05/31/20	\$1,388,540.26	Number of Days in Cycle	30		
7 Deposits/Credits	\$2,843,619.07	Minimum Balance This Cycle	\$667,720.56		

392 Checks/Debits (\$3,564,438.77)Service Charges \$0.00 Minimum Balance This Cycle Average Collected Balance

\$667,720.56 \$1,517,263.88

Ending Balance 06/30/20 \$667,720.56

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chking

ROCKY POINT UFSD

Date	Descript	ion		Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	Check	12356			\$46.00	\$1,388,494.26
06/01	Check	12567			\$192.00	\$1,388,302.26
06/01	Check	12571			\$192.00	\$1,388,110.26
06/01	Check	12488			\$96.00	\$1,388,014.26
06/01	Check	12493		offer ¹⁸ 17	\$96.00	\$1,387,918.26
06/01	Check	12477			\$96.00	\$1,387,822.26
06/01	Check	12490			\$96.00	\$1,387,726.26
06/01	Check	12489			\$96.00	\$1,387,630.26
06/01	Check	12494			\$96.00	\$1,387,534.26
06/01	Check	12498			\$96.00	\$1,387,438.26
06/01	Check	12581			\$96.00	\$1,387,342.26
06/01	Check	12557			\$96.00	\$1,387,246.26
06/01	Check	12588			\$96.00	\$1,387,150.26
06/01	Check	12556		16	\$96.00	\$1,387,054.26
06/01	Check	12593			\$96.00	\$1,386,958.26
06/01	Check	12513		2, 3	\$96.00	\$1,386,862.26
06/01	Check	12538			\$96.00	\$1,386,766.26
06/01	Check	12553			\$96.00	\$1,386,670.26
06/01	Check	12562	*		\$96.00	\$1,386,574.26

Thank you for banking with us.

PAGE 1 OF 14



Bank Reconciliation for period ending on 6/30/2020



Account:

Capital One Trust & Agency Checking

Cash Account(s): T 204

Ending Bank Balance: 667,720.56 Outstanding Checks (See listing below): 63,355.86 Deposits in Transit: 0.00 Other Credits: 0.00 Other Debits: 0.00

Adjusted Ending Bank Balance:

604,364.70

Cash Account Balance:

604,364.70

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
09/03/2019	12053	LAURA DYROFF	35.00
05/11/2020	12270	SHERIFF OF SUFFOLK COUNTY	201.45
05/12/2020	12277	Alison Gernhard	46.00
05/12/2020	12287	Aprillyn Quire	46.00
05/12/2020	12297	Carlos Perrez	46.00
05/12/2020	12298	Carmela Teresi	46.00
05/12/2020	12299	Carrie Lynn George	46.00
05/12/2020	12301	Christina Nash	46.00
05/12/2020	12306	Chrysanthe Papathanasis	46.00
05/12/2020	12308	Clark Mason	46.00
05/12/2020	12310	Courtney Weisman	46.00
05/12/2020	12311	Cynthia Ilardi	46.00
05/12/2020	12313	Dan Yan Zhu	46.00
05/12/2020	12316	Darren Pendl	46.00
05/13/2020	12328	Donna Haskamp	46.00
05/13/2020	12341	Erin Fitzsimmons	46.00
05/13/2020	12343	Fatma Kurun	46.00
05/13/2020	12345	Georgette McHugh	46.00
05/13/2020	12352	Jennifer Grable	46.00
05/13/2020	12358	John True	46.00
05/13/2020	12360	Jonathan Tiskowitz	46.00
05/13/2020	12361	Jorg Schwender	46.00
05/13/2020	12370	Kathleen Scibelli	46.00
05/13/2020	12373	Kendra Appling-Cuffey	46.00
05/13/2020	12379	Kimberly Fusco	46.00
05/13/2020	12380	Kimberly Kunnecke	46.00
05/13/2020	12384	Laura Vatter	46.00
05/13/2020	12390	Lisa Tisi	46.00
05/13/2020	12392	Lucelemene Cordova	46.00
05/13/2020	12399	SHERIFF OF SUFFOLK COUNTY	276.25
05/16/2020	12407	Marko Koski	46.00
05/16/2020	12409	Mary Mallahan	46.00
05/16/2020	12411	Melisa Carlin	46.00
05/16/2020	12416	Michele Pulice	46.00
07/16/2020 12:41 PM			Page

Bank Reconciliation for period ending on 6/30/2020



Amount		Payee		Check Numl	Check Date
46.00		Moris Lopez	12420		05/16/2020
46.00		Oana Popovici	12427		05/16/2020
46.00		Sandra Riddle	12435		05/16/2020
46.00		Scott McEvoy	12438		05/16/2020
46.00		Susan Loper	12450		05/16/2020
46.00		Susan Scalfani	12451		05/16/2020
46.00		Susanne Contri	12452		05/16/2020
46.00		Theresa Fogal	12457		05/16/2020
46.00		Wendy Bauer	12465		05/16/2020
46.00		Wendy Mulzoff	12466		05/16/2020
46.00		Willaim McBride	12467	or and a second	05/16/2020
46.00		William Balg	12468		05/16/2020
46.00		William Lopez	12469		05/16/2020
46.00		Yesenia Rojo	12475		05/16/2020
96.00		Alicia Kennedy	12478		05/16/2020
96.0	Si Si	Alison Gernhart	12479		05/16/2020
96.0	12	CNK Corp Kristine Brunner	12500		05/16/2020
96.0		Cristin Weeks	12501		05/16/2020
96.0		Daniel Kunnecke	12503		05/16/2020
96.0		Daniel Rooney	12505		05/16/2020
96.0		Darren Pendl	12509		05/16/2020
96.0		David Cornejo	12510		05/16/2020
96.0		Denise Rubinetti	12517		05/16/2020
96.0		Dianna Lee	12519		05/16/2020
96.0		E. Samantha Conlan	12523		05/16/2020
96.0		Elena Graham	12525		05/16/2020
96.0		James Reice	12548		05/16/2020
96.0	864	Kerry McCauley	12583		05/16/2020
96.0		Kyle Matzen	12589		05/16/2020
96.0		Laura Murphy	12591		05/16/2020
96.0		Lauren Douglass	12592		05/16/2020
96.0		Martha Rottmann	12606		05/16/2020
96.0		Michael Williams	12614		05/16/2020
96.		Nicole Dionne	12620		05/16/2020
96.		Patricia Rodriguez	12625		05/16/2020
96.		Paul Grimard	12628		05/16/2020
. 96.		Scott Peterson	12645		05/16/2020
96.		Tara Lynne Moore	12657		05/16/2020
96.		Thomas Conforti	12662		05/16/2020
96.		Todd Imeidopf	12664		05/16/2020
96.		Wendy Bauer	12669		05/16/2020
96.			12671		05/16/2020
.46	:·	CONTRACTOR	12677		05/28/2020
30.	Đ	Telma Hernandez	12678	*	05/28/2020
276		SHERIFF OF SUFFOLK COUNTY	12685	er e	05/28/2020
221		VOTE COPE	12686		05/28/2020

Bank Reconciliation for period ending on 6/30/2020



Check Date	Check Num	Det	Payee	Amour
06/11/2020		12705	SHERIFF OF SUFFOLK COUNTY	271.1
06/11/2020	50 10	12706	VOTE COPE	221.2
06/19/2020		12714	MALGORZATA ALABI	40.0
06/19/2020		12716	CORINNE ALBERTINA	48.0
. 06/19/2020		12717	ANNA ALESI	16.0
06/19/2020	40	12718	ALEXANDER R. NOHAI SEAMAN	24.0
06/19/2020		12720	SMITHA ALEXANDER	22.0
06/19/2020		12722	BALANCED BOOKWORKS INC	24.0
06/19/2020		12723	RONALD BASIRICO	16.0
06/19/2020		12724	IZABELA BELCASTRO	24.0
06/19/2020		12726	ERICA BERGMANN	16.0
06/19/2020		12730	MARAN BOUTON	16.0
06/19/2020		12733	NICHOLAS BUTCHER	16.0
06/19/2020		12735	TONIA CARABALLO	16.0
06/19/2020		12739	ROBIN CHASEN	24.
06/19/2020		12741	BRIDGET CLAUD	16.
06/19/2020		12743	LISA COHN	16.
06/19/2020		12744	DENA CONTES	16.
06/19/2020		12746	PETER COOPER	16.
06/19/2020		12747	CHARLENE COPPOLONE	16.
06/19/2020		12750	GILMARY CRISCI	22.
06/19/2020		12751	MICHELE CULLEY	16.
06/19/2020	020	12752	SUSAN CUNNINGHAM	30.
06/19/2020		12753	CHRISTINA CURLEY	24.
06/19/2020		12754	CAROLE DANTUONO	16
06/19/2020		12755	DAVID AND DANIELLE DETURRIS	16.
06/19/2020		12756	TERESA DENNEHY	32
06/19/2020		12757	ARATI DESHPANDE	30
06/19/2020		12759	SUSANN DONOFRIO	24
06/19/2020		12761	DANIELLE DORR	40
06/19/2020		12763	LINDA FARINELLA	32
06/19/2020		12766	KELLY FISH	24
06/19/2020		12769	SANDRA GALLANT	16
06/19/2020		12770	PATRICIA GARSKE	16
06/19/2020		12771	RENEE GENOVA	32
06/19/2020		12772	ALISON GERNHART	32
06/19/2020		12774	DESPINA GIANNAKOS	44
06/19/2020		12776	ELENA GRAHAM	32
06/19/2020		12778	MARIA GRIMARD	44
06/19/2020		12780	DIANE GUISTI	16
06/19/2020		12781	GEORGE GUTIERREZ	32
06/19/2020		12782	DIANA GUZMAN	16
06/19/2020		12783	DANIKA HALL	. 16
06/19/2020		12786	JENNIFER HAYES	16
06/19/2020		12788	CAROLYN HESS	16
06/19/2020		12791	CYNTHIA ILARDI	22

Bank Reconciliation for period ending on 6/30/2020



Check Date	Check Number	Payee	Amour
06/19/2020	12792	KELLYANN IMEIDOPF	24.0
06/19/2020	12793	STACY ISIDORE	24.0
06/19/2020	12794	JOEL ISRAEL	16.0
06/19/2020	12799	JOSEPH & COURTNEY ZARZYCKI	24.0
06/19/2020	12800	SEBAHATTIN KAZDAL	16.0
06/19/2020	12801	JOHN KEANE	16.0
06/19/2020	12802	NICOLE KELLY	16.0
06/19/2020	12804	CAROLYN KIRWAN	24.0
06/19/2020	12806	VICTORIA KOLB	16.0
06/19/2020	12807	PATRICIA KREPIL	24.0
06/19/2020	12810	ELIZABETH LONGO	16.0
06/19/2020	12812	CAROL MACCARTHY	32.0
06/19/2020	12813	ROSA MADRID	22.0
66/19/2020	12814	DEVON MAHONEY	16.0
06/19/2020	12816	JAIME MARTINEZ	16.0
06/19/2020	12817	SUSAN MATTHEWS	16.0
06/19/2020	12819	CLAUDINE MCCORMACK	24.0
06/19/2020	12820	JENNIFER MERCURIO	16.
06/19/2020	12822	DIANE MORROW .	22.
06/19/2020	12823	LAURA MURPHY	16.
06/19/2020	12824	MICHELLE NAGEL	16.
06/19/2020	12825	ITARU NAKAGAWA	30.
06/19/2020	12826	ELIZABETH NAPOLITANO	16.
06/19/2020	12828	RICHARD NORRBY	74.
06/19/2020	12829	CARRIE O'BRIEN	32.
06/19/2020	12831	SHAUN O'MALLEY	24.
06/19/2020	12832	TAKAKO OGONOWSKI	38.
06/19/2020	12833	JENNIFER OLSZEWSKI	24.
06/19/2020	12834	LAURA OPITZ	16.
06/19/2020	12835	ELLEN ORTIZ	48
06/19/2020	12839	CHRISTOPHER PINKENBURG	16
06/19/2020	12840	SHANNON POBLETE	16
06/19/2020	12841	JENNIFER RABOLT-CHIRIVAS	24
06/19/2020	12842	RALPH JIMENEZ JR	16
06/19/2020	12846	STEPHEN RINALDI	16
06/19/2020	12848	YESENIA ROJO-RESENDIZ	16
06/19/2020	12849	JOSEPHINE ROMANO	24
06/19/2020	12850	LENORE RUSSIN	16
06/19/2020	12851	JESSICA SAKALIS	16
06/19/2020	12852	2 MICHELLE SALZ	24
06/19/2020	12853	3 ASHLEY SANTER	16
06/19/2020	12854	KRISTY SAVOIA	16
06/19/2020	12856	S SUSAN SCHAFFER	. 16
06/19/2020	12857	7 EMILY SCHWARTZ	16
06/19/2020	12859	9 KYLE SMITH	16
06/19/2020	12860	KARA SONOS	16

Bank Reconciliation for period ending on 6/30/2020



Amount	Payee	Check Number	Check Date
24.00	ROSA SOTO	12861	06/19/2020
30.00	DAVID STICKLER	12862	06/19/2020
40.00	*LAURIE TILMONT	12863	06/19/2020
16.00	JAMIE VERALDI	12866	06/19/2020
16.00	STEVENWILGEROTH	12870	06/19/2020
16.00	DAVID XAVIER	12873	06/19/2020
32.00	RESUL YILMAZ	12874	06/19/2020
16.00	SCOTT YOOS	12875	06/19/2020
26,755.00	AP EXAMS	12876	06/26/2020
16.00	ROBIN DEVINE	12877	06/26/2020
16.00	TIFFANY HANSEN	12878	06/26/2020
1,575.10	NYS CHILD SUPPORT PROCESSING	12879	06/26/2020
596.45	SHERIFF OF SUFFOLK COUNTY	12880	06/26/2020
25,050.80	N.Y.S.TEACHERS RETIRE.SYS	12881	06/29/2020
787.89	NYS CHILD SUPPORT PROCESSING	12882	06/29/2020
63,355.86	Outstanding Check Total:		¥i

Prepared By . Approved By





Account	Account Name			Cahadula	Debits	Credits	Balance
Date	Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Oreans	
T 204	CAPITAL ONE T	RUST & AGEN	CY				
			BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	1,250,855.30
06/04/2020	1027913		MCCARNEY ENTERPRISES REFUND TO M	S CR-12	1,125.00	0.00	1,251,980.30
06/11/2020	18.77 TO 18.00 SO		See Cash Disbursement Schedule 57	CD-57	0.00	4,105.27	1,247,875.03
06/11/2020	1027925		Trust & Agency Deductions 6.12.20	CR-12	785,224.98 -	0.00	2,033,100.01
06/12/2020	261		FICA & MED & T&A DEDUCTIONS	JE-26	1,145,974.32	0.00	3,179,074.33
06/12/2020	1027921		REFUND FROM MCCARNEY TOURS	CR-12	975.00	0.00	3,180,049.33
	282		Interfund Transfer	JE-25	10,500.00	0.00	3,190,549.33
06/18/2020	202		See Cash Disbursement Schedule 59	CD-59	0.00	41,826.28	3,148,723.05
06/19/2020			See Cash Disbursement Schedule 60	CD-60	0.00	3,950.00	3,144,773.05
06/19/2020	1027953		Trust & Agency Deductions 6.26.20	CR-12	1,980,260.03 -	0.00	5,125,033.08
06/24/2020			AP EXAM PAYMENTS	CR-12	27,506.93	0.00	5,152,540.01
06/25/2020	1027950		See Cash Disbursement Schedule 61	CD-61	0.00	26,787.00	5,125,753.01
06/26/2020	070		FICA & MED & T&A DEDUCTIONS	JE-26	4,025,989.69	0.00	9,151,742.70
06/26/2020	270		Admin. TSA Non Elective 2019	JE-25	0.00	10,500.00	9,141,242.70
06/29/2020	268		See Cash Disbursement Schedule 58	CD-58	0.00	1,825,636.85	7,315,605.85
06/30/2020			See Cash Disbursement Schedule 62	CD-62	0.00	5,987,574.98	1,328,030.87
06/30/2020		W	See Cash Disbursement Schedule 63	CD-63	0.00	143,370.88	1,184,659.99
06/30/2020			FICA & MED & T&A DEDUCTIONS	JE-26	81,677.58	0.00	1,266,337.57
06/30/2020	280			JE-25	0.00	700,000.00	566,337.57
06/30/2020	281		Release interfund Receivable	CR-12	38,027.13	0.00	604,364.70
06/30/2020	1027958		Trust & Agency Deductions 6.30.20				604,364.70
				Grand Totals:	8,097,260.66	8,743,751.26	004,304.70

Rocky Point Union Free School District Treasurer's Report Net Payroll Checking - T205 As of June 30, 2020

Date: 7/6/2020		Date:	7/6/2020	
Prepared by: L	inda Bilski	Reviewed by:	Virginia Holloway	
	# E			
	¥			
			#	
	fi.		a	
			as a	
				(0.00)
Adjusted Dalik Dalance	as of: 6/30/2020			<u>50,078.85</u> (0.00)
Adjusted Bank Balance	25 of: 6/20/2020			
Less: O	Outstanding Checks			(9,159.24)
	×			39,230.09
Bank Balance as of: 6	/30/2020			59,238.09
	a a			
Total available balance	per General Ledger as of:	6/30/2020		50,078.85
Total available belones				
	ISDUISE NEL FAYIOII		5,253,641.59	(5,253,641.59)
Disbursements:	isburse Net Payroll		5.050.044.55	
	anding Transier	5,253,641.59		5,253,641.59
Receipts:	unding Transfer	5 252 641 50		
The series of th	010 112020		C .*	50,078.85
Reconciled Balance as of	of: 5/31/2020			50.070.05

T205

ROCKY POINT UFSD
PAYROLL ACCOUNT
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

 Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chki	ng		ROCKY POINT UFSD
Previous Balance 05/31/20	\$71,986.59	Number of Days in Cycle	30
3 Deposits/Credits	\$5,253,641.59	Minimum Balance This Cycle	\$59,238.09
21 Checks/Debits	(\$5,266,390.09)	Average Collected Balance	\$373,727.89
Service Charges	\$0.00	0	40.01.21.00
Ending Balance 06/30/20	\$59,238.09		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chking

ROCKY POINT UFSD

Date	Descript	tion	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/02	Check	99479		\$5,021.49	\$66,965.10
06/02	Check	99604		\$69.26	\$66,895.84
06/04	Check	99603		\$540.93	\$66,354.91
06/05	Check	99489		\$3,283.25	\$63,071.66
06/10	Check	99567		\$943.61	\$62,128.05
06/11	Book tra	ansfer credit FROM5277	\$1,145,974,32	7 - 1 - 1 - 1	\$1,208,102.37
06/12	SALARY	thdrawal PAYROLL ROCKYPT REG Y 061220 PAYROLL ROCKYPT IMOBSPEB		\$1,140,387.95	\$67,714.42
06/18	Check	99605		\$540.93	\$67,173.49
06/18	Check	99616		\$540.93	\$66,632.56
06/18	Check	99610		\$415.57	\$66,216.99
06/18	Check	99615		\$369.78	\$65,847.21
06/19	Check	99613		\$532.63	\$65,314.58
06/22	Check	99606		\$1,432.12	\$63,882.46
06/22	Check	99609		\$441.26	\$63,441.20
06/24	Book tra	ansfer credit FROM5277	\$4,025,989.69		\$4,089,430.89
06/24	Check	99608	1000 SI WAS INSTITUTE OF THE WAS INSTITUTE AND ADDRESS	\$585.74	\$4,088,845.15
06/24	Check	99611		\$443.17	\$4,088,401.98
06/25	Check	99617		\$1,590.61	\$4,086,811.37

Thank you for banking with us.

PAGE 1 OF 2



AS OF JUNE 30, 2020 Check # Check Date Check Amt.	
Check # Check Date Check Amt.	
Check # Check Date Check Amt.	
99386 02/07/2020 153.92	
99478 02/14/2020 5,068.09	80
99508 02/21/2020 1,394.46	(20)
99582 03/20/2020 1,394.46	*,
99612 06/12/2020 577.09	
99618 06/12/2020 30.29	
99619 06/26/2020 540.93	
9,159.24	J. Charles et a
	E 1 (**)**** (**)



Cash Account Transactions Report From 6/1/2020 To 6/30/2020

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
T 205	CAPITAL ONE N	ET PAYROLL	ā.				
7 (4			BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	50,078.85
06/11/2020	1027939		Funding Net Payroll 6.12.20	CR-12	1,145,974.32	0.00	1,196,053.17
06/12/2020	261		FICA & MED & T&A DEDUCTIONS	JE-26	0.00	1,145,974.32	50,078.85
06/24/2020	1027955		Funding Net Payroll 6.26.20	CR-12	4,025,989.69	0.00	4,076,068.54
	270		FICA & MED & T&A DEDUCTIONS	JE-26	0.00	4,025,989.69	50,078.85
06/26/2020	280		FICA & MED & T&A DEDUCTIONS	JE-26	0.00	81,677.58	-31,598.73
06/30/2020	T.		Funding Net Payroll 6.30.20	CR-12	81,677.58	0.00	50,078.85
06/30/2020	1027959			Grand Totals:	5,253,641.59	5,253,641.59	50,078.85

Rocky Point Union Free School District Treasurer's Report Scholarship Fund Checking - U200 As of June 30, 2020

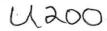
Reconciled Balance as of: 5/31/2020 52,858.26 Receipts: Live Like Susie Scholarship 500.00 Sound Beach Music 500.00 1,000.00 Disbursements: Cash Disbursements 7,900.00 (7,900.00)Total available balance per General Ledger as of: 6/30/2020 45,958.26 Bank Balance as of: 6/30/2020 51,058.26 Less: Outstanding Checks (5,100.00)Adjusted Bank Balance as of: 6/30/2020 45,958.26

Prepared by: Linda Bilski Reviewed by: Virginia Holloway

Date: 7/6/2020

Reviewed by: Virginia Holloway

7/6/2020



ROCKY POINT UFSD SCHOLARSHIP CHECKING 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423 ► Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chking			ROCKY POINT UFSD
Previous Balance 05/31/20	\$52,858.26	Number of Days in Cycle	30
1 Deposits/Credits	\$1,000.00	Minimum Balance This Cycle	\$51,058.26
7 Checks/Debits	(\$2,800.00)	Average Collected Balance	\$52,711.59
Service Charges	\$0.00		A Sames estade
Ending Balance 06/30/20	\$51,058.26		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chking	Govt	Ban	kina	Blenc	led	Chking
------------------------------------	------	-----	------	-------	-----	--------

ROCKY POINT UFSD

Date	Descript	ion		Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/29	Check	393			\$1,000.00	\$51,858.26
06/29	Check	374			\$200.00	\$51,658.26
06/29	Check	379			\$200.00	\$51,458.26
06/29	Check	377			\$200.00	\$51,258.26
06/30	Custome	er Deposit		\$1,000.00		\$52,258.26
06/30	Check	389	9		\$500.00	\$51,758.26
06/30	Check	388			\$500.00	\$51,258.26
06/30	Check	398		8 80 9	\$200.00	\$51,058.26
Total				\$1,000.00	\$2,800.00	

Govt Banking Blended Chking

ROCKY POINT UFSD

Check No.	Date	check sequence Amount	Check No.	Date	Amount	Check No.	Date	Amount
374	06/29	\$200.00	388*	06/30	\$500.00	393*	06/29	\$1,000.00
377*	06/29	\$200.00	389	06/30	\$500.00	398*	06/30	\$200.00
379*	06/29	\$200.00	,					•

Thank you for banking with us.

PAGE 1 OF 2









Account:

Capital One Scholarship Checking

Cash Account(s): U 200

Ending Bank Balance: 51,058.26 Outstanding Checks (See listing below): 5,100.00 Deposits in Transit: 0.00 Other Credits: 0.00 Other Debits: 0.00

Adjusted Ending Bank Balance:

45,958.26

Cash Account Balance:

45,958.26

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/11/2020	375	ALYSSA BAUMAN	500.00
06/11/2020	376	BENJAMIN BOGART	200.00
06/11/2020	378	ZOE CLARKE	150.00
06/11/2020	380	JARED DYLNICKI	500.00
06/11/2020	381	SUMMER FARRISS	150.00
06/11/2020	382	CHASE FUSARO	200.00
06/11/2020	383	JUDITH KIANA HAMMARTH	500.00
06/11/2020	384	DANIEL HESS	200.00
06/11/2020	385	GARRETT HESS	200.00
06/11/2020	386	MARIA HESS	200.00
06/11/2020	387	MORGAN JARAMILLO	200.00
06/11/2020	390	SAVANNAH MCGINNIS	250.00
06/11/2020	391	JADE MITCHKO	200.00
06/11/2020	392	ETHAN NICHOLS	200.00
06/11/2020	394	GRACE PARISI	200.00
06/11/2020	395	KRYSTINA REILLY	250.00
06/11/2020	396	MICHAEL SABELLA	250.00
06/11/2020	397	THOMAS SANDUSKY	200.00
06/11/2020	399	CAMERON TAYLOR	150.00
06/11/2020	400	MAKAYLA ULIANO	200.00
06/11/2020	401	BRIAN WHITMAN	200.00
		Outstanding Check Total:	5,100.00

Prepared By

Approved By



Cash Account Transactions Report From 6/1/2020 To 6/30/2020

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
U 200	CASH IN CHECK	ING	BALANCE 07/01/2019 - 05/31/2020	a a	0.00	0.00	52,858.26
00/14/2020	al ₆₆		See Cash Disbursement Schedule 2	CD-2	0.00	7,900.00	44,958.26
06/11/2020	1027951		SOUND BEACH MUSIC	CR-12	500.00	0.00	45,458.26
06/25/2020 06/25/2020	1027952		MRS, MR. ANDREWS / LIVE LIKE SUSIE MEM SCH	CR-12	500.00	0.00	45,958.26
			Grar	nd Totals:	1,000.00	7,900.00	45,958.26

Rocky Point Union Free School District Treasurer's Report Debt Service Fund Checking - V200 As of June 30, 2020

Reconciled Balance as of:	5/31/2020		3,638,669.36
Receipts:	as , r		0.00
Disbursements:	bt Service P & I	3,501,790.6	2
			(0,001,700.02)
Total available balance per General Le	dger as of:	6/30/2020	136,878.74
Bank Balance as of: 6/30/202	0		136,878.74

Prepared by: Linda Bilski Reviewed by: Virginia Holloway

Date: 7/6/2020

Date: 7/6/2020

ROCKY POINT UFSD
DEBT SERVICE FUND
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

 Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chki	ng		ROCKY POINT UFSD
Previous Balance 05/31/20	\$3,638,669.36	Number of Days in Cycle	30
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$136,878.74
6 Checks/Debits	(\$3,501,790.62)	Average Collected Balance	\$967,272.69

Service Charges (\$3,501,790.62) Ending Balance 06/30/20 \$136,878.74

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt	Banking Blended Chking			ROCKY POINT UFSD
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	Wire transfer withdrawal DTC 060120 USD0006540492		\$1,670,000.00	
06/01	ACH Withdrawal DEPOSITORY TRUST CONS COLL 060120 ROCKY POINT SD NY 50882850		\$52,375.00	\$1,916,294.36
06/15	Wire transfer withdrawal DTC 061520 USD0006594188		\$365,000.00	\$1,551,294.36
06/15	Wire transfer withdrawal DTC 061520 USD0006594204		\$570,000.00	\$981,294.36
06/15	Wire transfer withdrawal DTC 061520 USD0006595625		\$594,741.66	\$386,552.70
06/15	ACH Withdrawal DEPOSITORY TRUST CONS COLL 061520 ROCKY POINT SD NY 50882850		\$249,673.96	\$136,878.74
Total		\$0.00	\$3,501,790.62	

Thank you for banking with us.

PAGE 1 OF 2





Cash Account Transactions Report From 6/1/2020 To 6/30/2020

Account	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number Invoice #	vendorib	Explanation				
V 200	CASH		BALANCE 07/01/2019 - 05/31/2020		0.00	0.00	3,638,669.36
06/01/2020	244	20	Debt Service payment principal and Interest 2020	JE-25	0.00	3,501,790.62	136,878.74
00/01/2020	-		Gran	d Totals:	0.00	3,501,790.62	136,878.74

	S	TUDENT ACTIV	***************************************	S		
		June	9-20			
ROM: 6/1/20	20					
6/30/2020					JE	
		6/1/2020			OR	C/20/0000
ACCOUNT	NAME	BEG. BAL.	RECEIPTS	DISB	TRANSFERS	6/30/2020 END BAL.
630-7	LEADERS CLUB	\$211.82	ALOLII 10	\$150.00	\$0.91	
630-8	MATH HONOR SOCIETY	\$56.78		\$150.00	\$0.38	\$62.73
630-9	VARSITY CLUB	\$620.67		\$400.00	\$2.01	\$57.16
6310	SCIENCE CLUB	\$324.89		\$400.00	\$2.17	\$222.68
6311	SPACE CLUB	\$742.71			\$4.95	\$327.06
6351	STUDENT COUNCIL-MS	\$4,262.24			\$26.72	\$747.66 \$4,288.96
635-3 .	MS/YEARBOOK	\$13,398.37	\$2,515.00	\$8,670.00	\$43.30	\$7,286.67
640-3	BUSINESS CLUB	\$14.02	Ψ2,010.00	Ψ0,070.00	\$0.09	
640-4	MS ROBOTICS	\$152.67			\$0.62	\$14.11 \$153.29
645-2	NICER NEIGHBOR CLUB	\$5,241.88			\$24.71	
645-4	COMMUNITY SERVICE	\$4,196.56			\$28.36	\$5,266.59
645-7	SKILLS USA	\$257.01		\$250.00	\$0.36	\$4,224.92
6460	GAY/STRAIGHT ALLIANCE	\$0.01		Ψ230.00	φ0.30	\$7.37
6461	HUMAN RIGHTS CLUB	\$160.45			\$1.07	\$0.01
65010	SADD	\$1,274.52			\$8.50	\$161.52
650-115	THESPIAN TROUPE	\$337.31			\$2.20	\$1,283.02 \$339.51
650-12	HS YEARBOOK CLUB	\$23,819.33			\$138.45	\$23,957.78
650-16	HS STUDENT COUNCIL	\$7,020.95		\$250.00	\$43.45	\$6,814.40
650-17	ART CLUB	\$1,390.21		Ψ230.00	\$9.27	
65018	BUSINESS HONOR	\$803.51	·		\$5.36	\$1,399.48 \$808.87
650-25	JAE STUDENT COUNCIL	\$1,726.57			\$13.18	\$1,739.75
6533	ROBOTICS HS	\$502.64			\$3.35	\$505.99
6540	HISTORY HONOR SOCIETY	\$99.40			\$0.66	\$100.06
6542	MATH TEAM	\$201.00			\$1.34	\$202.34
	Sub Total	\$66,815.52		\$9,720.00		\$59,971.93
700	INTEREST	\$352.66		Ψ3,120.00	(\$352.66)	\$0.00
	TOTALS	\$67,168.18			\$8.75	\$59,971.93
		6/1/2020			CASH	6/30/2020
		BEG. BAL.	RECEIPTS	DISB.	MOVE	END BAL.
	(ING ACCT - CAP ONE	\$67,079.14	\$2,515.00	\$9,720.00		\$59,874.14
91- DUE FF	ROM GENERAL	\$89.04			\$8.75	\$97.79
		\$67,168.18			\$8.75	\$59,971.93
certify that t	L his financial report is correct, th	l at all cash receir	ots have been re	ecorded and o	deposited	
ntact, that al	l disbursements were supported	d by the proper a	uthorities and d	ocumentary e	vidence	
vith state lav	vs, regulations and school board	d regulations.				
Prepared by	: Linda Bilski	Reviewed by:	1/:	: 10	7	
oparoa by	1 20. 000 000	neviewed by.	YIYGIK	la to	9	
			1	0	9	
	1			I	T I	

Rocky Point Union Free School District Treasurer's Report Extra Class Checking - X201 As of June 30, 2020

Reconciled Balance as o	of: 5/31/2020		67,079.14
Receipts:	MS Yearbook Sales	2,515.00	
			2,515.00
Disbursements:	Cash Disbursements	9,720.00	(0.720.00)
	an ge		(9,720.00)
Total available balance	per General Ledger as of:	6/30/2020	59,874.14
			*
Bank Balance as of: 6	/30/2020		61,638.64
Less: C	utstanding Checks		(1,764.50)
Adjusted Bank Balance	as of: 6/30/2020		59,874.14
			0.00

Prepared by: Linda Bilski Reviewed by: Date: 7/6/2020 Date:

Virginia Holloway
7/6/2020

X201

ROCKY POINT UFSD EXTRA CLASS CHECKING 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423 Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

\$8,870.00

ACCOUNT SUMMARY

Total

FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Govt Banking Blended Chking			ROCKY POINT UFSD
Previous Balance 05/31/20	\$67,993.64	Number of Days in Cycle	30
2 Deposits/Credits	\$2,515.00	Minimum Balance This Cycle	\$59,583.64
2 Checks/Debits	(\$8,870.00)	Average Collected Balance	\$65,833.30
Service Charges	\$0.00		
Ending Balance 06/30/20	\$61,638.64		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2020 - JUNE 30, 2020

Banking Blended Chking			ROCKY POINT UFSD
Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
Customer Deposit	\$260.00		\$68,253.64
Check 11327		\$8,670.00	\$59,583.64
Customer Deposit	\$2,255.00	The second production of	\$61,838.64
Check 11325		\$200.00	\$61,638.64
	Description Customer Deposit Check 11327 Customer Deposit	DescriptionDeposits/CreditsCustomer Deposit\$260.00Check11327Customer Deposit\$2,255.00	DescriptionDeposits/CreditsWithdrawals/DebitsCustomer Deposit\$260.00Check 11327\$8,670.00Customer Deposit\$2,255.00

Govt Bank	cing Blende	d Chking					ROCE	Y POINT UFSD
Checks * de	esignates gap in	check sequence		3				*
Check No.	Date	Amount	Check No.	Date	Amount	Check No.	Date	Amount
11325	06/30	\$200.00	11327*	06/23	\$8,670.00			

\$2,515.00

Thank you for banking with us.

PAGE 1 OF 2



Bank Reconciliation for period ending on 6/30/2020



Account:

Capital One Extra Class Checking

Cash Account(s): X 201

Ending Bank Balance:		61,638.64
Outstanding Checks (See listing below):		1,764.50
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	5 Bb.	0.00
Adjusted Ending Bank Balance:		59.874.14

Cash Account Balance:

59,874.14

Outstanding Check Listing

#3# 7	Check Date	Check Number	Payee	Amount
	02/25/2020	11317	ROCKY POINT CHILD NUTRITION	314.50
	03/03/2020	11318	WILLIAM JAMES PHOTOGRAPHY	600.00
	06/11/2020	11322	MARIANN BORNEMANN	250.00
	06/11/2020	11323	MEGAN ELISABETH BUCHLER	250.00
	06/11/2020	11324	JOHNHENRY DYROFF	200.00
	06/11/2020	11326	JADE MARIE MITCHKO	150.00
			Outstanding Check Total:	1,764.50

Prepared By

Approved By

Cash Account Transactions Report From 6/1/2020 To 6/30/2020



Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits		Balance
X 201	CAPITAL ONE C	HECKING						
			BALANCE 07/01/2019 - 05/31/2020		0.00	0.00		67,079.14
00/47/0000	1027944		MS Yearbook Sales	CR-12	260.00	0.00		67,339.14
06/17/2020	1021944		See Cash Disbursement Schedule 21	CD-21	0.00	9,720.00		57,619.14
06/30/2020 06/30/2020	1027966		MS Yearbook Sales	CR-12	2,255.00	0.00		59,874.14
06/30/2020	1027300		An and a second	Grand Totals:	2,515.00	9,720.00	Name of the last o	59,874.14

July 3, 2020

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, 2020 through June 30, 2020

Board of Education:

I have completed my internal claims auditing services for the Rocky Point School District covering the period June 1, 2020 through June 30, 2020. 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:

- 1. Verification of the accuracy of invoices and claim forms
- 2. 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 3, 2020

Page 2

Re: Internal Claims Audit Report for the time period of June 1, 2020 through June 30, 2020

- 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, 2020 through June 30, 2020 I have audited 468 claims against the District in the amount of \$14.341.710.56. (See attached Exhibit I) I made inquiries and/or observations into 44 claims in the amount of \$857.206.72. 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, 2020 through June 30, 2020. 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

					LAIL					
Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
	6/12/2020	70	A	72	1,046,548.39	17	254,992.34	17		113819-113889
6/19/2020	6/22/2020	72	A	43	3,277,822.95	18	192,346.01	13	-	113890-113930
6/26/2020	6/26/2020	73	٨	50	1,973,551.67	11	398,526.10	11	-	113931-113980
6/11/2020	6/12/2020	23	С	43	3,618.31	•	•	•	-	11868-11910
6/19/2020	6/22/2020	24	С	3	431.86	-	-	-	-	11911-11913
6/11/2020	6/12/2020	22	F	3	40,495.00	1	1,275.00	1	•	4557-4559
6/26/2020	6/26/2020	23	F	1	2,000.00	-	•	•	-	4560
6/11/2020	6/12/2020	24	H	2	54,736.40	-	•	-	•	1103-1104
6/19/2020	6/22/2020	25	H	1	89,325.00	-		•	-	1105
6/11/2020	6/12/2020	<i>5</i> 7	T	2	4,105.27	-	•		_	12699-12700
6/12/2020	6/12/2020	58	T	21	1,771,317.45	-	-	-	•	5115456-5115474
6/19/2020	6/22/2020	59	T	7	41,826.28	1	1,397.27	1	_	12707-12713
6/19/2020	6/22/2020	60	T	162	3,950.00	-	-	-		12714-12875
6/26/2020	6/26/2020	61	T	3	26,787.00				-	12876-12878
6/26/2020	6/26/2020	62	T	21	5,987,574.98	-	-	•	•	12879-12880,
										5115475-5115493
	6/12/2020	2	U	28	7,900.00	-	•	-	-	374-401
	6/12/2020	21	<u> </u>	6	9,720.00	1	8,670.00	1	-	11322-11327
TO	TAL			468	\$ 14,341,710.56	44 9	857,206.72	44	-	
	L	gend:								

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

2019 / 2020 YTD

heck amount not equal to invoices Diffice heck amount not equal to invoices Over the heck amount not equal to invoices Check amount not equal to invoice not equal to invoi	y unpaid invoice(s) next warrant licerence 45: Immaterial, claim paid repaid recurring vendor by less than 10; credit will be taken off on next ment to vendor if it reissue at time of service id & reissue at time of service curring vendor; credit memo pulled from thet to apply to next invoice). Funds carried over cek void by AP id & reissue lid for missing information thup Provided id check	1 0.0% 0.00% 0.00% 0.00% 1 0.97% 0.00% 1 0.97% 0.00% 0.00%	Reb-20 . a.cox	Mar-20 1 0.20% 2 00% 2 00% 2 00% 2 00% 2 00%	Apr-20 - 0.00% - 0.00% - 0.00% - 0.00% - 0.00% - 0.00% - 0.00%	May-20 1 0.17x 1 0.17x 1 0.17x 4.00x 0.00x	Jun-20 2 0.45% 0.00% 0.00%
neck amount not equal to invoices \$100 paym neck amount not equal to invoices void neck issued prior to service void redit not taken Rece pack parties of the pack pack parties of the pack pack pack pack pack pack pack pack	erpaid recurring vendor by leas than 30; credit will be taken off on next ment to vendor if & reissue at time of service curring vendor; credit memo pulled from thet to apply to next invoice before the control over cek void by AP id & reissue dt for missing information ckup Provided	0.00% 1 0.97% 0.00% 1 0.97% 5 1.37% 0.00% 0.00%	0.00% 0.00% 0.00% 2 0.87%	0.00% - 0.00% - 0.00% - 0.00%	. 0.00% 2 1.50% 0.00% 0.00%	1 0.17% 1 0.17% - 0.00% 0.00%	. 0.00% 0.00%
stock amount not equal to invoices Void paym heck issued prior to service Void redit not taken Recupies and prior to service P.O. P.O. pack arrent year expense paid prior year P.O. P.O. uplicate payment Chec correct vendor name Void sufficient supporting backup Holi sufficient supporting backup Bark sufficient supporting backup Void voice date precedes PO date Note voice over 90 days outstanding/undated venices not listed separately on check Void voice previously stamped by claims auditor Control of the payment	10; credit will be taken off on next ment to wendor it & reissue it & reissue at time of service curring vendor; credit memo pulled from the to apply to next invoice). Funds carried over cck void by AP it & reissue lill for missing information the provided over ckup Provided	1 0.97% 0.00% 1 0.97% 5 1.37% 0.00%	0.00% 0.00% 0.00% 2 0.87%	. 0.00% . 0.00% 0.00%	2 15%s 0.0%s 0.00s	. a.1≥s . a.005× a.005×	0.00% . 0.00%
heck amount not equal to invoices Void heck issued prior to service Void redit not taken Recu pack harrant year expense paid prior year P.O. Lipicate payment Chec correct vendor name Void sufficient supporting backup sufficient supporting backup sufficient supporting backup sufficient supporting backup voice date precedes PO date voice over 90 days outstanding/undated voices not listed separately on check sepa voice previously stamped by claims auditor Con	ment to vepdor if & reissue if & reissue at time of service curring vendor; credit memo pulled from thet to apply to next invoice). Funds carried over cck void by AP if & reissue ld for missing information tkup Provided	0.00% 1 0.87% 5 1.37% 0.00%	. 4.00% 0.00% 2. 4.87%	. 0.00% 0.00%	0.00% 0.00%	4.000x 0.000x	a.00=
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heck issued prior to service redit not taken Recupek turrent year expense paid prior year P.O. P.O. Applicate payment correct vendor name sufficient supporting backup sufficient supporting backup sufficient supporting backup sufficient supporting backup woice date procedes PO date woice over 90 days outstanding/undated woices not listed separately on check separately on check separately previously stamped by claims auditor Continued to the previously stamped by claims auditor Continued to the previously stamped by claims auditor Continued to the pack to the	id & reissue at time of service curring vendor; credit memo pulled from thet to apply to next invoice). Funds carried over cck void by AP id & reissue ldl for missing information tkup Provided	0.00% 1 0.87% 5 1.37% 0.00%	. 4.00% 0.00% 2. 4.87%	0.00%	0.00×	0.00%	
redit not taken Arrent year expense paid prior year P.O. Applicate payment Chec Accorded tendor name Void Banklificient supporting backup Banklificient supporting backup Banklificient supporting backup Sufficient supporting backup Woid Accorded to the Supporting backup Woid Woice date precedes PO date Woice date precedes PO date Woice over 90 days outstanding/undated Woid Woices not listed separately on check	curring vendor; credit memo pulled from thet to apply to next invoice). Funds carried over cek void by AP id & reissue hld for missing information thus Provided	1 0.57% 5 1.37% 0.00% 0.00%	0.00% 2 4.87%		0.00×	0.00%	
pack urrant year expense paid prior year P.O. p	ket to apply to next invoice .). Considerated over considerated o	5 1.37% 0.00% 0.00%	2 4.87%		*****		D. 00%
Amrent year expense paid prior year P.O. Lyphicate payment Chec neomed vendor name Void naufficient supporting backup Holo naufficient supporting backup Sufficient supporting backup Void naufficient supporting backup Noid navoice date procedes PO date novoice over 90 days outstanding/undated Noic novoices not listed separately on check Separat). Funds carried over cck void by AP id & reissue dld for missing information ckup Provided	0.00%				0.00%	
huplicate payment Check neorrect vendor name Void naufficient supporting backup Holo naufficient supporting backup Void naufficient supporting backup Void woice date procedes PO date nvoice over 90 days outstanding/undated voice over 90 days outstanding/undated voices not listed separately on check	cck void by AP id & reissue ild for missing information ekup Provided	0.00%				0.01/3	0.00%
scorrect veudor name Void sufficient supporting backup Hole sufficient supporting backup sufficient supporting backup sufficient supporting backup voice date procedes PO date voice over 90 days outstanding/undated voices not listed separately on check voice previously stamped by claims auditor Control	id & reissue ild for missing information ekup Provided	0.00%	0.00-	1 0.39%	1 0.69%	2,00%	
sufficient supporting backup sufficient supporting backup sufficient supporting backup void woice date procedes PO date woice over 90 days outstanding/undated void woices not listed separately on check	ld for missing information ekup Provided		0.00%	0.00%	4,00 ₅ s	5 45%	0.00% - 0.00%
assufficient supporting backup Back sufficient supporting backup Void worked as the proceeder PO date worked over 90 days outstanding/undated Veril workes not listed separately on check separately on check separately on check Control of the proviously stamped by claims auditor Control of the proviously stamped by claims auditor	ckup Provided	0.00-	0.00%	0.00%	. 0.00%	1 0.17%	. 0.00% 0.00%
nsufficient supporting backup Void woice date precedes PO date Note woice over 90 days outstanding/undated woices not listed separately on check void separately on check convoice previously stamped by claims auditor Con		0.00%	4.00%	0.00%	. 0.00%	- 0.00%	
woice date precedes PO date Note woice over 90 days outstanding/undated voices not listed separately on check voices not listed separately on check separately on check control of the con	id check	0.97%	2 0.57%	1 0.19%	1 00%	0.00m	0.00%
nvoice over 90 days outstanding/undated Veril voices not listed separately on check Void separately on check separately on check		0.00%	. 0.00%	0.00%	0.00%	2.60%	4.00%
nvoices not listed separately on check Void separately on check Control of the Co	sed by Business Office	14 2.86%	7 3.00×	8 3.1%	3 2.07%	8 1.55	4.00%
separ nvoice previously stamped by claims auditor Conf	nified no duplicate payment	9 2.47%	5 2.16%	5 1.95%	1 2.76%	7 1.16%	7 1.50%
nvoice previously stamped by claims auditor Conf	id and reissue with all invoices itemized) 0.97%	0.00%	. 0.00%	0,00%		13 2.78%
	carately				O. I.A./A	0.00%	0.00%
dissing administrator ansuroval endorsement Rece	nfirmed original check void	\$ 1.10%	0.00%	1 0.39%	. 0.00%	4 81114	
	ceived proper authorization	0.00%	aget	. 0.00%	. 0.00%	0.00%	2 0.43%
dissing receiving signature on invoice or PO Veri	rified receipt of goods/services	- 0.00 ; s	0.00%	. 0.00%	. 0.00%	0.00% 0.00%	0.00%
	id & reissue after P.O. encumbered	. 0.00%	. 0004	0.00%	0.00%	0.00%	1 0.21%
Not an original invoice Copy	py, fax or statement accepted	2 0.196	S 2.16%	5 1.95%	0.00%	2 0.13%	. 0.00%
aid sales tax Void	id and reissue	0.00%	. 0.00%	. 0.00%	0.00%	2 0.00%	13 2.78%
O insufficient funds PO !	funds increased post invoice/paid direct	3 0.82%	4 1.2%	2 0.78%	1 2,76x	2 0.0%	6 1.22%
from	m budget code		-	• • • • • • • • • • • • • • • • • • • •	\$ 2,50m	2 02396	0,00%
rior year invoice paid current year funds Note	ted by Business Office	l <i>0.97</i> %	3 1.50%	1 0.29%	. 0.00%		
re-dated Invoice Hole	ld until service date	0.00%	4006	4.00%	0.00%	3 4.50%	0.00%
eparation of Duties Same	ne individual signed P.O. and authorized	. 0.00%	0.00%	0.00%	. 0.00%	0.00%	. 0.00%
	ment; additional admin approval					. 0.00%	0.00;6
	wided						
aid invoice for services not provided due to Covid- The	e district continues to pay vendors in	. 0.00%	0.00%	. 0.00%	1 0,69%		
	ordance with the CARES Act of 2020	•		. 2.00.0	1 0.000	0.00%	. 0.00%
exide	defines to continue to pay contractors						
	ring the period of any disruptions or						
	sures related to coronavirus to the greatest						
	ent practicable.						
otal Number (#) of Inquiries		42 11.51%	28 12.12%	25 9.295	16 //.03%	Ps -	
					10 11,000	31 <i>s.14</i> 75	44 9.40%
otal Claims Audited		365 100.00%	231 102.00%	257 100.00%	145 100.00m	603 100.10%	468 100.00%
otal Outstanding Inquiries		0 0.00%					100.00%

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

2019 / 2020 YTD

Analysis by Dollar Value			2019 / 2020 YTD				
leason For Inquiry	Resolution	Jan-20	Feb-20	14 00			
Il invoices not reflected on check	Pay unpaid invoice(s) next warrant	. 0.00%	Peb-20	Mar-20 1,055.09 @@w	Арт-20	May-20	Iun-20
herk amount not equal to invoices	Difference \$5; Immaterial, claim paid	. 0.00%	0.00%	1,055.09 2.29%	. 0.00%	96.00 a00%	585.23 0.00%
herk amount not equal to invoices	Overpaid recurring vendor by less than	0.00%	0.00%	0.00%	2.00%	96.00 aaus	. A.OO,E
	\$100; credit will be taken off on next		0.00	. 000	6,681,43 0.19%	12,916.29 <i>0.18</i> %	0.00≈
	payment to wendor						
Check amount not equal to invoices	Void & reissue	5.250.46 4.00x	. 000%	- 0.00%	a		
Check issued prior to service	Void & reissue at time of service	. 0.00%	2005	2.005	- 0.00% - 0.00%	0.00%	0.00%
Credit not taken	Recurring vendor; credit memo pulled from	37.23 0.00%	. 0.00%	0.005		a.00×	- 0.00%
-	parket to apply to next invoice			0.00%	- 0.00%	. 0.00 .c	0.00%
Current year expense paid prior year P.O.	P.O. Funds carried over	66.885.62 0.78×	5.334.57 0.11%	9.577.00 0.83%	17.205.00 a.349×	. 0.00%	
Duplicate payment	Check void by AP	. 0.00%	0.00%	. 00%	0.00%	430.00 0.01%	. 0.00%
incorrect vendor name	Void & reissue	. 0.00%	0.60%	0.00%	. 0.00%		
Insufficient supporting backup	Hold for missing information	0.00%	0.00%	0.00%	2.00%	1,137.09 0.02≤ 0.00≤	0.00%
Insufficient supporting backup	Backup Provided	950.53 0.01%	194031 004	262.50 a.a/m	800.63 4.626		. 0.00x
Insufficient supporting backup	Void check	0.00%	0.00%	0.004	. 0.00%	. 0.00%	. 0.00%
Invoice date precedes PO date	Noted by Business Office	87.815.52 1.02%	23.891.37 0.51%	27.352 3 0.65%	16.496.00 0.33%	0.00%	0.00%
Invoice over 90 days outstanding/undated	Verified no duplicate payment	35,337,12 44/5	78.510.17 1.69%	1,907.80 0.0%	20.076.72 0.40%	170,512.84 2,326	123,213.23 0.80%
Invoices not listed separately on check	Void and reissue with all invoices itemized	1.030.70 0.01%	0.00%	- 0.00%	. 0.00%	6,130,84 0,09%	210,602.81 1.47%
• •	separately			- 0.00,0	. 430%	. 4.00%	0.00%
Invoice previously stamped by claims auditor	Confirmed original check void	125,394.45 1.486	0.00%	710.69 0.036	0.00%	0.00%	
Missing administrator approval endorsement	Received proper authorization	0.00%	0.00%	2,00%	0.00%	0.00%	64,735.19 a 45%
Missing receiving signature on invoice or PO	Verified receipt of goods/services	. а.оож	. 0.006	0.00%	2.00%	0.00%	. 0.00%
No Purchase Order encumbered	Void & reissue after P.O. encumbered	. 0.00%	0.00%	4,00%	0.00%		8,670.00 0.09%
Not an original invoice	Copy, fax or statement accepted	16.245.74 Q/9#	3.548.94 4.6%	6.255.28 0.15%	0.00%	4.00%	- 0.00%
Paid sales tax	Void and reissue	. 0.00%	. 0.00%	4,005	0.00%	188.32 a.ooc	17,875,30 <i>4.12</i> %
P() insufficient funds	PO funds increased post invoice/paid direct	4.018.72 @45%	10.195.93 4.87%	3,800.00 0.49%	94.156.04 4.89%	. 0.00x	431,524.96 3.01%
	from budget code	.,	20,2.02.0	3,000.00 1/4/9	99,130,04 <i>1.00</i> %	4,813.42 0.07,6	0.00%
Prior year invoice paid current year funds	Noted by Business Office	17.900.00 4.2/%	14.475.96 0.31%	16.898.70 @40%	0.00%	Ara an	*
Pre-dated Invoice	Hold until service date	2.00%	. 0.00%	0.00%	. 0.00%	\$69,28 a.ors	£ 00%
Separation of Duties	Same individual signed P.O. and authorized	400%	0,005	0.00%		. 0.00%	0.00%
•	psyment; additional admin approval			v.ov.s	- avox	a ansc	0.00%
	provided						
Paid invoice for services not provided due to Covid-	The district continues to pay vendors in	8.00%	. 0.00%	0.00%			
19 school closure.	accordance with the CARES Act of 2020	,.		0.00%	441,114.51 8.69%	0.00%	0.00%
	guidelines to continue to pay contractors						
	during the period of any disruptions or						
	closures related to coronavirus to the greatest						
	exent macticable.						
Fotal Value (\$) of Inquiries		360,966.19 4.20%	167,897.25 A.62%	67,819.19 1.61%	596,530.33 11.76×	196.890.08 z.69s	857,206.72 4,98%
Total Claims Audited							3300
total Causia Audited		8,594,771.70 100.00%	4,644,098.75 100.00%	4,211,093.73 /00.00%	5,073,938.29 100.00%	7,326,477.47 100.00%	14,341,710.56 100.00%
Fotal Outstanding Inquiries		0.00		· · - · · · · · · · · · · · · · · · · ·			
		0.00%	- 0.00%	0.00%	- 0.00%	. 0.009	· 0.

Rocky Point School District Internal Claim Audit Notable Exceptions Exhibit III

Voided Checks - June 2020

Fund	Ck#	Amount \$	Vendor	Warrant#	Warrant Date	Reason For Inquiry	Resolution	
None		•	*	 		1		
1		-						
Total	1 Void	-						

Other Notable Exceptions - June 2020

1					Warrant			1
Fund	Ck#	Amount \$	Vendor	Warrant #	Date	Reason For Inquiry	Resolution	
None		•						
ļ		-						
Total	0 Inquiries	•						

Rocky Point School District Internal Claims Audit Payroll Audit Exhibit IV

Audited Payroll Checks - June 2020

und	Ck#	Amount \$	Employee	Payroll Date Exceptions
**No F	Payroll Aud	lit for June Payr	olls. Relevant emplo performe	yee documents/contracts are unavailable as Claims Auditing Services are currently being d remotely due to the Coronavirus Pandemic.

^{*}Please note all checks have been selected at random using a random number generator.

^{**}A result of no exceptions means that the the payroll check is accurate when compared against contracts, renewal letters and other documents.

August 5, 2020

Board of Education Rocky Point School District 90 Rocky Point-Yaphank Road Rocky Point, NY 11778

Re: Interna

Internal Claims Audit Report for the period July 1, 2020 through July 31, 2020

Board of Education:

I have completed my internal claims auditing services for the Rocky Point School District covering the period July 1, 2020 through July 31, 2020. 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:

- 1. Verification of the accuracy of invoices and claim forms
- 2. 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 August 5, 2020

Page 2

Re: Internal Claims Audit Report for the time period of July 1, 2020 through July 31, 2020

- 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 July 1, 2020 through July 31, 2020 I have audited 246 claims against the District in the amount of \$3,280,177.89. (See attached Exhibit I) I made inquiries and/or observations into 65 claims in the amount of \$673,928.87. 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 July 1, 2020 through July 31, 2020. 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

Rocky Point School District Internal Claims Audit By Fund Exhibit I

Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
7/15/2020	7/15/2020	2	Α	106	2,123,205.92	28	519,877.10	28	-	113418-114085
7/22/2020	7/22/2020	3	A	34	175,577.13	8	32,777.15	. 8		114086-114118
7/29/2020	7/29/2020	5	A	40	232,359.92	28	118,268.26	28	_	114119-114157
7/15/2020		I	\mathbf{C}^{\cdot}	2	665.61	•	· -	-	-	11914-11915
7/15/2020		1	F	1	900.00	-	-	-		4561
/15/2020	7/15/2020	1	H	1	3,006.36	1	3,006.36	1	_	1106
	7/22/2020	2	H	1	71,340.00	-		-	_	1107
7/9/2020	7/1 <i>5</i> /2020	1	T	18	314,724.62	-	•	-	-	12883-12884,
										5115509-5115524
	7/15/2020	2	T	24	844.34	-	•	-	•	12885-12908
	7/22/2020	3	T	2	•	' Warrant ne	ts to \$0 after void	check**		12909
//23/2020	7/22/2020	4	T	17	357,553.99	•	-	-	-	12910-12911,
										5115525-5115539
TOT	TAL			246	\$ 3,280,177.89	65 \$	673,928.87	65	-	
	L	egend:					······································			
A - General P (A) - Chase General										
C - Cafeteria T - Trust & Agency										
F - Fe	deral	HB - Bond 2003	3							
H-C	apital	CM- Misc Spec F	Revenue	1						

CM- Misc Spec Revenue HCP - Capital Projects TE-Expendable Trust

John F. Dennehy, Jr. Certifed Public Accountant, PC

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

2020 / 2021 YTD

Analysis by Number of Inquiries	Resolution						
All invoices not reflected on check		Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
	Pay unpaid invoice(s) next warrant	0.00%	ADTV-01	ימקחם:	#DIV/OF	· #DFV/01	#DITYOF
heck amount not equal to invoices	Difference ≤1; Immaterial, claim paid	- 0.00%	*D∏′XOI	וס:עזעני	• #DIV/0!	#D/17/01	יט/יותי
heck amount not equal to invoices	Will pay balance with next invoice	0.00%	*DR!W	. IDNA	/DIV@	. ADT\%0!	שליח שני
hock amount not equal to invoices	Void & reissue	- 0.00%	- <i>≱DJ</i> T!™	- <i>₽DП/0</i> 0	*DTY@	#D[7;0]	#D/11/0!
theck does not reflect all invoices paid	Void & reissue check to reflect all invoices			•	*		
	paid as separate line items	0.00%	<i>₽D∏70</i> 2	*DIV*0i	#DTV/O	ADIV/0!	<i>₹DTV/</i> 0:
Aurrent year expense paid prior year P.O.	P.O. Funds carried over	1 0.41%	∌D∏\XV	• #DE*/O(#DIV/01	#DIV/B!	· #DFV/0:
hiplicate payment	Void check	- a.oo%	- <i>₽D∏'/0</i> /	· #DIV/O!	- #DD:/01	<i>₹D∏/0</i> /	*DTV/01
ncorrect vendor name	Name misspelled; name corrected in system,	0.00%	- <i>₩DIV/0</i> ℓ	. #DI\'/0!	. IDSVIDI	. ADTVA	#DIV/Q
	claim paid						
nsufficient supporting backup	Hold for missing information	- 0.00×	· »DIV:0!	• #DTV/01	- *DIV/OI	· IDN/A	ADD/O
usufficient supporting backup	Backup Provided	5 203%	<i>₩DIV/0!</i>	· #DIV/OI	*DT/W	IDIVA	#DIY/O
nsufficient supporting backup	Void check	· 0.00%	· #DFV/01	• *DTV/0!	· #D.TV/0/	*DN/AP	/DIV.tr
nvoice date precedes PO date	Noted by Business Office	32 13.01%	· #DF\/0!	- #DIVA	*DIV:0/	· *DT/0!	· #D[V/0!
woice over 90 days outstanding/undated	Verified no duplicate payment	10 4.02%	/DN/0!	יס/יוסי	· *D[V/01	- 4DIV@	. #DIV/0:
woice previously stamped by claims auditor	Confirmed original check void	2 0.81%	ימינוסיי	· #DIVÆ	*DIVO!	*DR/O	
lissing administrator approval signature	Received proper authorization	. 0.00%	יסיחים	- #DIV-0!	- *DIVA	• IDIVO	*DIVA
dissing receiving signature on invoice or PO	Verified receipt of goods/services	· 0.00%	IDIV/Q	- #DIV@	- 4DIV/0:	• #DJV/0/	#DTV/OF
Aissing second signature on check	Hold for approval of second check signer	0.00%	· IDIVA	- <i>IDIVA</i> I	- 4DIV/0	- #DIVA	#DIV/O
lot an original invoice	Copy, fax or statement accepted	4 1.62%	<i>*D</i> 77:99	· #DIVAR	»DTV/dt		*DN/or
aid sales tax	Void & reissue	0,00%	. *************************************	#DIVIDI	#DTVAR	• #DIV/01	*DFV/0:
O insufficient funds	PO funds increased post invoice/paid direct	5 2.03%	*DIV/0i	ייברוסיי ייברוסיי	#DIV/R	<i>₩DΠ';Φ!</i> <i>₩DΠ';</i> ₩	• #D[V/0! • #D[V/0!
	from budget code				224 V/W	***************************************	. *DIVA
rior year invoice paid current year funds	Noted by Business Office	6 24%	. #DIV:01	*DTY/0!			
re-dated Invoice	Hold until service date	. 0.00%	*DT\%	*DIVA:	**************************************	#DfV/0!	אט,ידומי
eparation of Duties	Same individual signed P.O. and authorized	. 0.00%	*DU/O	- 401V/W	#DIV/0! #DIV/0!	*DIV/Q:	אסירתם א
•	payment; additional admin approval		-2.75		AZILYA	#DIV/0!	יט/יחמיו
	provided						
	Utilizing recipient verification procedure						
tra Class club purchased gift cards for needy fan		- 0.00%					
otal Number (#) of Inquiries	my matricipi si mon social works:	65 26426	- #DN/01	. #DIV/01	· *DIV/0!	//DIV/Q!	- #DIV/0:
and summer for an emiliaries		03 M.4%	- #DFV/0#	- 4DIV/0!	- 10[1/01	- NDTV/0:	- <i>«DIV/0</i> :
otal Claims Audited		246 100.00%	- #DIV/0:	- 4DJV/0!	• <i>WDT*/01</i>	· #DIV/ai	- #DF900
otal Outstanding Inquiries							- 2017/01
one One-reming furtures		0 0.00%	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!	0 #DIV/01	0 #D

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

2020 / 2021 YTD

leason For Inquiry	Resolution						
l invoices not reflected on check		Jul-20	Aug-20				
seek amount not equal to invoices	Pay unpaid invoice(s) next warrant	· 0.00x		Sep-20	Oct-20	Nov-20	
seck amount not edital to fileotoes	Difference \$1; Immaterial, claim paid	0.00%	#DIV/0!	*DIV/O	*DIV/0!		Dec-20
neck amount not equal to invoices	Will pay balance with next invoice	2005	4DD;01	*DIV:to		<i>≱D</i> ∏∕⁄0/	*Dny
neck amount not equal to invoices	Void & reissue		*DN/0	· 4DTV01	*DTV/di	*DTV/0!	*DTV
neck does not reflect all invoices paid	Void & reissue check to reflect all invoices	0.00%	#DD\x0!	· *DIV@*	<i>4D∏/0</i> !	• #DIV/0!	IDN:
-	paid as separate line items	0.00±	*DTV/0!	#DIVA	· #DTV/QI	. #DfV/01	*DIV
arrent year expense paid prior year P.O.	Por se schriste title nette			FOIVAL	- *D[V/0	*DIVAY	
uplicate payment	P.O. Funds carried over	352.20 aois					*Dny
somect vendor name	Void check	0.00%	#DD100i	ADIV/O:	#DIV/0!		
correct ventior name	Name misspelled; name corrected in system,	200%	4DTV;10!	/DIV/a		יס/יחסי	. #DN:A
	claim paid	4.00,0	<i>≜DIV/0</i> #	#DIV/0!	#DTV/0₽ #DTV/0₽	*DIV/Of	*DIV:
asufficient supporting backup	Hold for missing information			• •	*DSVA!!	- #DTV/01	#DIV:
sufficient supporting backup	Backup Provided	4.00,5	*Dn/o				-5.00
isufficient supporting backup	Void check	2,950.00 a.ass	*DIVAP	#D/I'/Q!	· *DTV:0!	*DR:/01	
wnice date precedes PO date		. 0.00%	ADIVA	· #DIV/0:	· DIVAH	*DIVO	«DЛ ;«
woice over 90 days outstanding/undated	Noted by Business Office	534,206.10 /6.29%		#DΠ/α	#DIV/00		*DRA
proice previously stamped by claims auditor	Verified no duplicate payment	30,940.47 0.906	*DTV/Q!	IDIV/0:	4DIV/9!	4DT/401	*DIVA
listic previously sumped by claums auditor	Confirmed original check void	1,941.86 0.066	#DN'/0#	#DTV/OI		#D∏\/O	#DTV/t
lissing administrator approval endorsement	Received proper authorization		<i>#</i> D∏:@	#DIV/01	*DIV/0/	· #DIV/0;	*Dn/n
lissing receiving signature on invoice or PO	Verified receipt of goods/services	0.00%	#DIV:0		#DIV/O	*DF\701	*DIV/0
issing second signature on check	Hold for annual of	· 0.00%	#DIVIN	"DIV/01	#DR\(0)	#DIV/Of	
ot an original invoice	Hold for approval of second check signer	· 0.00%	4DIV/#	· #D∏;'0!	#DIV/G/	4DTV-pt	*DIVX
aid sales tax	Copy, fax or statement accepted	11,698.77 a.sex		#DTV/0:	*DIV/0:		4DП1/0
O insufficient funds	Void & reissue	0.00%	₹DTV/0	€D (7)/0!	• *DIV:0/	- «DIV/or	- #DIV/N
o abditicità imais	PO funds increased post invoice/paid direct	70,892.11 2.16ss	• #DJ\'/0!	#DIV/O	*DIVN	<i>IDT</i> ₹01	- *DIV/a
	from budget code		· PDIV@	· #DIVAN	IDIVO	\$D\$V/01	#DD://0
ior year invoice paid current year funds	Noted by Business Office				. 4011/0	₹DRYα	#DIV/0
e-dated Invoice	Hold until service date	20,947.36 ases	*DIV:te				
paration of Duties		- 0.00%	#DD'm	ADTV/0!	· *DIV/0!	· PDD(Or	
	Same individual signed P.O. and authorized	0.00%	≠D∏∕∕α	#DTV/OI	· #DR%W	- #DTV/0*	#DJV/0
	payment; additional admin approval		-2/1/4	. #D/170:	#DIV/O	*DIVAY	#DN/0
	provided					* ********	#DJ\%0!
.	Utilizing recipient verification procedure						
a Class club purchased gift cards for needy farm	ily through school social worker						•
tal Value (\$) of Inquiries	TOTAL	- 0.00%	· #DIV@				
		673,928.87 PO.59%	· • • • • • • • • • • • • • • • • • • •	· aDIV/or	- #DIV/0!	*DIV/0/	_
tal Claims Audited			*131 1/1E	• #D/\/o:	- *D[V/0!	· IDIVA	
		3,280,177.89 100.00%				- VDIVIOI	• <i>\text{\text{D}}</i> \(\text{T} \)
tal Outstanding Inquiries		70000	- /DN:0/		- *DTV/01		
at Outseaming inquiries		0.55			- VINVA	- #DIV/OI	- //DTV/0/
		- 0.00%	- #DIV/01	- #DIV/01			
				#D(V/U	- #DIV/01	- #DIV/01	- #D

Rocky Point School District Internal Claim Audit Notable Exceptions Exhibit III

Voided Checks - July 2020

ļ		•		Warrant		
Fund	Ck#	Amount \$ Ve	endor Warrant #	Date	Reason For Inquiry	Resolution
None		•		<u> </u>		
		•				
Total	0 Void	-				

Other Notable Exceptions - July 2020

1					Warrant			
Fund	Ck#	Amount \$	Vendor	Warrant #	Date	Reason For Inquiry	Resolution	
None		-						
1		_						
Total	0 Inquiries							

Rocky Point School District Internal Claims Audit Payroll Audit Exhibit IV

Audited Payroll Checks - July 2020

Fund	Ck #	Amount \$	Employee	Payroll Date Exceptions	
PR	99568	586.84	George Burger	3/20/2020 None	_
PR	285639	457.40	Alexa Bennett-Rosman	3/20/2020 None	
PR	285693	2,647.09	Stacie Zumpol	3/20/2020 None	
PR	285736	2,834.05	Lisa Celantano	3/20/2020 None	
PR	285738	2,060.09	William CR Coogan	3/20/2020 None	
PR	286176		Tracy A Castellucci	4/3/2020 None	
PR	286196		Danielle I Bayer	4/3/2020 None	
PR	286215	2,961.47	Lisa Gasparro	4/3/2020 None	
PR	286251	2,647.09	Staci Zumpol	4/3/2020 None	
PR	286293	2,203.11	Donna Banigan	4/3/2020 None	
PR	286782	457.40	Alexa Bennett-Rosman	4/17/2020 None	
PR	286834	2,972.09	Danielle M Youngs	4/17/2020 None	
PR	286835	2,345.02	Michele Zimmer	4/17/2020 None	
PR	286900	2,538.08	Francine M Jacobellis	4/17/2020 None	
PR	286904	2,834.24	Mara Lopez	4/17/2020 None	
PR	287318		Gerard P Gersbeck	5/1/2020 None	
PR	287425	252.11	Iris E Strong	5/1/2020 None	
PR	287450		Brian Gruenberg	5/1/2020 None	
PR	287583		Christine Blume	5/1/2020 None	
PR	287585	2,762.96	Mark P Brienza	5/1/2020 None	
		40,138.67		, , , , , , , , , , , , , , , , , , , ,	

^{*}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. Scott O'Brien, Ed.D

FROM: Andrea Moscatiello, Director of Special Education

Kristen White, Executive Director of Pupil Personnel

DATE: 8/5/2020

RE: Board Action Sheets

Below please find the schedule to be approved at the 8/24/2020 Board of Education meeting:

	SCHEDULE	E-A 8/24/2020
Year	Date	Location
2020-2021	04/22/2020	Green Chimney's
	05/18/2020	JAE Committee
	06/02/2020	FJC Committee
	06/02/2020	FJC Committee
	06/02/2020	FJC Committee
	06/08/2020	HS Committee
	06/15/2020	JAE Committee
	06/17/2020	RPMS Committee
	06/19/2020	RPMS Committee
	06/25/2020	RPHS Committee
2020-2021	July & August	District Wide Amendments without meetings

Rocky Point Union Free School District Committee Meeting Recommendations for Board of Education

08/27/2019 09/16/2019	Committee / R Subcommittee or Amendment - Ag	n Special Edu		Decisi Classifi		-				
Recommended Program/Service Resource Room Program	<u>Start Date</u> 09/04/2019	End Date 06/26/2020	<u>Ratio</u> 3:1	<u>Frequency</u> 5	Period Weekly	<u>Duration</u> 40min.	<u>Location</u> Classroom			
Student: 'Board of Education Co	py'							Grade:	02	
Meeting Date BOE Date 3/13/2020 06/22/2020	Committee / R Subcommittee of Amendment - Ag	n Special Edu		Decisi Classifi						
Recommended Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	Location			
Integrated Co-teaching Services		06/26/2020		5	Weekly	2hr.	Classroom			
Speech/Language Therapy		06/19/2020	Individual	4	Weekly	30min.	Therapy Room			
Occupational Therapy	09/11/2019	06/19/2020	Small Group (5:1)	2	Weekly	30min.	Home/Community			
Parent AAC Training	09/09/2019	06/19/2020		4	Yearly	1hr.	Home/Community			
Parent AAC Training	05/29/2020	06/19/2020	Individual	3	Yearly	1hr.	Home			
	07/04/0040			•	147 11					
Speech/Language Therapy		08/08/2019	Individual	2	Weekly	30min.	Therapy Room	Grado	<u></u>	
Student: 'Board of Education Co Meeting Date BOE Date		l eason n Special Edi	ucation /	Decisi Classifi	on	30mn.	Therapy Room	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020 Recommended Program/Service	py' Committee / R Subcommittee o Amendment - Ac Start Date	e ason n Special Edi preement No End Date	ucation / Meeting <u>Ratio</u>	Decisi	on ed <u>Period</u>	<u>Duration</u>	Therapy Room Location	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020	Committee / R Subcommittee o Amendment - Ac Start Date 09/04/2019	Reason In Special Edi Igreement No End Date 06/26/2020	ucation / Meeting <u>Ratio</u> 5:1	Decisi Classifi	on ed <u>Period</u> Weekly	<u>Duration</u> 40min.	<u>Location</u> Separate	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020 Recommended Program/Service Resource Room Program Integrated Co-teaching Services	Committee / R Subcommittee o Amendment - Ac Start Date 09/04/2019 09/04/2019	Reason In Special Edi greement No End Date 06/26/2020 06/26/2020	ucation / Meeting <u>Ratio</u> 5:1	Decisi Classifi Frequency 5 2	on ed Period Weekly Daily	Duration 40min. 40min.	Location Separate Classroom	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020 Recommended Program/Service Resource Room Program	Committee / R Subcommittee o Amendment - Ac Start Date 09/04/2019 09/04/2019	Reason In Special Edi greement No End Date 06/26/2020 06/26/2020	ucation / Meeting Ratio 5:1 Small Group	Decisi Classifi Frequency 5	on ed <u>Period</u> Weekly	<u>Duration</u> 40min.	<u>Location</u> Separate	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020 Recommended Program/Service Resource Room Program Integrated Co-teaching Services	Committee / R Subcommittee o Amendment - Ac Start Date 09/04/2019 09/04/2019 09/01/2019	leason n Special Edi greement No End Date 06/26/2020 06/26/2020 06/19/2020	ucation / Meeting Ratio 5:1 Small Group (5:1) Small Group	Decisi Classifi Frequency 5 2	on ed Period Weekly Daily	Duration 40min. 40min.	Location Separate Classroom	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020 Recommended Program/Service Resource Room Program Integrated Co-teaching Services Counseling-Social Skills Counseling	Committee / R Subcommittee o Amendment - Ag Start Date 09/04/2019 09/04/2019 09/11/2019	leason n Special Edi greement No End Date 06/26/2020 06/26/2020 06/19/2020	Meeting Ratio 5:1 Small Group (5:1) Small Group (5:1)	Decisi Classifi Frequency 5 2 1	Period Weekly Daily Weekly	Duration 40min. 40min. 30min.	Location Separate Classroom Therapy Room	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020 Recommended Program/Service Resource Room Program Integrated Co-teaching Services Counseling-Social Skills Counseling	Committee / R Subcommittee o Amendment - Ac Start Date 09/04/2019 09/04/2019 09/11/2019 09/11/2019	Reason In Special Edigreement No End Date 06/26/2020 06/26/2020 06/19/2020	Meeting Ratio 5:1 Small Group (5:1) Small Group (5:1) Small Group	Decisi Classifi Frequency 5 2 1	Period Weekly Daily Weekly Weekly	Duration 40min. 40min. 30min.	Location Separate Classroom Therapy Room Home/Community	Grade:	04	
Student: 'Board of Education Co Meeting Date BOE Date 12/03/2019 01/13/2020 Recommended Program/Service Resource Room Program Integrated Co-teaching Services Counseling-Social Skills Counseling Occupational Therapy Speech/Language Therapy	Committee / R Subcommittee o Amendment - Ac Start Date 09/04/2019 09/04/2019 09/11/2019 09/11/2019 09/11/2019 09/11/2019	Reason In Special Edigreement No End Date 06/26/2020 06/26/2020 06/19/2020 06/19/2020	Meeting Ratio 5:1 Small Group (5:1) Small Group (5:1) Small Group	Decisi Classifi Frequency 5 2 1	Period Weekly Daily Weekly Weekly Weekly	Duration 40min. 40min. 30min. 30min.	Location Separate Classroom Therapy Room Home/Community Therapy Room	Grade:		

Page 1 of 4

Recommended Program/Service	Start Date	End Date	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	Location
Special Class	09/04/2019	06/26/2020	15:1	6	Daily	40min.	Classroom
Occupational Therapy	09/11/2019	06/19/2020	Small Group (5:1)	1	Weekly	30min.	Classroom/Therapy Room
Counseling-Social Skills Counseling	09/11/2019	06/12/2020	Small Group (5:1)	1	Weekly	30min.	Counselor's Office/Classroom
Physical Therapy	09/11/2019	06/19/2020	Individual	1	Weekly	30min.	Therapy Room
Occupational Therapy	09/11/2019	06/19/2020	Individual	1	Weekly	30min.	Classroom
Speech/Language Therapy	09/11/2019	06/19/2020	Small Group	4	Weekly	30min.	Therapy Room
Speech/Language Therapy	09/11/2019	06/19/2020	Individual	1	Weekly	30min.	Therapy Room
Speech/Language Therapy	07/01/2019	08/16/2019	Individual	2	Weekly	30min.	Classroom
Speech/Language Consultation	09/04/2019	06/26/2020		1	Monthly	30 minutes	classroom

Student: 'Board of Education Co	ppy'							Grade:	07	
Meeting Date BOE Date	Committee / R	eason		Decisi						
03/06/2020 06/22/2020	Committee on Sp Review	ecial Educat	ion / Program	Classifi	ed					
Recommended Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>			
Special Class (Home Instruction)	03/09/2020	04/03/2020	1:1	4	Weekly	2hr.	Home			
Adapted Physical Education	04/14/2020	06/26/2020	8:1+2	3	Weekly	30min.	Special Location			
Special Class	04/14/2020	06/26/2020	8:1+2	5	Weekly	5hr. 30min.	Separate			
Special Class	07/08/2019	08/16/2019	8:1+1	5	Weekly	5hr.	Classroom			
Behavior Intervention Services	04/14/2020	06/26/2020	Individual	2	Weekly	30min.	Therapy Room			
Occupational Therapy	04/14/2020	06/26/2020	Individual	2	Weekly	30min.	Therapy Room			
Physical Therapy	04/14/2020	06/26/2020	Individual	1	Weekly	30min.	Therapy Room			
Speech/Language Therapy	04/14/2020	06/26/2020	Small Group (5:1)	1	Weekly	30min.	Therapy Room			
Speech/Language Therapy	04/14/2020	06/26/2020	Individual	1	Weekly	30min.	Therapy Room			
Behavior Intervention Services	03/09/2020	04/03/2020	Individual	1	Weekly	1hr.	Home			
Speech/Language Therapy	03/09/2020	04/03/2020	Individual	2	Weekly	1hr.	Home			
Counseling-Social Skills Counselin	g 07/08/2019	08/16/2019	Small Group	2	Weekly	30min.	Classroom			
Speech/Language Therapy	07/08/2019	08/16/2020	Small Group	2	Weekly	30min.	Classroom			
Physical Therapy	07/08/2019	08/16/2019	Small Group	1.	Weekly	30min.	Therapy Room			
Occupational Therapy	07/08/2019	08/16/2019	Small Group	1	Weekly	30min.	Therapy Room			
Aide		08/16/2019	•	5	Daily	5 hours	Throughout the school day			
Aide	04/14/2020	06/26/2020	1:1	5	Weekly	6 hours 30 minutes	Across all educational settings Pathfinder Village			
Aide	04/14/2020	06/26/2020	1:1	5	Weekly	8 hours 30 minutes	Residential Setting Pathfinder Village			
Aide	04/14/2020	06/26/2020	1:1	2	Weekly	15 hours	Residential Setting Pathfinder Village			

Student: Board	of Education Co	The said of the house where is							Grade:	Kdg.
Meeting Date 05/28/2020		Committee / Rommittee on Sp Eligibility Determ	ecial Educat		Decisi Classifi					
Recommended Speech/Languag	Program/Service e Therapy	<u>Start Date</u> 06/26/2020	End Date 06/26/2020	Ratio Individual	Frequency 2	Period Weekly	<u>Duration</u> 30min.	Location Therapy Room		
Student: 'Board	of Education Co	py'				,			Grade:	01
Meeting Date 05/28/2020	BOE Date 08/24/2020	Committee / R Committee on Sp Eligibility Determ	pecial Educat		Decisi Classifi					
Recommended Speech/Languag	Program/Service e Therapy	<u>Start Date</u> 06/18/2020		Ratio Small Group (5:1)	Frequency 2	<u>Period</u> Weekly	<u>Duration</u> 30min.	<u>Location</u> Therapy Room		
Occupational The	erapy	06/18/2020	06/19/2020	Small Group (5:1)	2	Weekly	30min.	Classroom		
Student: 'Board	of Education Co	py'							Grade:	11
Meeting Date 01/30/2020	BOE Date 06/22/2020	Committee / R Committee on Sp Eligibility Determ	pecial Educat		Decisi Classifi					
	Program/Service	Start Date		<u>Ratio</u>	Frequency	<u>Period</u>	<u>Duration</u>	Location		
Resource Room	-		06/26/2020		1	Daily Daily	42min. 42min.	Classroom Classroom		
Integrated Co-tea (ICT-Social Stud		03/10/2020	06/26/2020		Į.	Dally	42111111,	Ciassicom		
Integrated Co-te		03/10/2020	06/26/2020		1	Daily	42min.	Classroom		
(ICT-Science) Integrated Co-te (ICT-English)	aching Services	03/10/2020	06/26/2020		1	Daily	42min.	Classroom		
Counseling		03/10/2020	06/15/2020	Individual	1	Weekly	30min.	Counselor's Office		
Student: 'Board	d of Education Co	ppy'			•				Grade:	10
Meeting Date 02/27/2020	BOE Date 06/15/2020	Committee / R Subcommittee o Program Review	n Special Ed	ucation /	Decis Classif					
D	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>		
<u> Recommenaea</u>		02/27/2020	06/26/2020	8:1+1	5	Weekly	6hr.	Classroom		
Special Class Counseling			06/12/2020			Weekly	30min.	Therapy Room		

Meeting Date 04/11/2019	BOE Date 05/21/2019	Committee / Roubcommittee or Annual Review		cation /	Decisi Classifi				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	Location	
Special Class		09/03/2019	06/26/2020	12:1:2	5	Weekly	6hr.	Non-Integrated	
Special Class		07/08/2019	08/16/2019	12:1:2	5	Weekly	6hr.	Non-Integrated	
Parent Counseli	ng and Training	09/03/2019	06/26/2020	Individual	1	Monthly	1hr.	School	
Counseling Serv	•	09/03/2019	06/26/2020	Small Group (5:1)	1	Weekly	30min.	Flexible Setting	
Counseling Serv	vices	09/03/2019	06/26/2020	Individual	1	Weekly	45min.	Flexible Setting	
Counseling Serv	rices	07/08/2019	08/16/2019	Small Group (5:1)	. 1	Weekly	30min.	Flexible Setting	•
Counseling Serv	vices	07/08/2019	08/16/2019		1	Weekly	45min.	Flexible Setting	
Student: 'Boar	d of Education Co	py'							Grade: 01
Meeting Date 06/02/2020	BOE Date 08/24/2020	Committee / R Committee on Sp Eligibility Determ	pecial Educat		Decis Classif				
Recommended	Program/Service	Start Date	End Date	Ratio	Frequency	Period	<u>Duration</u>	Location	
Speech/Langua		06/23/2020		Individual	1	Weekly	30min.	Therapy Room	
Speech/Langua	•				2	Weekly	30min.	Therapy Room	
Student: 'Boar	d of Education Co	opy'							Grade: 01
Meeting Date 06/02/2020	BOE Date 08/24/2020	Committee / R Committee on Pr Initial Eligibility D	reschool Spe		Decis / Classif	ion ied No Service:	3		

Interoffice Memorandum

TO: Dr. Scott T. O'Brien, Superintendent

FROM: Kristen White, Executive Director of Pupil Personnel Services

DATE: 8/24/2020

RE: Board Action Sheets

Below please find the schedule to be approved at the 8/24/2020 Board of Education meeting:

SCHEDULE- B 8/24/2020							
Date	Location						
6/3/2020	CPSE Committee						
6/15/2020	CPSE Committee						
6/24/2020	CPSE Committee						
7/21/2020	CPSE Committee						
7/21/2020	CPSE Committee						

Rocky Point Union Free School District Committee Meeting Recommendations for Board of Education

		Col	mmittee	мееting i	Recomme	ndations	tor Board d	of Education
Student: Board of	Education Co	py/			AltiD#:			Grade: Presshool
•	BOE Date 08/24/2020	Committee / R Committee on Pr Initial Eligibility D	reschool Spe		Decisi / Classifi	on ed Preschool		Placement Recommendation / School Approved Preschool Special Education Program(APSEP) Alternatives For Children
Recommended Pro	ogram/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class		09/21/2020	06/25/2021	6:1+1	5	Weekly	5hr. 30min.	Classroom
Speech/Language T	Therapy	09/21/2020	06/25/2021	Individual	3	Weekly	30min.	Therapy Room
Student: Board of	Education Co	ĐΨ			AltiD#:			Grade: Preschool
Meeting Date	BOE Date	Committee / R	eason		Decisi	on		Placement Recommendation / School
06/15/2020	08/24/2020	Committee on Pro- Requested Review			/ Classifi	ed Preschool		Approved Preschool Special Education Program(APSEP) / Alternatives For Children
Recommended Pro	ogram/Service	Start Date	End Date	Ratio	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class		09/08/2020	06/25/2021	6:1+1	5	Weekly	5hr.	Classroom
Special Class		07/06/2020	08/14/2020	6:1+1	1	Daily	5hr. 30min.	Preschool
Speech/Language T	Therapy	09/08/2020	06/25/2021	Individual	3	Weekly	30min.	Therapy Room
Occupational Thera	ру	09/08/2020	06/25/2021	Individual	2	Weekly	30min.	Therapy Room
Parent Counseling a	and Training	09/08/2020	06/25/2021	Individual	1	Monthly	1hr.	School
Speech/Language T	Therapy	07/06/2020	08/14/2020	Individual	3	Weekly	30min.	Therapy Room
Occupational Thera	ру	07/06/2020	08/14/2020	Individual	2	Weekly	30min.	Therapy Room
Parent Counseling a	and Training	07/06/2020	08/14/2020	Individual	1	Monthly	1hr.	School
Aide		07/06/2020	06/25/2021	1:1	1	Daily	5 hours	Preschool
Student: 'Board of	Education Co	py'			AltID#:			Grade: Preschool
•	BOE Date	Committee / R	eason		Decisi	on		Placement Recommendation / School
07/21/2020	08/24/2020	Committee on Prinitial Eligibility D	•		/ Classifi	ed Preschool		Approved Preschool Special Education Program(APSEP) / Alternatives For Children
Recommended Pro	ogram/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class		09/08/2020	06/25/2021	12:1+1	5	Daily	2hr. 30min.	Classroom
Speech/Language 1	Therapy	09/08/2020	06/25/2021	Individual	3	Weekly	30min.	Therapy Room
Occupational Thera	ру	09/08/2020	06/25/2021	Individual	1	Weekly	30min.	Therapy Room
Student: 'Board of	Education Co	ipy'			AltiD#:			Grade: Preschool
•	BOE Date 08/24/2020	Committee / R Committee on P Requested Review	reschool Spe		Decisi / Classifi	on ed Preschool		Placement Recommendation / School Approved Preschool Special Education Program(APSEP) / Just Kids
Recommended Pro	ogram/Service	Start Date	End Date	<u>Ratio</u>	Frequency	<u>Period</u>	Duration	<u>Location</u>
Special Class		07/06/2020	08/14/2020	12:1:2	5	Weekly	5hr.	Special Classes

	nerapy ounseling Services ounseling Services	07/06/2020 07/06/2020	08/14/2020 08/14/2020 08/14/2020 08/14/2020	Individual Small Group	2 1 1 1	Weekly Weekly Weekly Daily	30min. 30min. 30min. 5 hours	Therapy Room Classroom Therapy Room Within the building	
Student: 'Boar	d of Education Co	py'			AltID#:				Grade: Preschool
Meeting Date 07/21/2020	BOE Date 08/24/2020	Committee / R Committee on Pr Initial Eligibility D	eschool Spec		Decisi / Classifi	on ed Preschool			ecommendation / School hool Special Education Program(APSEP) inary School
Recommended	Program/Service	Start Date	End Date	<u>Ratio</u>	Frequency	Period	<u>Duration</u>	Location	
Special Class		09/10/2020	06/25/2021	6:1+2	5	Weekly	5hr.	Classroom	
Speech/Langua	ge Therapy	09/10/2020	06/25/2021	Individual	3	Weekly	30min.	Therapy Room	

Southwestern Fundraising PC

05140 Nashville, TN 37230-5140 DATE: 06/18/2020 NO. 3508435

Invoice No.	Invoice Date	Gross Amount	Discount	Net Amount
0000823526 Sponsor 823526 - Online	06/17/2020 Group Profit Due	20.00	0.00	20.00
	,		•	
	TOTALS	20.00	0.00	20.00

▼ REMOVE	DOCUMENT ALONG THIS PERFORATION	T After Season Har Public
SOUTHWESTERN	Fraud Protected by Positive Pay Date: 06/18/2020 NO. 3508435	87-0863 0640
PO Box 305140 - Nashville, TN 37230-5140	**************************************	USD
Pay ***TWENTY and ZERO cents***		
To the Order of JOSEPH EDGAR INTERMEDIATE SCHOOL LINDA TOWLEN 525 RTE 25A ROCKY POINT NY 11778		G \$5,000.00
PINNACLE NATIONAL BANK - Nashville, TN 37201	BACK HAS THERMOCHROMIC INK & A WATERMARK, HOLD AT AN ANGLE TO VIEW YOLD IE NOT PR	менти положения МР



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. Scott O'BrienSuperintendent of Schools

Scott Bullis, Principal Dr. Courtney Herbert, Assistant Principal

July 7, 2020

Dear Board of Education:

Please accept a donation of \$20.00 to Joseph A. Edgar School. The donation is from Southwestern Fundraising.

Please deposit in account A2110.500.02.0000.

Thank you.

Sincerely,

Scott Bullis Principal RETAIL BUSINESS SERVICES P.O. BOX 7200 CARLISLE, PA 17013

R2

Check No. Check Date Check Amount

GROSS

AMOUNT

SUPPLIER: 708577

0008302764 05/13/2020 \$413.29

DISCOUNT

AMOUNT

ROCKY POINT HIGH SCHOOL 82 ROCKY POINT YAPHANK RD ROCKY POINT, NY 11778

COMPANY: AHOLD DELHAIZE USA

INVOICE NUMBER-

REFERENCE NUMBER

	05/12/2020	ЕОТН	6930	A+REWARDS 2	2020	STOP	\$413.29	\$0.00		\$413.29
								A A		
		20		C.						
			-							
			-							
7	HE ATTACHED CHEC	K IS TENDE	RED IN PAY	MENT OF INVOICE	S SHOWN, IN	GRAND TOTAL CASE OF DISCREPANCY PLEA CENTER AT A TAPEN A ROB UTE	\$413.29	\$0.00		\$413.29
_]	O THE ABOVE ADDRE	ESS. PLEASI	CONTACT	THE AFS CUSTON	MEH SOLUTION	CRENTER ATE OF A PROVIZION IN	YOU HAVE ADDITIONAL QU	ESTIONS.	PAGE	1/1

PURCHASE ORDER

NUMBER

VERIFY THE AUTHENTICITY OF THIS MULTI-TONE SECURITY DOCUMENT.

CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM.

Retail Business Services

INVOICE

DATE

DEPT.

CODE

LOC

NO.

RETAIL BUSINESS SERVICES P.O. BOX 7200 CARLISLE, PA 17013

CHECK NO. 000830276 MAY 13, 202

NET

AMOUNT

52-153/112

TO THE ORDER OF ROCKY POINT HIGH SCHOOL 82 ROCKY POINT YAPHANK RD ROCKY POINT, NY 11778

********413.29***

PAY EXACTLY **FOUR HUNDRED THIRTEEN AND 29/100 DOLLARS**

Bank of America, N.A. South Portland, ME

SENIOR VIČĚ PRESIDENT



WESBANCO BANK, INC. 69-3/434 18917

7/30/2020

PAY TO THE ORDER OF Rocky Point Union Free School District

\$*3.82

Three and 82/100**********

DOLLARS



МЕМО

Rocky Point Union Free School District 362484003437 Greg Hilton 90 Rocky Point Yaphak Road Rocky Point, NY 11778



VOID AFTER 90 DAYS







1298 000 0013600 00000000 001 001 12669 INS: 0 0 ROCKY POINT UFSD 90 ROCKY POINT YAPHANK RD ROCKY POINT, NY 11778-8423

Page 1 of 1

Invoice Number	Date	Gros	s Amount	Discount	Net Amount
MTS FR 301487168 C1597143 MTS FR CR Jo	07/09/2020 nathan Hart		182.00	0.00	182.00
					-
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				÷	
CHECK NUMBER	DATE	VENDOR NO.		NAME	TOTAL AMOUNT
0020495411	07/23/2020		RO	OCKY POINT UFSD	\$182.00

WARNING: THIS DOCUMENT CONTAINS SEVERAL DOCUMENT SECURITY FEATURES

DO NOT CASH IF THE WORD VOID IS VISIBLE - SEE REVERSE SIDE FOR LIST OF SECURITY FEATURES.

CH7061 v.01 01.27.2017

BSN SPORTS PO Box 542527 Dallas TX 75354

PAY: ONE HUNDRED EIGHTY TWO AND 00/100 DOLLARS

PAY TO THE ORDER OF ROCKY POINT UFSD 90 ROCKY POINT YAPHANK RD ROCKY POINT NY 11778-8423 CHECK NO. 0020495411

DATE OF CHECK 07/23/2020 64-1278/611 GA

Security heature production for the

\$182.00

Authorized Signature

Bank of America, N.A.

ROCKY POINT PUBLIC SCHOOLS

SURPLUS EQUIPMENT DISPOSAL

School: Dist. wic	le Departi	ment: Building 4G	Ruord Na	me: Gene Buchner
Description	Model#/Serial#	Property Tag #	Quantity	Reason for Disposal
AED.	Power beart 63 AED 4392772	003475	V.	End of Life of
			,	
		2		

				*
			=	
Dir. of Facilities	Golf and the services of the s			dela

Assistant Superintendent Signature

	RPUFSD Excess August 2020							
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL			
ALPHASMART Cart and Devices	N/A	N/A	T1006092	2	Past Useful Life			
RCA TV	D52W20	D52W20BYX1F204C108W	N/A	1	Past Useful Life			
SMART Board	SB660	R2466254	2689	1	Past Useful Life			
SMART Board	SB660	15292923	1900	1	Past Useful Life			
SMART Board	SB660	15929231	1908	1	Past Useful Life			
HP Computer Tower	N/A	WYP037809	4499	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LQS	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LRB	N/A	1	Past Useful Life			
HP Computer Tower	5800 SFF	2UA91108HN	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA83412FF	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA83412F5	N/A	1	Past Useful Life			
HP Computer Tower	5800 SFF	2UA9110CYM	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LPX	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LQC	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA83412F8	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LLT	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LQB	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LNJ	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LRL	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LPM	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LQ1	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA83412J3	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LR8	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LLV	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA83412G5	N/A	1	Past Useful Life			
HP Computer Tower	7800 SFF	2UA8340LQW	N/A	1	Past Useful Life			

		RPUFSD Excess August 2020			
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
HP Computer Tower	7800 SFF	2UA83412H6	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412G8	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LQD	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412H3	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LNV	3041	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412FD	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LLW	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LQL	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LN5	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412J1	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LQM	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LRP	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412FW	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LPK	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LRF	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LQ8	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LRC	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LNS	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83210GR	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412HM	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LPG	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LM5	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LNX	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LMQ	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412GM	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LM1	N/A	1	Past Useful Life

		RPUFSD Excess August 2020			
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
HP Computer Tower	7800 SFF	2UA8340LRJ	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LPD	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412G3	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LQ4	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412FL	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LN3	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA9110CYX	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LNC	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412HQ	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412GF	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412HK	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412GH	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412GP	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LN4	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LR3	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LNR	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83412J6	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LMR	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LML	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA83210GQ	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LP2	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LQP	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LP3	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LNQ	N/A	1	Past Useful Life
HP Computer Tower	7800 SFF	2UA8340LMX	N/A	1	Past Useful Life
Acer Computer Tower	M4	PSVC503001123019779200	4654	1	Past Useful Life

		RPUFSD Excess August 2020			
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
Acer Computer Tower	M4	PSVC503001123018359200	4653	1	Past Useful Life
Acer Computer Tower	M4	PSVC5030011230181A9200	4655	1	Past Useful Life
Acer Computer Tower	M4	PSVC5P3005140010B29201	4698	1	Past Useful Life
Acer Computer Tower	M4	PSVC5P3005140010A99201	4701	1	Past Useful Life
Acer Computer Tower	M4	PSVC503001123018279200	4668	1	Past Useful Life
Acer Computer Tower	M4	DTVF8AA001319040C29200	N/A	1	Past Useful Life
Acer Computer Tower	M4	PSVC5P3005140010AD9201	4700	1	Past Useful Life
Acer Computer Tower	M4	PSVC5P300513708CC89201	4699	1	Past Useful Life
Acer Computer Tower	M4	PSVC5030011230198E9200	4662	1	Past Useful Life
Acer Computer Tower	M4	PSVC503001123018579200	4644	1	Past Useful Life
Acer Computer Tower	M4	DTVC5AA001218068F79202	N/A	1	Past Useful Life
Acer Computer Tower	M4	PSVC503001123019949200	4646	1	Past Useful Life
Lexmark Multifunction Printer	7500-832	2409274	N/A	1	Past Useful Life
Lexmark Multifunction Printer	7500-832	2408910	N/A	1	Past Useful Life
Lexmark Multifunction Printer	4063-23E	4063369907hxk	N/A	1	Past Useful Life
HP Laserjet Printer	P2015	CNB1S95335	N/A	1	Past Useful Life
HP Laserjet Printer	4250n	CNRXK93512	N/A	1	Past Useful Life
HP Laserjet Printer	1100	USPD009132	1383	1	Past Useful Life
HP Laserjet Printer	P2055dn	CNB9763414	N/A	1	Past Useful Life
Logitech Z4 Speaker	S-0175A	N/A	N/A	1	Past Useful Life
Logitech Z4 Speaker	S-0175A	N/A	N/A	1	Past Useful Life
Logitech Z4 Speaker	S-0175A	N/A	N/A	1	Past Useful Life
Logitech Z4 Speaker	S-0175A	N/A	N/A	1	Past Useful Life
Logitech Z4 Speaker	S-0175A	N/A	N/A	1	Past Useful Life
Dell Laptop	PP01L	CN06P8234815526D5575	2292	1	Past Useful Life
Dell Laptop	PP01L	CN06P8234815526C5470	2964	1	Past Useful Life

RPUFSD Excess August 2020							
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL		
Dell Optiplex	GX110	G22C40B	N/A	1	Past Useful Life		
Dell Optiplex	GX270	C42F531	3034	1	Past Useful Life		
Dell Optiplex	GX270	942F531	3033	1	Past Useful Life		
Dell Optiplex	GX270	FF2F531	2243	1	Past Useful Life		
Dell Optiplex	GX270	DG2F531	2242	1	Past Useful Life		
Dell Optiplex	GX150	C7RV211	2955	1	Past Useful Life		
Dell Optiplex	GX150	91YRD11	1655	1	Past Useful Life		
HP Computer Tower	7800	2UA83412J4	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LRQ	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LMP	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LQZ	N/A	1	Past Useful Life		
APC UNIT	unknown	AS0813161085	N/A	1	Past Useful Life		
HP Computer Tower	6005	2UA00608XG	N/A	1	Past Useful Life		
ACER Computer Tower	M4	PSVC503001123018EF9200	4645	1	Past Useful Life		
HP Computer Tower	6005	2UA00608TW	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA9110CYW	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA83412J2	N/A	1	Past Useful Life		
HP computer Tower	7800	2UA83210GS	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA9110CYT	N/A	1	Past Useful Life		
Proxima projector	6860	N/A	4387	1	Past Useful Life		
HP Computer Tower	6005	2UA00608W4	3125	1	Past Useful Life		
ACER Computer Tower	M4	DTVF8AA001251070D69200	N/A	1	Past Useful Life		
Acer Monitors	V176/173	N/A	N/A	90	Past Useful Life		
ACER Computer Tower	M4	DTVF8AA0012510705A9200	N/A	1	Past Useful Life		
ACER Computer Tower	M4	DTVF8AA001251071839200	N/A	1	Past Useful Life		
ACER Computer Tower	M4	DTVF8AA0012510715C9200	N/A	1	Past Useful Life		

RPUFSD Excess August 2020							
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL		
ACER Computer Tower	M4	DTVC5AA001218069259202	N/A	1	Past Useful Life		
ACER Computer Tower	M4	DTVF8AA0012510702A9200	N/A	1	Past Useful Life		
ACER Computer Tower	M4	PSVC503001123019529200	4649	1	Past Useful Life		
ACER Computer Tower	M4	DTVC5AA001218068649202	N/A	1	Past Useful Life		
ACER Computer Tower	M4	PSVC503001123019C19200	4638	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LPN	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LND	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LQ9	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA91108HJ	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA83412HS	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LMG	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LR4	V	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LMD	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LNZ	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA91108HL	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LMH	3042	1	Past Useful Life		
HP Computer Tower	7800	2UA9110CYQ	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LR7	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LN2	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA83412GW	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LRW	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LPH	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LQ3	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LNP	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LRM	N/A	1	Past Useful Life		
HP Computer Tower	7800	2UA8340LPW	N/A	1	Past Useful Life		

		RPUFSD Excess August 2020			
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
HP Computer Tower	7800	2UA8340LPC	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LP4	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412GY	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LPB	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LQH	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LP5	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LP9	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412FV	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LQR	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LLX	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LQ7	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LR6	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LNF	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LLY	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LM6	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412GS	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412JC	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LQF	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA9110CYZ	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LPY	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412GB	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LP1	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412GK	N/A	1	Past Useful Life
Acer monitors	V173	N/A	N/A	46	Past Useful Life
Acer monitors	V176L	N/A	N/A	21	Past Useful Life
Compaq monitors	S1922	N/A	N/A	25	Past Useful Life

RPUFSD Excess August 2020					
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
HP monitors	1750	N/A	N/A	84	Past Useful Life
Lenovo monitors	L1900	N/A	N/A	2	Past Useful Life
Dell monitor	E series	N/A	N/A	4	Past Useful Life
ACER Computer Tower	M4	DTVF8AA001251070A69200	N/A		Past Useful Life
ACER Computer Tower	M4	DTVF8AA001251071BC9200	N/A	1	Past Useful Life
ACER Computer Tower	M4	DTVC5AA001218068E89202	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708C589201	N/A	1	Past Useful Life
ACER Computer Tower	M4	DTVC5AA001218068879202	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P3005140010C79201	N/A	1	Past Useful Life
ACER Computer Tower	M4	DTVF8AA001251071559200	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P3005140010379201	N/A	1	Past Useful Life
ACER Computer Tower	M4	DTVF8AA0012510712B9200	N/A	1	Past Useful Life
ACER Computer Tower	M4	DTVC5AA0012180686C9202	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P3005140011799201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P30051400117E9201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708B299201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P3005140010B59201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P3005140010379201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708B979201	N/A	1	Past Useful Life
ACER Computer Tower	M4	DTVF8AA001251071179200	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708AE29201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708C109201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708A849201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708AA79201	N/A	1	Past Useful Life
ACER Computer Tower	M4	PSVC5P300513708CD19201	N/A	1	Past Useful Life
ACER Computer Tower	M4	N/A	4667	1	Past Useful Life

RPUFSD Excess August 2020					
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
ACER Computer Tower	M4	N/A	4648	1	Past Useful Life
ACER Computer Tower	M4	С	4676	1	Past Useful Life
ACER Computer Tower	M4	N/A	4652	1	Past Useful Life
ACER Computer Tower	M4	N/A	4677	1	Past Useful Life
ACER Computer Tower	M4	N/A	4724	1	Past Useful Life
ACER Computer Tower	M4	N/A	4689	1	Past Useful Life
HP Computer Tower	7800	2UA83412FR	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412FM	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412FB	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA0012510715F9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA0012510713D9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068759202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068479202	N/A	1	Past Useful Life
ACER computer Tower	M4	PSV8803009013162112700	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA0012180685B9202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068DE9202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA0012180684D9202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218069289202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068679202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218069449202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA0012180686A9202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068E79202	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068E39202	N/A	1	Past Useful Life
ACER computer Tower	M4	PSVC5030011200764D2700	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001251070CB9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068F99202	N/A	1	Past Useful Life

RPUFSD Excess August 2020					
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
ACER computer Tower	M4	PSV8803009013162092700	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001251070CC9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068CF9202	N/A	1	Past Useful Life
Ncomputing modules	X300/X350	N/A	N/A	2200	Past Useful Life
ACER computer Tower	M4	DTVF8AA00124706A5F9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001247068799200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA00124706C599200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001251071A99200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA00124706A529200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001251070539200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001251070479200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001247068679200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001247069AF9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001247068869200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA00124706AEB9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001251070AE9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA00124706A4F9200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001247068839200	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA0012180693F9202		1	Past Useful Life
ACER computer Tower	M4	PSVAL0300301910BC12703		1	Past Useful Life
ACER computer Tower	M4	PSV8803009013162352700		1	Past Useful Life
ACER computer Tower	M4	DTVF8AA0012510718F9200		1	Past Useful Life
ACER computer Tower	M4	PSVC503001120076822700	4679	1	Past Useful Life
ACER computer Tower	M4	PSVC5P3005140010CD9201		1	Past Useful Life
ACER computer Tower	M4	PSV88030090070520E2700		1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218068749202		1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218069339202		1	Past Useful Life

RPUFSD Excess August 2020					
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
ACER computer Tower	M4	PSV8803009013161122700		1	Past Useful Life
ACER computer Tower	M4	PSVC503001123017A09200	4639	1	Past Useful Life
ACER computer Tower	M4	PSV88030090131622C2700		1	Past Useful Life
ACER computer Tower	M4	PSV88030090131619C2700		1	Past Useful Life
ACER computer Tower	M4	PSV8803009013161362700		1	Past Useful Life
ACER computer Tower	M4	PSV8803009013160EF2700		1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708AD49201	4726	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708A959201	4718	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708CB09201	4719	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708ACF9201	4720	1	Past Useful Life
ACER computer Tower	M4	PSVC5P30051400112C9201	4721	1	Past Useful Life
ACER computer Tower	M4	DTVC5AA001218069599202	N/A	1	Past Useful Life
ACER computer Tower	M4	PSVC5P3005140010BF9201	4710	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708C8D9201	4711	1	Past Useful Life
ACER computer Tower	M4	PSVC5P3005140010B49201	4712	1	Past Useful Life
ACER computer Tower	M4	PSVC5P3005140010C19201	4713	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708A679201	4709	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708CEA9201	4706	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708CA49201	4707	1	Past Useful Life
ACER computer Tower	M4	PSVC5P3005140010999201	4708	1	Past Useful Life
ACER computer Tower	M4	PSVC5030011230195B9200	4643	1	Past Useful Life
ACER computer Tower	M4	PSVC50300112005D1E2700	4671	1	Past Useful Life
ACER computer Tower	M4	PSVC50300112005D1E2700	4671	1	Past Useful Life
ACER computer Tower	M4	PSVC5P3005140010D29201	4727	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708BB79201	4714	1	Past Useful Life
ACER computer Tower	M4	PSVC5P300513708AE09201	4723	1	Past Useful Life
HP Computer Tower	Compaq 6005	2UAV00608VN	3129	1	Past Useful Life

RPUFSD Excess August 2020					
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
HP Computer Tower	Compaq 6005	2UA00608VV3	N/A	1	Past Useful Life
ACER computer Tower	M4	DTVF8AA001251070D09200	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412HY	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412HP	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412HX	N/A	1	Past Useful Life
Dell computer tower	Optiflex 780	73XPGQ1	N/A	1	Past Useful Life
ACER Mini Computer	Veriton	N/A	N/A	12	Past Useful Life
ACER computer Tower	M4	PSVC503001120076942700	4681	1	Past Useful Life
HP Computer Tower	7800	2UA83412J5	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412J0	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412H2	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412GV	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412HG	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412JD	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83210GX	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412F1	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA83412HZ	N/A	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3190	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3189	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3420	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3419	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3194	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3188	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3192	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3187	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3193	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	3191	1	Past Useful Life

		RPUFSD Excess August 2020			
DESCRIPTION	MODEL#	SERIAL#	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL
Eartwalk laptop batteries	R15B	N/A	N/A	10	Past Useful Life
Earthwalk Cart	N/A	N/A	3195	1	Past Useful Life
HP Computer Tower	7800	2UA91108HR	N/A	1	Past Useful Life
HP Computer Tower	7800	2UA8340LR9	N/A	1	Past Useful Life
Earthwalk cart	N/A	N/A	4977	1	Past Useful Life
Earthwalk laptops	LAP15EWI2	N/A	N/A	12	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	4221	1	Past Useful Life
Earthwalk laptop	LAP15EWI2	N/A	4186	1	Past Useful Life
Earthwalk Cart	N/A	N/A	N/A	1	Past Useful Life

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET

Introduction

New technologies are changing the ways that information may be accessed, communicated, and transferred. These technological shifts also offer the opportunity to enhance instruction and student learning. The Board of Education will provide access to various computerized information resources through the District's computer system ("DCS" hereafter) consisting of software, hardware, computer networks and electronic communications systems. This may include access to electronic mail, so called "on-line services" and the "Internet." It may include the opportunity to have independent access to the DCS from their home or other remote locations. All use of the DCS, including independent use off school premises, shall be subject to this policy and accompanying regulations. Further, all such use must be in support of education and/or research and consistent with the goals and purposes of the School District. District staff, students, and visitors are authorized to use the District's on-line services in accordance with the user obligations and responsibilities specified below.

Purpose

The purpose of this policy is to define guidelines for student, staff, and visitors for the use of District networked computer equipment, including those that provide access to the Internet.

1:1 Student and Staff Chromebook Program

The focus of the one-to-one (1:1) Chromebook program at the Rocky Point UFSD is to prepare students for their future, a world of digital technology and information. The 21st Century Skills in Education requires that technology be integrated throughout the curriculum. By increasing student access to technology, it allows each to learn at their full potential and prepare them for the real world of college and the workplace. Technology encourages problem solving and critical thinking skills, yet does not diminish the teacher from facilitating learning. The Rocky Point UFSD, following the Children's Internet Protection Act (CIPA) requirements and the Children's Online Privacy & Protection Act (COPPA) -- governs the collection, use, and disclosure of personal information collected from children under age 13, has safety policies and technology protection in place to filter and monitor the online activities of minors/students. Your child will be issued a Chromebook once an agreement has been signed and returned. Upon receipt of a Chromebook, the agreement between the Rocky Point UFSD, the student, and his/her parent or legal guardian is in effect. The student and parent(s), in consideration of being provided with a Chromebook and related materials for use while a student at Rocky Point UFSD, agree to the following:

The District has the sole right of possession of the Chromebook and any related equipment and gives the student and staff permission to use the device and accessories according to the guidelines stated in this document. The District administrative staff retains the right to collect and/or inspect the device at any time, including by remote access, and to add, delete or change installed extensions, apps, software and hardware. The District administration may deny, revoke, suspend, or limit a network account at any time without prior notification.

The District will retain records of serial numbers of the Chromebooks and to whom they are assigned. The District will stock a limited number of Chromebooks that may be loaned out if the assigned device becomes inoperable; however, the District cannot guarantee a loaner may be available at all times. Report all Chromebook problems immediately following the procedures set forth by building administration. Students may not keep a broken Chromebook or avoid

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET (Cont'd.)

using a Chromebook due to loss or damage. If a student forgets to bring the device or power adapter to school, a substitute may be provided if one is available. Students are solely responsible for bringing the fully charged Chromebook to school each day. Students are solely responsible for any data stored on the Chromebook. Lost work due to mechanical failure or accidental deletion is not an acceptable excuse for not submitting work. Additional files such as music files, video files, and applications not related to schoolwork may be deleted without notification upon discovery and may result in a violation of the Internet Acceptable Use Policy and applies to students and staff.

Chromebooks are not to be used for personal profit or nonprofit purposes such as advertising, rentals, selling or buying, soliciting for charity, or other similar uses. Use of Chromebooks at home will be under the same filtering and security policies that they are in school. Inappropriate web use will be reported automatically in a daily report to school administration.

Chromebooks will be treated in the same manner as other school-owned educational tools. Therefore, all District policies, rules, handbooks, contracts, directives, including disciplinary measures apply to the Chromebook use. No additional permanent markings of any kind (stickers, engraving, permanent ink pen, tape, etc.) shall be placed on the Chromebook. While the devices are issued to students, they are still district-owned property. Additional permanent markings on the device will be considered vandalism.

The District cannot guarantee that content stored on Chromebooks or Google's server will be private. The District respects the rights of its employees and students; however, the District is also responsible for servicing and protecting its property. The District reserves the right to monitor using a variety of methods or access school Google accounts and Chromebooks if it suspects or is advised of possible breaches of security, harassment, or other violations of school policy, rules, regulations, or law, or if there is evidence of data or other intellectual property that belongs to another person.

Students and staff are solely responsible for reasonable care and use to ensure the Chromebook is not damaged. Treat this Chromebook with as much care as if it were your own. Instructions for care can be found on the District's website. If damage is caused by student negligence, as determined by the administration, the student and parent or guardian will be billed a fee on a case by case basis. Examples of gross negligence include, but are not limited to: leaving the computer unattended and unlocked resulting in loss or damage, lending equipment to others other than one's parent/guardian, using the computer in an unsafe environment, or using the computer in an unsafe manner. All repairs and service must be processed through the District. Do not attempt to repair the Chromebook on your own or to contact the equipment manufacturer.

Students and staff are responsible for the ethical and educational use of technology resources on District devices. Access to these resources is a privilege, not a right. Each employee, student, and visitor to the District will be required to follow the Acceptable Use Policy. Transmission of any material that is in violation of any federal or state law is prohibited. This includes, but is not limited to the following: student and staff confidential information, copyrighted material, threatening or obscene material, cyber bullying, and computer viruses.

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET (Cont'd.)

Inappropriate media may not be used as a screensaver or background. Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drugs, gang related symbols or pictures may result in disciplinary action.

For students, sound must be muted at all times unless the teacher gives permission for instructional purposes. Headphones may be used at the discretion of the teacher and are not provided by the District.

Only school-approved applications/extensions are to be loaded on the Chromebook. Students and employees must not intentionally interfere with the functioning of a Chromebook.

The use of any Internet-based file-sharing tools other than Google Apps for Education is prohibited. File sharing programs such as, but not limited to, Bit Torrent, LimeWire, Kazaa, Acquisition and others may not be used to facilitate illegal sharing of copyrighted material (music, video, and images). The use of virtual private networks (VPN) is prohibited.

Student Internet Access

The use of computer technology may be revoked or be the subject of student discipline, or employee reprimand/termination, if abused. Users will follow a sequential, structured approach to gaining skills, which will allow them to become independent, responsible users of the Internet. This approach addresses Internet use from an age and topic appropriate standpoint.

- a) In elementary schools (K through 2), teachers will actively supervise student's use of the **Chromebooks**, computers, peripherals and/or Internet access. Students will access Internet resources, which the teacher has previously explored and selected. Teachers will make every effort to ensure that students are directed to sites with only age-and topic-appropriate material and resources.
- b) In upper elementary school (3 through 5), teachers will supervise and model appropriate use of **Chromebooks**, computers, peripherals, and the Internet. Students will continue to have Internet access under direct teacher supervision; however, students will also experience guided practice leading towards gaining skills to become an independent, responsible user of the Internet. Teachers will model skills needed to search for information within an area of study, to filter information for credibility and worth, and to recognize areas of inappropriate information sources or access. Teachers will explore an Internet site before directing students to that site. Teachers will make every effort to ensure that students are directed only to sites with age-and topic-appropriate material and resources.
- c) In middle school and high school (6 through 12), teachers will provide guided practice and model appropriate use of **Chromebooks**, computers, peripherals, other electronic technology, and the Internet. Teachers will supervise student initiated information search activities and provide support for students as they begin to assume responsibility for becoming independent users of the Internet. Teachers will make every effort to ensure that students explore only sites with age-and topic-appropriate material and resources.

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET (INTERNET (Cont'd.)

Electronic Mail

Students in grades K-8 and visitors to the District will not be issued individual electronic mail accounts. Students in grades 9-12 will be issued Google Apps for Education individual electronic mail accounts and provided with internal @rpufsd.org access only. Students may not email outside the @rpufsd.org domain or receive mail from outside the @rpufsd.org domain. Select staff will be issued electronic e-mail accounts. Students, staff, =and visitors who have electronic mail accounts from sources outside the school division may be granted permission to use school resources to access those accounts. At the discretion of the Superintendent or his/her designee, some e-mail providers may be blocked. (Example: AOL, Yahoo)

Right to Privacy

The Superintendent or his/her designee has the right to access information stored in any user directory, on the computer hard drive, Chromebook, school-issued disks/flash memory, or in electronic mail. Users are advised not to placemay not place confidential documents in their user Google Drive directory or attempt to access folders that are not their own. Network management and monitoring software packages will be used for random access to individual accounts to review educational progress and for security purposes. Each computer keeps a history of Internet sites visited if that information is required.

Acceptable Uses

The following actions, which are not exhaustive, constitute acceptable use of the Internet, whether that use is initiated from a school or any other site:

- a) All Internet or computer equipment, **including Chromebooks**, =use shall be consistent with the purposes, goals, and policies of the School District.
- b) Use of computers, **Chromebooks**, **extensions/apps**, software, peripherals, and other information resources to support learning and to complete school assignments.
- c) Sending and receiving electronic files using school-issued e-mail (Staff and students in grades 9-12) for academic purposes.

Unacceptable Uses

The following actions (*which are not exhaustive*) constitute unacceptable use of the **DCS and/or Chromebook**, whether that use is initiated from a school or any other site:

- a) Using impolite, abusive, or otherwise objectionable language in either public or private messages.
- b) Placing unlawful information on the DCS and/or Chromebook.
- c) Using the DCS and/or Chromebook illegally in ways that violate federal, State, or local laws or statutes.

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET (Cont'd.)

- d) Using the DCS and/or -atChromebook at school or home for non-school related activities including but not limited to-accessing personal e-mail, bank accounts, or other personal accounts through the DCS and/or Chromebook.
- e) Sending messages that are likely to result in the loss of the recipient's work or systems.
- f) Using the DCS and/or Chromebook for commercial purposes.
- g) System users may not use the network for entering contests, advertising, political lobbying, or personal commercial activities including online purchasing.
- h) Posting, sending or downloading copyrighted material without written permission from the owner.
- i) Accessing files or changing computer files that do not belong to the user.
- j) Using another person's password or knowingly giving one's password to others.
- k) Using DCS and/or Chromebook access for sending or retrieving inappropriate, obscene, pornographic material.
- l) Posting inappropriate text files, storing personal images/photographs, or files dangerous to the integrity of any network.
- m) Circumventing security measures on school or remote computers or networks (hacking).
- n) Attempting to gain access to another's resources, programs, or data without written permission of the owner.
- o) Vandalizing, which is defined as any malicious attempt to harm or destroy data of another user on the DCS and/or on Google Apps, and includes the uploading or creation of computer viruses.
- p) Falsifying one's identity to others while using the DCS and/or Google Apps.
- q) Using chat rooms and instant messenger is strictly forbidden when used for non-academic purposes.
- r) Using the District system and/or Chromebook for commercial purposes, defined as offering or providing goods or services or purchasing goods or services for personal use.

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET (Cont'd.)

- s) Unauthorized exploration of the Network Operating System/Google Apps or changes to any District-installed software/extensions/apps is strictly prohibited.
- t) Disclosing personal information, such as address, phone number, age, on the DCS and/or Chromebook.
- u) System users will not be able to download, upload, or run any software, games, **apps**, **extensions**, or shareware that are not **approved**, installed, and licensed by the District.
- v) Tampering with or copying school-licensed installed software/extensions/apps=or loading personal software/extensions/apps=onto school-owned computers or Chromebooks=
- w) Visiting and posting to social networking sites such as Facebook—and MySpace, Instagram, TikTok and Twitter, and all other online social media platforms is strictly prohibited.
- x) Printing non-school related materials on District printers.
- y) Disclosing, using, or disseminating personal identification information (PII) regarding minors without authorization. (Refer to BOE Policy #5676 Privacy and Security for Student Data and Teacher and Principal Data)
- z) Communicating any credit card number, bank account number, or any other financial information via the DCS and/or Chromebook.

System Security

- a) System logins or accounts are to be used only by the authorized owner of the account for the authorized purpose. Users may not share their account number or password with another person or leave an open file or session unattended or unsupervised. Account owners are ultimately responsible for all activity under their account.
- b) Users will be prompted to change their **Network** passwords every 40 days, they should be **complex and** alphanumeric and a minimum of eight (8) characters/numbers/symbols. Users should avoid easily guessed passwords and may not use any of their 10 previous passwords.
- c) Users shall not seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users; misrepresent other users on the system; or attempt to gain unauthorized access to any entity on the K through 12 Network.
- d) Only authorized District computer administrative personnel may install software and extensions/apps.

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET (Cont'd.)

- e) When considering a new program for use in the District, users will submit a software/Google extension or App request form (Available on the Extranet) to the Executive Director for Educational Services.
- f) Users will adhere to the District virus protection procedures.
- g) Permission of authorized District computer administrative personnel is required for relocation, removal, or adjustment of any hardware and/or peripheral device.
- h) Users may not bring in personal hardware and/or peripheral devices, install them and/or connect personal devices to the DCS.
- h) Students: Food and/or drink will not be consumed in computer labs or when using the Chromebook in school or at home.

Internet Control Filtering and Monitoring

(Refer to Policies #8270 -- <u>Instructional Technology</u> and #8271 -- <u>Children's Internet Protection Act</u>: <u>Internet Content Filtering/Safety Policy</u>)

In accordance with federal, state, and local regulations, filtering software is used to control access to the Internet on the DCS and/or Chromebook. This blocks or filters visual depictions that are obscene and other content that is harmful to minors. Parents are advised, however, that filtering technology is imperfect, and that the possibility exists of obtaining access to prohibited materials. Educational staff will, to the best of their ability, monitor students' use of the Internet and will take reasonable measures to prevent access to inappropriate materials.

From time to time the District will make a determination on whether specific uses of the network are consistent with the regulations stated above. For security and administrative purposes, the District reserves the right for authorized personnel to review network use and content. The District reserves the right to remove an individual's network access privileges to prevent further unauthorized activity.

Plagiarism and Copyrighted Infringement

- a) Any software/extensions/apps that is—are protected under the copyright laws will not be loaded onto or transmitted via the network or other on-line servers without the written consent of the copyright holder.
- b) Users will honor all copyright rules and not plagiarize or use copyrighted information without permission. Plagiarism is the using of writings or ideas of others and presenting them as if they were original.
- c) The School District will receive provide parents/guardians an opt out written permission form at the start of each school year from that parents/guardians can submit to the building main office if they would like to refuse student access to the DCS and Google Apps as well as denying permission to publishing any student's work, pictures or name on the Internet or District web pages.

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Community Relations

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS-COMPUTERS, COMPUTERS, E-MAIL, AND THE INTERNET (Cont'd.)

Access to Inappropriate Material

- a) Users will not utilize the DCS and/or Chromebook to access material that is profane or obscene, that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature).
 - 1. For students, a special exception may be made for hate literature if the purpose of such access is to conduct research and both the teacher and parent approve the access.
 - 2. District employees and visitors to the District may access the above material only in the context of legitimate research.
- b) Users should immediately disclose any inadvertent access in a manner specified by their school. This will protect them against an allegation that they have intentionally violated the Acceptable Use Policy (AUP).

Consequences

Use of the District's electronic resources by staff, students, and/or visitors to the District in an illegal or unethical manner may result in disciplinary action, including loss of privileges to use the system, school or District sanctions, and referral to appropriate law enforcement authorities. Users may be required to make full financial restitution.

Implementation

To gain access to the Rocky Point Union Free School District network and the Internet, all staff, students and visitors to the District must sign an AUP Affidavit annually attesting to the fact that they have read, understand and agree to the terms of this Acceptable Use Policy. Copies of student affidavits will be kept at the building in which the student attends; copies of staff affidavits will be kept in the Personnel Office; copies of visitor affidavits will be sent to and kept on file in the Personnel Office.

District Limitation of Liability

The District makes no warranties of any kind, express or implied, that the functions or the services provided by or through the DCS and/or Chromebook will be error-free or without defect. The District will not be responsible for any damage users may suffer including, but not limited to, loss of data or interruption of service. The District is not responsible for financial obligations arising through the unauthorized use of the system.

SUBJECT: ACCEPTABLE USE POLICY - STAFF/STUDENTS/VISITORS TO THE DISTRICT FOR DISTRICT NETWORK, 1:1 CHROMEBOOKS, COMPUTERS, E-MAIL, AND THE INTERNET (Cont'd.)

The District web site is intended to be used for educational purposes only. It contains links to and frames of other sites that may be of educational interest to staff and students. The District is not the author of or otherwise associated with these linked or framed sites and is not responsible for the material contained in or obtained from these linked or searched sites. Information on school events is posted on the District web page for the convenience of users and is subject to change at the District's sole discretion.

The District respects student/staff and values their privacy. In order, however, to maintain system integrity and ensure responsible use of the system, the District has the right to examine the contents of the file server, individual computers, computers, Chromebooks, Google Drive, and any electronic mail. Files will only be examined when there is reason to suspect an activity or material that violates any of the school's codes of conduct or the law. Use of the District's electronic resources by staff, students, and/or visitors to the District in an illegal or unethical manner may result in disciplinary action, including loss of privileges to use the system, school or District sanctions, and referral to appropriate law enforcement authorities. Users may be required to make full financial restitution.

The signature(s) at the end of this the Acceptable Use Policy Affidavit, the Chromebook Staff Agreement, and the Chromebook Student/Guardian Agreement that the parties who signed have read the terms and conditions carefully and understands their significance the significance.

Indemnification

The user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to any breach of this Acceptable Use Policy.

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;
- c) 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;

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:
- g) Procedures by which violations are reported and determined, and the disciplinary measures imposed and carried out;
- h) Provisions ensuring the Code of Conduct and its enforcement are in compliance with state and federal laws relating to students with disabilities;
- i) Provisions setting forth the procedures by which local law enforcement agencies shall be notified of Code violations which constitute a crime;
- j) Provisions setting forth the circumstances under and procedures by which parents/persons in parental relation to the student shall be notified of Code violations;
- k) 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:
- l) 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:

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
- p) 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;
- b) Procedures including a signed agreement to ensure the School District's financial interest in investments;
- c) Standards for written agreements consistent with legal requirements;
- d) 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;
- f) 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:

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

SUBJECT: PURCHASING (Cont'd.)

- b) 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:

- a) 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;
- c) Set forth when each method of procurement will be utilized;
- d) Require adequate documentation of actions taken with each method of procurement;
- e) Require justification and documentation of any contract awarded to other than the lowest responsible dollar offer, stating the reasons;
- f) 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;
- 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."

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) 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.

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:

- a) 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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Non-Instructional/Business Operations

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 -- Meal Charging and Prohibition Against Meal Shaming

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA

The District is committed to maintaining the privacy and security of student data and teacher and principal data and will follow all applicable laws and regulations for the handling and storage of this data in the District and when disclosing or releasing it to others, including, but not limited to, third-party contractors. The District adopts this policy to implement the requirements of Education Law Section

2-d and its implementing regulations, as well as to align the District's data privacy and security practices with the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1).

Definitions

As provided in Education Law Section 2-d and/or its implementing regulations, the following terms, as used in this policy, will mean:

- a) "Breach" means the unauthorized acquisition, access, use, or disclosure of student data and/or teacher or principal data by or to a person not authorized to acquire, access, use, or receive the student data and/or teacher or principal data.
- b) "Building principal" means a building principal subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- c) "Classroom teacher" means a teacher subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- d) "Commercial or marketing purpose" means the sale of student data; or its use or disclosure for purposes of receiving remuneration, whether directly or indirectly; the use of student data for advertising purposes, or to develop, improve, or market products or services to students.
- e) "Contract or other written agreement" means a binding agreement between an educational agency and a third-party, which includes, but is not limited to, an agreement created in electronic form and signed with an electronic or digital signature or a click-wrap agreement that is used with software licenses, downloaded, and/or online applications and transactions for educational technologies and other technologies in which a user must agree to terms and conditions prior to using the product or service.
- f) "Disclose" or "disclosure" means to permit access to, or the release, transfer, or other communication of personally identifiable information by any means, including oral, written, or electronic, whether intended or unintended.
- g) "Education records" means an education record as defined in the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

- h) "Educational agency" means a school district, board of cooperative educational services (BOCES), school, or the New York State Education Department (NYSED).
- i) "Eligible student" means a student who is eighteen years or older.
- j) "Encryption" means methods of rendering personally identifiable information unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified or permitted by the Secretary of the United States Department of Health and Human Services in guidance issued under 42 USC Section 17932(h)(2).
- k) "FERPA" means the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- 1) "NIST Cybersecurity Framework" means the U.S. Department of Commerce National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1). A copy of the NIST Cybersecurity Framework is available at the Office of Counsel, State Education Department, State Education Building, Room 148, 89 Washington Avenue, Albany, New York 12234.
- m) "Parent" means a parent, legal guardian, or person in parental relation to a student.
- n) "Personally identifiable information (PII)," as applied to student data, means personally identifiable information as defined in 34 CFR Section 99.3 implementing the Family Educational Rights and Privacy Act, 20 USC Section 1232g, and, as applied to teacher or principal data, means personally identifying information as this term is defined in Education Law Section 3012-c(10).
- o) "Release" has the same meaning as disclosure or disclose.
- p) "Student" means any person attending or seeking to enroll in an educational agency.
- q) "Student data" means personally identifiable information from the student records of an educational agency.
- r) "Teacher or principal data" means personally identifiable information from the records of an educational agency relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of Education Law Sections 3012-c and 3012-d.
- s) "Third-party contractor" means any person or entity, other than an educational agency, that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for purposes of providing services to the educational

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

agency, including but not limited to data management or storage services, conducting studies for or on behalf of the educational agency, or audit or evaluation of publicly funded programs. This term will include an educational partnership organization that receives student and/or teacher or principal data from a school district to carry out its responsibilities pursuant to Education Law Section 211-e and is not an educational agency, and a not-for-profit corporation or other nonprofit organization, other than an educational agency.

t) "Unauthorized disclosure" or "unauthorized release" means any disclosure or release not permitted by federal or state statute or regulation, any lawful contract or written agreement, or that does not respond to a lawful order of a court or tribunal or other lawful order.

Data Collection Transparency and Restrictions

As part of its commitment to maintaining the privacy and security of student data and teacher and principal data, the District will take steps to minimize its collection, processing, and transmission of PII. Additionally, the District will:

- a) Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.
- b) Ensure that it has provisions in its contracts with third-party contractors or in separate data sharing and confidentiality agreements that require the confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

Except as required by law or in the case of educational enrollment data, the District will not report to NYSED the following student data elements:

- a) Juvenile delinquency records;
- b) Criminal records;
- c) Medical and health records: and
- d) Student biometric information.

Nothing in Education Law Section 2-d or this policy should be construed as limiting the administrative use of student data or teacher or principal data by a person acting exclusively in the person's capacity as an employee of the District.

Chief Privacy Officer

The Commissioner of Education has appointed a Chief Privacy Officer who will report to the Commissioner on matters affecting privacy and the security of student data and teacher and principal data. Among other functions, the Chief Privacy Officer is authorized to provide assistance to educational agencies within the state on minimum standards and best practices associated with privacy and the security of student data and teacher and principal data.

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

The District will comply with its obligation to report breaches or unauthorized releases of student data or teacher or principal data to the Chief Privacy Officer in accordance with Education Law Section 2-d, its implementing regulations, and this policy.

The Chief Privacy Officer has the power, among others, to:

- a) Access all records, reports, audits, reviews, documents, papers, recommendations, and other materials maintained by the District that relate to student data or teacher or principal data, which includes, but is not limited to, records related to any technology product or service that will be utilized to store and/or process PII; and
- b) Based upon a review of these records, require the District to act to ensure that PII is protected in accordance with laws and regulations, including but not limited to requiring the District to perform a privacy impact and security risk assessment.

Data Protection Officer

The District has designated a District employee to serve as the District's Data Protection Officer. The Data Protection Officer for the District is the Executive Director for Educational Services.

The Data Protection Officer is responsible for the implementation and oversight of this policy and any related procedures including those required by Education Law Section 2-d and its implementing regulations, as well as serving as the main point of contact for data privacy and security for the District.

The District will ensure that the Data Protection Officer has the appropriate knowledge, training, and experience to administer these functions. The Data Protection Officer may perform these functions in addition to other job responsibilities. Additionally, some aspects of this role may be outsourced to a provider such as a BOCES, to the extent available.

District Data Privacy and Security Standards

The District will use the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1) (Framework) as the standard for its data privacy and security program. The Framework is a risk-based approach to managing cybersecurity risk and is composed of three parts: the Framework Core, the Framework Implementation Tiers, and the Framework Profiles. The Framework provides a common taxonomy and mechanism for organizations to:

- a) Describe their current cybersecurity posture;
- b) Describe their target state for cybersecurity;
- c) Identify and prioritize opportunities for improvement within the context of a continuous and repeatable process;
- d) Assess progress toward the target state; and
- e) Communicate among internal and external stakeholders about cybersecurity risk.

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

The District will protect the privacy of PII by:

- a) Ensuring that every use and disclosure of PII by the District benefits students and the District by considering, among other criteria, whether the use and/or disclosure will:
 - 1. Improve academic achievement;
 - 2. Empower parents and students with information; and/or
 - 3. Advance efficient and effective school operations.
- b) Not including PII in public reports or other public documents.

The District affords all protections under FERPA and the Individuals with Disabilities Education Act and their implementing regulations to parents or eligible students, where applicable.

Third-Party Contractors

District Responsibilities

The District will ensure that whenever it enters into a contract or other written agreement with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District, the contract or written agreement will include provisions requiring that confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

In addition, the District will ensure that the contract or written agreement includes the third-party contractor's data privacy and security plan that has been accepted by the District.

The third-party contractor's data privacy and security plan must, at a minimum:

- a) Outline how the third-party contractor will implement all state, federal, and local data privacy and security contract requirements over the life of the contract, consistent with District policy;
- b) Specify the administrative, operational, and technical safeguards and practices the third-party contractor has in place to protect PII that it will receive under the contract;
- c) Demonstrate that the third-party contractor complies with the requirements of 8 NYCRR Section 121.3(c);
- d) Specify how officers or employees of the third-party contractor and its assignees who have access to student data or teacher or principal data receive or will receive training on the laws governing confidentiality of this data prior to receiving access;
- e) Specify if the third-party contractor will utilize subcontractors and how it will manage those relationships and contracts to ensure PII is protected;

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

- f) Specify how the third-party contractor will manage data privacy and security incidents that implicate PII including specifying any plans to identify breaches and unauthorized disclosures, and to promptly notify the District;
- g) Describe whether, how, and when data will be returned to the District, transitioned to a successor contractor, at the District's option and direction, deleted or destroyed by the third-party contractor when the contract is terminated or expires; and
- h) Include a signed copy of the Parents' Bill of Rights for Data Privacy and Security.

Third-Party Contractor Responsibilities

Each third-party contractor, that enters into a contract or other written agreement with the District under which the third-party contractor will receive student data or teacher or principal data from the District, is required to:

- a) Adopt technologies, safeguards, and practices that align with the NIST Cybersecurity Framework;
- b) Comply with District policy and Education Law Section 2-d and its implementing regulations;
- c) Limit internal access to PII to only those employees or subcontractors that have legitimate educational interests (i.e., they need access to provide the contracted services);
- d) Not use the PII for any purpose not explicitly authorized in its contract;
- e) Not disclose any PII to any other party without the prior written consent of the parent or eligible student:
 - 1. Except for authorized representatives of the third-party contractor such as a subcontractor or assignee to the extent they are carrying out the contract and in compliance with law, regulation, and its contract with the District; or
 - 2. Unless required by law or court order and the third-party contractor provides a notice of the disclosure to NYSED, the Board, or the institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by law or court order;
- f) Maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of PII in its custody;
- g) Use encryption to protect PII in its custody while in motion or at rest; and
- h) Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Where a third-party contractor engages a subcontractor to perform its contractual obligations, the data protection obligations imposed on the third-party contractor by law and contract apply to the subcontractor.

Cooperative Educational Services through a BOCES

The District may not be required to enter into a separate contract or data sharing and confidentiality agreement with a third-party contractor that will receive student data or teacher or principal data from the District under all circumstances.

For example, the District may not need its own contract or agreement where:

- a) It has entered into a cooperative educational service agreement (CoSer) with a BOCES that includes use of a third-party contractor's product or service; and
- b) That BOCES has entered into a contract or data sharing and confidentiality agreement with the third-party contractor, pursuant to Education Law Section 2-d and its implementing regulations, that is applicable to the District's use of the product or service under that CoSer.

To meet its obligations whenever student data or teacher or principal data from the District is received by a third-party contractor pursuant to a CoSer, the District will consult with the BOCES to, among other things:

- a) Ensure there is a contract or data sharing and confidentiality agreement pursuant to Education Law Section 2-d and its implementing regulations in place that would specifically govern the District's use of a third-party contractor's product or service under a particular CoSer;
- b) Determine procedures for including supplemental information about any applicable contracts or data sharing and confidentiality agreements that a BOCES has entered into with a third-party contractor in its Parents' Bill of Rights for Data Privacy and Security;
- c) Ensure appropriate notification is provided to affected parents, eligible students, teachers, and/or principals about any breach or unauthorized release of PII that a third-party contractor has received from the District pursuant to a BOCES contract; and
- d) Coordinate reporting to the Chief Privacy Officer to avoid duplication in the event the District receives information directly from a third-party contractor about a breach or unauthorized release of PII that the third-party contractor received from the District pursuant to a BOCES contract.

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Click-Wrap Agreements

Periodically, District staff may wish to use software, applications, or other technologies in which the user must "click" a button or box to agree to certain online terms of service prior to using the software, application, or other technology. These are known as "click-wrap agreements" and are considered legally binding "contracts or other written agreements" under Education Law Section 2-d and its implementing regulations.

District staff are prohibited from using software, applications, or other technologies pursuant to a click-wrap agreement in which the third-party contractor receives student data or teacher or principal data from the District unless they have received prior approval from the District's Data Privacy Officer or designee.

The District will develop and implement procedures requiring prior review and approval for staff use of any software, applications, or other technologies pursuant to click-wrap agreements.

Parents' Bill of Rights for Data Privacy and Security

The District will publish its Parents' Bill of Rights for Data Privacy and Security (Bill of Rights) on its website. Additionally, the District will include the Bill of Rights with every contract or other written agreement it enters into with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District.

The District's Bill of Rights will state in clear and plain English terms that:

- a) A student's PII cannot be sold or released for any commercial purposes;
- b) Parents have the right to inspect and review the complete contents of their child's education record;
- c) State and federal laws protect the confidentiality of PII, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred;
- d) A complete list of all student data elements collected by the state is available for public review at the following website http://www.nysed.gov/student-data-privacy/student-data-inventory or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234; and
- e) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure.

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

The Bill of Rights will also include supplemental information for each contract the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District. The supplemental information must be developed by the District and include the following information:

- a) The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- b) How the third-party contractor will ensure that the subcontractors, or other authorized persons or entities to whom the third-party contractor will disclose the student data or teacher or principal data, if any, will abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law Section 2-d);
- c) The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other written agreement (e.g., whether, when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- d) If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected;
- e) Where the student data or teacher or principal data will be stored, described in a manner as to protect data security, and the security protections taken to ensure the data will be protected and data privacy and security risks mitigated; and
- f) Address how the data will be protected using encryption while in motion and at rest.

The District will publish on its website the supplement to the Bill of Rights (i.e., the supplemental information described above) for any contract or other written agreement it has entered into with a third-party contractor that will receive PII from the District. The Bill of Rights and supplemental information may be redacted to the extent necessary to safeguard the privacy and/or security of the District's data and/or technology infrastructure.

Right of Parents and Eligible Students to Inspect and Review Students' Education Records

Consistent with the obligations of the District under FERPA, parents and eligible students have the right to inspect and review a student's education record by making a request directly to the District in a manner prescribed by the District.

The District will ensure that only authorized individuals are able to inspect and review student data. To that end, the District will take steps to verify the identity of parents or eligible students who submit requests to inspect and review an education record and verify the individual's authority to do so.

Requests by a parent or eligible student for access to a student's education records must be directed to the District and not to a third-party contractor. The District may require that requests to inspect and review education records be made in writing.

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

The District will notify parents annually of their right to request to inspect and review their child's education record including any student data stored or maintained by the District through its annual FERPA notice. A notice separate from the District's annual FERPA notice is not required.

The District will comply with a request for access to records within a reasonable period, but not more than 45 calendar days after receipt of a request.

The District may provide the records to a parent or eligible student electronically, if the parent consents. The District must transmit the PII in a way that complies with laws and regulations. Safeguards associated with industry standards and best practices, including but not limited to encryption and password protection, must be in place when education records requested by a parent or eligible student are electronically transmitted.

Complaints of Breach or Unauthorized Release of Student Data and/or Teacher or Principal Data

The District will inform parents, through its Parents' Bill of Rights for Data Privacy and Security, that they have the right to submit complaints about possible breaches of student data to the Chief Privacy Officer at NYSED. In addition, the District has established the following procedures for parents, eligible students, teachers, principals, and other District staff to file complaints with the District about breaches or unauthorized releases of student data and/or teacher or principal data:

- a) All complaints must be submitted to the District's Data Protection Officer in writing.
- b) Upon receipt of a complaint, the District will promptly acknowledge receipt of the complaint, commence an investigation, and take the necessary precautions to protect PII.
- c) Following the investigation of a submitted complaint, the District will provide the individual who filed the complaint with its findings. This will be completed within a reasonable period of time, but no more than 60 calendar days from the receipt of the complaint by the District.
- d) If the District requires additional time, or where the response may compromise security or impede a law enforcement investigation, the District will provide the individual who filed the complaint with a written explanation that includes the approximate date when the District anticipates that it will respond to the complaint.

These procedures will be disseminated to parents, eligible students, teachers, principals, and other District staff.

The District will maintain a record of all complaints of breaches or unauthorized releases of student data and their disposition in accordance with applicable data retention policies, including the Records Retention and Disposition Schedule ED-1 (1988; rev. 2004).

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Reporting a Breach or Unauthorized Release

The District will report every discovery or report of a breach or unauthorized release of student data or teacher or principal data within the District to the Chief Privacy Officer without unreasonable delay, but no more than ten calendar days after the discovery.

Each third-party contractor that receives student data or teacher or principal data pursuant to a contract or other written agreement entered into with the District will be required to promptly notify the District of any breach of security resulting in an unauthorized release of the data by the third-party contractor or its assignees in violation of applicable laws and regulations, the Parents' Bill of Rights for Student Data Privacy and Security, District policy, and/or binding contractual obligations relating to data privacy and security, in the most expedient way possible and without unreasonable delay, but no more than seven calendar days after the discovery of the breach.

In the event of notification from a third-party contractor, the District will in turn notify the Chief Privacy Officer of the breach or unauthorized release of student data or teacher or principal data no more than ten calendar days after it receives the third-party contractor's notification using a form or format prescribed by NYSED.

Investigation of Reports of Breach or Unauthorized Release by the Chief Privacy Officer

The Chief Privacy Officer is required to investigate reports of breaches or unauthorized releases of student data or teacher or principal data by third-party contractors. As part of an investigation, the Chief Privacy Officer may require that the parties submit documentation, provide testimony, and may visit, examine, and/or inspect the third-party contractor's facilities and records.

Upon the belief that a breach or unauthorized release constitutes criminal conduct, the Chief Privacy Officer is required to report the breach and unauthorized release to law enforcement in the most expedient way possible and without unreasonable delay.

Third-party contractors are required to cooperate with the District and law enforcement to protect the integrity of investigations into the breach or unauthorized release of PII.

Upon conclusion of an investigation, if the Chief Privacy Officer determines that a third-party contractor has through its actions or omissions caused student data or teacher or principal data to be breached or released to any person or entity not authorized by law to receive this data in violation of applicable laws and regulations, District policy, and/or any binding contractual obligations, the Chief Privacy Officer is required to notify the third-party contractor of the finding and give the third-party contractor no more than 30 days to submit a written response.

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Non-Instructional/Business Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

If after reviewing the third-party contractor's written response, the Chief Privacy Officer determines the incident to be a violation of Education Law Section 2-d, the Chief Privacy Officer will be authorized to:

- a) Order the third-party contractor be precluded from accessing PII from the affected educational agency for a fixed period of up to five years;
- b) Order that a third-party contractor or assignee who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data be precluded from accessing student data or teacher or principal data from any educational agency in the state for a fixed period of up to five years;
- c) Order that a third-party contractor who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data will not be deemed a responsible bidder or offeror on any contract with an educational agency that involves the sharing of student data or teacher or principal data, as applicable for purposes of General Municipal Law Section 103 or State Finance Law Section 163(10)(c), as applicable, for a fixed period of up to five years; and/or
- d) Require the third-party contractor to provide additional training governing confidentiality of student data and/or teacher or principal data to all its officers and employees with reasonable access to this data and certify that the training has been performed at the contractor's expense. This additional training is required to be performed immediately and include a review of laws, rules, and regulations, including Education Law Section 2-d and its implementing regulations.

If the Chief Privacy Officer determines that the breach or unauthorized release of student data or teacher or principal data on the part of the third-party contractor or assignee was inadvertent and done without intent, knowledge, recklessness, or gross negligence, the Chief Privacy Officer may make a recommendation to the Commissioner that no penalty be issued to the third-party contractor.

The Commissioner would then make a final determination as to whether the breach or unauthorized release was inadvertent and done without intent, knowledge, recklessness or gross negligence and whether or not a penalty should be issued.

Notification of a Breach or Unauthorized Release

The District will notify affected parents, eligible students, teachers, and/or principals in the most expedient way possible and without unreasonable delay, but no more than 60 calendar days after the discovery of a breach or unauthorized release of PII by the District or the receipt of a notification of a breach or unauthorized release of PII from a third-party contractor unless that notification would

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

interfere with an ongoing investigation by law enforcement or cause further disclosure of PII by disclosing an unfixed security vulnerability. Where notification is delayed under these circumstances, the District will notify parents, eligible students, teachers, and/or principals within seven calendar days after the security vulnerability has been remedied or the risk of interference with the law enforcement investigation ends.

Notifications will be clear, concise, use language that is plain and easy to understand, and to the extent available, include:

- a) A brief description of the breach or unauthorized release, the dates of the incident and the date of discovery, if known;
- b) A description of the types of PII affected;
- c) An estimate of the number of records affected;
- d) A brief description of the District's investigation or plan to investigate; and
- e) Contact information for representatives who can assist parents or eligible students that have additional questions.

Notification will be directly provided to the affected parent, eligible student, teacher, or principal by first-class mail to their last known address, by email, or by telephone.

Where a breach or unauthorized release is attributed to a third-party contractor, the third-party contractor is required to pay for or promptly reimburse the District for the full cost of this notification.

Annual Data Privacy and Security Training

The District will annually provide data privacy and security awareness training to its officers and staff with access to PII. This training will include, but not be limited to, training on the applicable laws and regulations that protect PII and how staff can comply with these laws and regulations. The District may deliver this training using online training tools. Additionally, this training may be included as part of the training that the District already offers to its workforce.

Notification of Policy

The District will publish this policy on its website and provide notice of the policy to all its officers and staff.

Education Law § 2-d 8 NYCRR Part 121

Adoption Date 8/24/20 Revision Date Review Date

SUBJECT: SCHOOL SAFETY PLANS

The District considers the safety of its students and staff to be of the utmost importance and is keenly aware of the evolving nature of threats to schools. As such, it will address those threats accordingly through appropriate emergency response planning. The District-wide school safety plan and the building-level emergency response plan will be designed to prevent or minimize the effects of serious violent incidents and emergencies and to facilitate the coordination of schools and the District with local and county resources in the event of these incidents or emergencies.

These plans will be reviewed by the appropriate team on at least an annual basis and updated as needed by September 1. Specifically, the Board will make the District-wide school safety plan available for public comment at least 30 days prior to its adoption. The District-wide school safety plans may only be adopted by the Board after at least one public hearing that provides for the participation of school personnel, parents, students, and any other interested parties. Additionally, the District-wide school safety plan will designate the Superintendent or designee as the chief emergency officer responsible for coordinating communication between school staff and law enforcement and first responders, and for ensuring staff understanding of this plan. Similarly, the Superintendent will be responsible for ensuring the completion and yearly updating of building-level emergency response plans.

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.

The plan will further address, among other items as set forth in Education Law and Commissioner's regulations, how the District will respond to implied or direct threats of violence by students, teachers, other school personnel as well as visitors to the school, including threats by students against themselves (e.g., suicide).

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. As part of this plan, the District will define the chain of command in a manner consistent with the National Incident Management System (NIMS)/Incident Command System (ICS).

SUBJECT: SCHOOL SAFETY PLANS (Cont'd.)

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.

Classroom door vision panels will not be covered except as outlined in the building-level emergency response plan.

Training Requirement

The District will submit certification to the New York State Education Department that all District and school staff have received annual training on the emergency response plan, and that this training included components on violence prevention and mental health. New employees hired after the start of the school year will receive training within 30 days of hire, or as part of the District's existing new hire training program, whichever is sooner.

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 §§ 807, 2801-a Public Officers Law Article 6 8 New York Code of Rules and Regulations (NYCRR) Section 155.17

Personnel

SUBJECT: PROBATION AND TENURE

Probation

Certified staff members will be appointed to a probationary period by a majority vote of the Board upon recommendation of the Superintendent.

Generally, teachers, all other members of the teaching staff, principals, administrators, supervisors, and all other members of the supervising staff will be appointed by the Board upon the recommendation of the Superintendent for a probationary period of four years.

Full-time certified staff members will be appointed to a probationary period of four (4) years. The probationary period will not exceed three (3) years for teachers previously appointed to tenure in this or another schoolany district or BOCES within the state, provided the teacher was not dismissed from that the prior district or BOCES as a result of charges brought pursuant to Education Law Section 3020-a or 3020-b and met the required annual professional performance review (APPR) rating in his/her final year of service there.

Additionally, up to two (2) years of service as a regular substitute teacher may be applied towards probationary service. This is sometimes referred to as Jarema Credit.

During the probationary period, a staff member will be given assistance in adjusting to the new position, but the essential qualifications for acceptable performance will be assumed because the staff member attained the required certification or license.

The probationary period will not exceed three years for principals, administrators, supervisors, or other members of the supervising staff appointed on or after June 1, 2020 who were previously appointed to tenure as an administrator within an authorized administrative tenure area in any district or BOCES within the state provided that the individual was not dismissed from that district or BOCES as a result of charges brought pursuant to Education Law Section 3020-a or 3020-b.

During the probationary period, a staff member will be given assistance in adjusting to the new position, but the essential qualifications for acceptable performance will be assumed because the staff member attained the required certification or license.

A staff member's appointment may be discontinued at any time during his/her probationary period upon the recommendation of the Superintendent and by majority vote of the Board. Any person not recommended for tenure appointment will be notified in writing by the Superintendent no later than 60 days before his/her probationary period expires.

Tenure

Certified staff members successfully completing a probationary period in the Rocky Point Union Free School District may be recommended (by the Superintendent of Schools) to the Board of Education for tenure appointment.

SUBJECT: PROBATION AND TENURE (Cont'd.)

The Board will follow all applicable laws and regulations regarding tenure.

At the expiration of the probationary period or within six (6) months prior, the Superintendent will make a written report to the Board recommending for appointment to tenure those certified staff members successfully completing a probationary period in the Base School District who have been found who have received the APPR rating of effective or highly effective in three (3) of the preceding four (4) years. If a teacher or principal receive an APPR rating of ineffective in their final probationary year, the Board may not award tenure, but may extend that teacher's or principal's probationary time by an additional year. The teacher or principal may be eligible for immediate tenure if he/she successfully appeals the ineffective rating. The Board may then —by a majority vote —appoint to tenure any or all of the persons recommended by the Superintendent.

When their initial probationary period expires, the teacher or principal will remain on probationary status until the end of the school year in which he/she received APPR ratings of effective or highly effective. The Board may also grant tenure contingent upon a teacher's or principal's receipt of a minimum APPR rating in the final year of the probationary period.

Resolutions Making Appointments

Each Board resolution making a probationary appointment or an appointment on tenure will specify:

- a) The name of the appointee;
- b) The tenure area or areas in which the professional will devote a substantial portion of his/her time;
- c) The date of commencement of probationary service or service on tenure in each such area; and
- d) The certification status of the appointee in reference to the position to which the individual is appointed.
 - In addition, resolutions confirming a probationary appointment must include a statement that:
- a) The probationary expiration date will depend on the individual's APPR ratings.
- b) To receive tenure, the individual must receive overall APPR ratings of effective or highly effective in at least three of four preceding years.
- c) If the teacher or principal receive an ineffective composite or overall APPR rating in their final year of probation, they will not be eligible for tenure at that time.

Education Law Sections 2509, 3012, 3012-c, 3012-d, and 3031 8 NYCRR 30-1.3, 80-3.6, 80-3.9, 80-3.10

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:

- a) 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.
- c) 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.
- b) 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.
- d) Reminding them of attendance requirements when daily phone calls are made to verify student absence.
- e) 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.

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

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.
- b) 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.

Students

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

Absences

- a) All absences from class will be covered by this policy. <u>No distinction will be made between</u> 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:

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

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.

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

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.
- b) 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.

(Continued)

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.
- c) 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.

- a) Community donated gifts are given or raffled to students who meet attendance standards.
- b) Students who meet the attendance standard can eat in a special area or with a special person in the school.
- c) Field trip arranged for students who meet the attendance standards.
- d) Participation in extra curricula activities for students who meet attendance standards.
- e) Recognition award for one hundred percent (100%) attendance each term.
- f) 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.
- c) Loss of the right to attend school-related trips.
- d) Loss of parking privileges.
- e) Revocation of student's employment permit.
- f) Attendance at meeting with parents, administration and counselor to discuss impact of excessive absences.
- g) Repetition of course or grade level due to excessive absences.

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE

The School District shall comply with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Under its provisions, parents/guardians and noncustodial parent(s), whose rights are not limited by court order or formal agreement, of a student under eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, have a right to inspect and review any and all education records maintained by the School District.

Education Records

The term "education records" is defined as all records, files, documents and other materials containing information directly related to a student, and maintained by the education agency or institution, or by a person acting for such agency or institution (34 Code of Federal Regulations (CFR) Section 99.3). This includes all records regardless of medium, including, but not limited to, handwriting, videotape or audiotape, electronic or computer files, film, print, microfilm, and microfiche.

In addition, for students who attend a public school district, all records pertaining to services provided under the Individuals with Disabilities Education Act (IDEA) are considered "education records" under FERPA. As such, they are subject to the confidentiality provisions of both Acts.

Personal notes made by teachers or other staff, on the other hand, are not considered education records if they are:

- a) Kept in the sole possession of the maker;
- b) Not accessible or revealed to any other person except a temporary substitute; and
- c) Used only as a memory aid.

Additionally FERPA does not prohibit a school official from disclosing information about a student if the information is obtained through the school official's personal knowledge or observation and not from the student's education records.

Records created and maintained by a law enforcement unit for law enforcement purposes are also excluded.

Access to Student Records

The Board directs that administrative regulations and procedures be formulated to comply with the provisions of federal law relating to the availability of student records. The purpose of such regulations and procedures shall be to make available to the parents/guardians of students and noncustodial parent(s) whose rights are not limited by court order or formal agreement, or students who are eighteen (18) years of age or older or who are attending an institution of post-secondary education, student records, and files on students, and to ensure the confidentiality of such records with respect to third parties.

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)

Under FERPA, unless otherwise exempted in accordance with law and regulation, the District may release personally identifiable information (PII) contained in student education records only if it has received a "signed and dated written consent" from a parent or eligible student. Signed and dated written consent may include a record and signature in electronic form provided that such signature:

- a) Identifies and authenticates a particular person as the source of the electronic consent; and
- b) Indicates such person's approval of the information contained in the electronic consent.

Exceptions

Directory Information and Limited Directory Information Disclosure

Directory information is information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Limited Directory Information Disclosure means that the District may limit disclosure of its designated directory information to specific parties, for specific purposes, or both. The intent is to allow schools the option to implement policies that allow for the disclosure of student information for uses such as yearbooks, but restrict disclosure for more potentially dangerous purposes. The District shall limit disclosure of its designated directory information as otherwise specified in its public notice to parents of students in attendance and eligible students in attendance.

To School Officials who have a Legitimate Educational Interest

To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. An educational interest includes the behavior of a student and disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of the student, other students, or other members of the school community. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

To Another Educational Institution

The District may disclose any and all educational records, including disciplinary records and records that were created as a result of a student receiving special education services under Part B of IDEA, to another school or post-secondary institution at which the student seeks or intends to enroll, or after the student has enrolled or transferred, so long as the disclosure is for purposes related to the student's enrollment or transfer. Parental consent is not required for transferring education records if the school's annual FERPA notification indicates that these disclosures may be made. In the absence of information about disclosures in the annual FERPA notification, school officials must make a reasonable attempt to notify the parent about the disclosure, unless the parent initiated the disclosure. Additionally, upon request, the District will provide a copy of the information disclosed and an opportunity for a hearing.

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)

Health and Safety Emergency Exception

School districts must balance the need to protect students' personally identifiable information with the need to address issues of school safety and emergency preparedness. Under FERPA, if an educational agency or institution determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records, without consent, to any person whose knowledge of the information is necessary to protect the health and safety of the student or other individuals during the period of the health or safety emergency.

School districts may release information from records to appropriate parties including, but not limited to, parents, law enforcement officials and medical personnel. A school district's determination that there is an articulable and significant threat to the health or safety of a student or other individuals shall be based upon a totality of the circumstances, including the information available, at the time the determination is made. The school district must record the articulable and significant threat that formed the basis for the disclosure and maintain this record for as long as the student's education records are maintained.

To Juvenile Justice Systems

Information may be disclosed to state and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a state statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released. In these cases, the official or authority must certify in writing that the information will not be disclosed to any other party except as provided under law without prior written consent.

To Foster Care Agencies

The District may release records to an agency caseworker or other representative of a state or local child welfare agency, who has the right to access a student's case plan, when the agency or organization is legally responsible, for the care and protection of the student. This does not give a child welfare agency the right to look into any non-foster care student's records, without parental consent, when there has been a mere allegation of abuse or maltreatment, absent an order or subpoena.

Pursuant to a Subpoena or Court Order

When the District receives a subpoena or court order for the release of records, it will make a reasonable effort to notify the parent or guardian or eligible student of the order or subpoena in advance of compliance. This allows the parent or guardian or eligible student to seek protective action against the subpoena or order before the release of the records.

The District may disclose a student's records without first notifying parents or guardians or eligible students if the disclosure is:

- 1. Based on a subpoena in which the court orders, for good cause shown, not to reveal to any person the existence or contents of the subpoena or any information furnished pursuant to the subpoena;
- 2. In accordance with a judicial order in cases where the parents are a party to a court proceeding involving child abuse or maltreatment or dependency matters, and the order is issued in the context of that proceeding; or
- 3. Made to a court (with or without an order or subpoena) when the District is involved in a legal action against a parent or student and the records are relevant to the matter.

For Financial Aid Purposes

Pertinent information may be released in connection with the determination of eligibility, amount, conditions, and enforcement of terms of a student's financial aid.

To Accrediting Organizations

Disclosure of a student's records may be made to an organization in which that student seeks accreditation, in order to carry out their accrediting function.

To Parents of a Dependent Student

Even when a student turns 18 years of age or older the District may disclose education records to that student's parents, without the student's consent, if the student is claimed as a dependent for federal income tax purposes by either parent.

Audit/Evaluation Exception

The audit or evaluation exception allows for the disclosure of PII from education records without consent to authorized representatives of the Comptroller General of the U.S., the Attorney General, the Secretary of Education, and State or local educational authorities ("FERPA permitted" entities). Under this exception, PII form education records must be used to audit or evaluate a Federal or State supported education program, or to enforce or comply with Federal legal requirements that relate to those education programs (audit, evaluation, or enforcement or compliance activity).

The District may, from time to time, disclose PII from education records without consent to authorized representatives of the entities listed above. The District may also, from time to time, designate its own authorized representative who may access PII without consent in connection with an audit or evaluation of an education program within the District. As an example, the District might designate a university as its authorized representative in order to disclose, without consent, PII from education records on its former students to the university. The university could then disclose, without consent, transcript data on those former students attending the university to allow the District to evaluate how effectively the District prepared its students for success in postsecondary education.

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)

For Conducting Studies-Exception

This exception allows for the disclosure of PII from education records without consent to organizations conducting studies for, or on behalf of, schools, school districts or postsecondary institutions. Studies can be for the purpose of developing, validating, or administering predictive tests; administering student aid programs; or improving instruction.

The District may, from time to time, disclose PII from education records without consent to such organizations conducting studies for the District, in accordance with its obligations under FERPA.

In addition, other entities outside of the District may, from time to time, disclose PII from education records that the District has previously shared with that entity, to organizations conducting studies on behalf of the District. For example, a State Education Agency (SEA) may disclose PII from education records provided by the District without consent to an organization for the purpose of conducting a study that compares program outcomes across school districts to further assess the effectiveness of such programs with the goal of providing the best instruction.

Required Agreements for the Studies or Audit/Evaluation Exceptions

To the extent required by law, the District shall enter into a written agreement with organizations conducting studies for the District, or, with its designated authorized representatives in connection with audits or evaluations of education programs within the District. In the event that the District discloses PII from education records to its own designated authorized representative in connection with an audit or evaluation of an educational program within the District, it shall use reasonable methods to ensure to the greatest extent practicable that its designated authorized representative complies with FERPA and its regulations.

Challenge to Student Records

Parents/guardians of a student under the age of eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, shall have an opportunity for a hearing to challenge the content of the school records, to ensure that the records are not inaccurate, misleading, or otherwise in violation of the privacy of students, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data contained therein.

Disclosures to Parents of Eligible Students

Even after a student has become an "eligible student" under FERPA (which is defined as a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education) an educational agency or institution may disclose education records to an eligible student's parents, without the student's consent:

- a) If the student is claimed as a dependent for Federal income tax purposes by either parent;
- b) In connection with a health or safety emergency;

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)

- c) If the student attends an institution of postsecondary education, is under twenty-one (21) years of age and the disclosure is regarding the student's violation of law, an institutional rule or policy governing the use of alcohol or a controlled substance at that institution; or
- d) If the disclosure falls within any other exception to the consent requirements under FERPA or its Regulations, such as the disclosure of directory information or in compliance with a court order or lawfully issued subpoena.

Release of Information to the Noncustodial Parent

The District may presume that the noncustodial parent has the authority to request information concerning his/her child and release such information upon request. If the custodial parent wishes to limit the noncustodial parent's access to the records, it would be his/her responsibility to obtain and present to the school a legally binding instrument that prevents the release of said information.

Family Educational Rights and Privacy Act of 1974 20 United States Code (USC) Section 1232g 34 Code of Federal Regulations (CFR) Part 99 Education Law § 2-d

NOTE: Refer also to Policies

#7242 -- Student Directory Information

#7243 -- Military Recruiters' Access to Secondary School

Students and Information on Students

#7643 -- Transfer Students with Disabilities

SUBJECT: IMMUNIZATION OF STUDENTS

Every child entering or attending a District school must present proof of immunization or proof of immunity by seriology (blood test) if applicable in accordance with Public Health Law Section 2164 and New York Codes, Rules and Regulations (NYCRR) Title 10, Subpart 66-1 unless a New York State licensed physician certifies that such the immunization may be detrimental to the child's health.

Except for the above-mentionedthis valid medical exemption, the District may will not permit a student lacking acceptable evidence of immunization to remain in school for more than fourteen (14) days, or more than thirty (30) days for an out-of-state or out-of-country transferee who can show a good faith effort to get the necessary certification or other evidence of immunization.

The administration will notify the local health authority of the name and address of excluded students and provide the parent/person in parental relation a statement of his/her duty regarding immunization as well as a consent form prescribed by the Commissioner of Health. The school shall cooperate with the local health authorities to provide a time and place for the immunization of these students.

Whenever a child has been refused admission to or continued attendance at a District school for lack of acceptable evidence of immunization, immunity, or exemption, the principal of the school will:

- a) Notify the person in parental relation to the child of his or her responsibility to have the child immunized and of the public resources available for doing so;
- b) Notify the local health authority of the name and address of the excluded child and of the immunization or immunizations which the child lacks; and
- c) Provide, with the cooperation of the local health authority, for a time and place at which the required immunization or immunizations may be administered.

For homeless children, the enrolling school must immediately refer the person in parental relation to the child to the District's homeless liaison, who must assist them in obtaining the necessary immunizations, or medical records.

Parents, guardians or other persons in parental relation may appeal to the Commissioner of Education if their child is denied school entrance or attendance for failing to meet health immunization standards.

The District will provide an annual summary of compliance with immunization requirements to the Commissioner of Health.

All schools will also post educational information on influenza and the benefits of influenza immunization which will be in plain view and available to persons in parental relation.

For advice on a specialized immunization questions, contact the regional New York State Department of Health (NYSDOH) office directly. A complete listing of regional offices can be found on the following website: http://www.health.state.ny.us

Education Law §§ 310 and 914 Public Health Law §§ 613 and 2164 8 NYCRR §§ 100.2 and 136.3 10 NYCRR Subpart 66-1

NOTE: Refer also to Policy #7131 -- Education of Homeless Children and Youth

Adoption Date 3/23/09 Revision Date 8/26/19, 8/24/20 Review Date 5/15/12

2020-2021 SCHOOL CALENDAR

Rocky Point Union Free School District

	JL	JLY 202	20	
M	Т	W	Т	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
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	AUC	GUST 2	020	
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31				

	SEP1	TEMBER	2020	
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14	15	16	17	18
21	22	23	24	25
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-		(16+3)		

OCTOBER 2020				
M	Т	W	Т	F
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[12]	13	14	15	16
19	20	21	22	23
26	27	28	29	30
(21)				

4 Independence Day

31 Last day of summer hours

1-3 Superintendent's Conf. Day (staff only)

8 First day for students

4 No School for Staff/Students

7 Labor Day

28 Yom Kippur

NOVEMBER 2020				
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<u>30</u>				
		(16+1)		

DECEMBER 2020				
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		(16)		

JANUARY 2021				
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FEBRUARY 2021				
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22	23	24	25	26

(15)

3 Conference Day (staff only)

11 Veterans Day

25-27 Thanksgiving Recess

23-31 Winter Recess 1 New Year's Day 18 Martin L King, Jr. Day 15 Presidents Day 15-19 Mid-Winter Recess

12 Columbus Day

MARCH 2021				
M	Т	W	T	F
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MAY 2021				
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[31]				
(20)				

JUNE 2021 М Т W Т F 1☆ 2 3 4 8 9 10 11 14 15 16 17 18 21 22 (23)(24)(25L)28 29 30 (19)

28 First Day of Passover 29-31 Spring Recess

1-5 Spring Recess 2 Good Friday

27-28 Emergency Closing Giveback Day

31 Memorial Day

1 Emergency Closing Giveback Day 16-25 Regents Testing/Rating Day 23-25 ½ Day K-5 Students 25 Regents Rating/Last Day of School

Legend

{ } = Conference day

[] = School closed $\star =$ Snow giveback day () = ½ days K-5

181 + 4 = 185

If one emergency closing is deemed necessary, school will be in session on May 27, 2021. If two emergency closings are deemed necessary, school will be in session on both

May 27, 2021 and May 28, 2021. If three emergency closings are deemed necessary, school will be in session on May 27, 2021; May 28, 2021; June 1, 2021. If more than three emergency closings are deemed necessary, school may be in session for students and/or staff on additional dates as directed by the Superintendent of Schools.

NOTE: The Board of Education of the Rocky Point UFSD reserves the right to revise this calendar if emergency school closings during the school year require additional days of attendance.

ROCKY POINT UNION FREE SCHOOL DISTRICT 90 Rocky Point – Yaphank Road Rocky Point, New York 11778

INSTRUCTIONAL SERVICES 2020-2021 CONTRACT

AGREEMENT, made this 24th day of August 2020 by and between the BOARD OF EDUCATION of the ROCKY POINT UNION FREE SCHOOL DISTRICT (Rocky Point UFSD), Town of Brookhaven, 90 Rocky Point – Yaphank Road, Rocky Point, New York, 11778, ("Rocky Point") and Mr. Richard Yashowitz and Mrs. Mary Yashowitz, 19 Long Beach Drive, Sound Beach, NY 11779.

WITNESSETH: WHEREAS, Mr. Richard Yashowitz and Mrs. Mary Yashowitz are non-residents of the Rocky Point Union Free School District living at 19 Long Beach Drive, Sound Beach, NY 11779; and

WHEREAS, Mr. Richard Yashowitz and Mrs. Mary Yashowitz desire to maintain the enrollment of their grandsons, Thomas McDonald (grade 12) and Ryan McDonald (grade 11), for the 2020-2021 School Year in the Rocky Point Union Free School District, specifically Rocky Point High School, as non-district resident students as per Board of Education Policy #7130 Criteria for Admission under Special Circumstances;

NOW, THEREFORE, in consideration of the mutual promises herein set forth, it is agreed by and between the parties as follows:

- 1. Thomas McDonald (grade 12) and Ryan McDonald (grade 11) shall be admitted into the Rocky Point High School operated by Rocky Point UFSD on September 1, 2020 and shall receive instruction for a period ending June 30, 2021 on a non-tuition basis; said students shall be entitled to and shall receive like and equal instruction to that imparted to the children of like ages, grades and departments and shall be accorded all the rights and privileges enjoyed by resident students in attendance at said Rocky Point High School.
- 2. It is agreed that as per Board of Education Policy #7130—Transportation –Transportation will be provided for these non-resident students if, and only if, existing bus routing is used, and there is sufficient room on the bus to accommodate the occupancy of the students thereon.
- 3. In consideration of the agreement set for herein, such services provided by Rocky Point, tuition will be waived for such instructional services during the 2020-2021 School Year.

IN WITNESS WHEREOF, the parties hereto have affixed hereunto their respective signatures.

	Rocky Point Union Free School District Town of Brookhaven
Ву:	Susan Y. Sullivan, Board of Education President
Ву:	Mr. Richard Yashowitz
	Mrs. Mary Yashowitz

Bid: #21-08 Boiler Maintenance & Repair BID RESPONSE SHEET

Vendor Name	LABOR- JOURNEYMAN/MECHANIC/H OURLY	LABOR- HELPER/APPRENTICE/ HOURLY	MATERIALS MARKUP (not to exceed 15%)	ESTIMATED CONTRACT VALUE
Best Climate Control	110.00	100.00	15	61,250
Ultimate Power, Inc.	130.00	130.00	15	69,250
Commercial Instrumentation	95.00	50.00	15	55,250
Island Industrial Boiler	109.00	50.00	15	60,250
HTP Mechanical	98.00	-	15	56,450
	•			

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.: 21-08 Boiler Maintenance & Repair

as specified in the contract documents.

Bids will be received until 9:30am prevailing time, on <u>Thursday</u>, <u>August 13</u>, 2020, 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. Vendors wishing to publicly view the bid opening must wear a face covering to gain entry.

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 obtained between the hours of 9:00 A.M. and 2:00 P.M., Monday through Thursday at the District Administrative Office at 90 Rocky Point-Yaphank Rd., Rocky Point, NY 11778 or by emailing the Purchasing Agent at dhoffman@rockypoint.kl2.ny.us, beginning Thursday, July 30, 2020.

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: July 30, 2020

LEGAL ADVERTISING

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, NY 11778 BIDDERS PROPOSAL AND CERTIFICATION

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

Attn: 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 below, and agrees 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 services(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.: 21-08 Boiler Maintenance & Repair

Date/Time of Opening: August 13, 2020 @ 9:30am

Name of Bidder	Signed by Merron	
Commercial Instrumentation Services		Mark Finguerra
Address	Name (Print)	
681 Grand Blvd. Suite 7, Deer Park, NY 11729	President	·
	Title	
Phone: 631 243-4300	8/13/20	
	Date	

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

Boiler Maintenance & Renair Bid #21-08

INSTRUCTIONS TO BIDDERS

- 1. Each bid is to be submitted in a sealed envelope marked with the name of the bidder, the bid number, and the bid title, "21-08 Boiler Maintenance & Repair". Bids shall be received at the Rocky Point UFSD, Administrative Office, 90 Rocky Point-Yaphank Rd., Rocky Point, NY by 9:30am on Thursday, August 13, 2020. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the Rocky Point UFSD, as well as improper hand delivery.
- 2. Prospective bidder may request an inspection of the equipment to be serviced prior to submitting the bid by contacting Mr. Paul Martinez, Director of Facilities, at 631-849-7240.
- 3. Proposals must be made upon Bid Forms furnished by the School District. Bids which are incomplete, conditional or obscure may be rejected as not meeting specifications.
- 4. Any bid submitted will be binding for 45 days subsequent to the date of bid opening. This period may be extended by mutual agreement.
- 5. The following documents are required with this sealed bid to meet the bidding requirements:
 - a. Bidders Proposal and Certification
 - b. Bid Response Sheet
 - c. Non-Collusive Bidding Certification
 - d. Affidavit of Compliance
 - e. Reference Sheet
- 6. All questions relating to this bid shall be in writing to the Purchasing Agent, either in the form of email to dhoffman@rockypoint.kl2.ny.us or by mail to: Rocky Point UFSD, Administrative Office, 90 Rocky Point-Yaphank Rd, Rocky Point, NY 11778.

ROCKY POINT UNION FREE SCHOOL DISTRICT ADDITIONAL GENERAL CONDITIONS

GENERAL

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 8, of the New York State Labor Law, PRC #2020007643.

PERIOD OF CONTRACT

The term of this contract shall be from 9/01/20 through 8/30/21.

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 including but not limited to the quality of workmanship, availability of qualified employees and/or project durations; 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. Upon termination, all obligations related to this contract shall cease, and the Contractor shall be entitled to reimbursement only for services satisfactorily rendered and completed as of the effective date of termination.

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.

ADDITIONAL GENERAL CONDITIONS

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.

ADDITIONAL GENERAL CONDITIONS

INSURANCE REQUIREMENTS-CONTRACTOR

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. 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.

II. 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

ADDITIONAL GENERAL CONDITIONS

III. 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.

INSPECTION AND INFORMATION

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

Each bidder is encouraged to visit the site of the proposed work, to 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.

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 two (2) additional one-year periods at the same rates, terms and conditions.

GENERAL CONDITIONS

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.

GENERAL CONDITIONS

- 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.

GENERAL CONDITIONS

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: Debra Hoffman, Purchasing Agent

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. Such 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. If required in the bid documents, 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.

GENERAL CONDITIONS

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.
- 25. 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

- 26. 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 60 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.

GENERAL CONDITIONS

- 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.
- A contract may be canceled at the successful bidder's expense upon nonperformance 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.

GENERAL CONDITIONS

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.

GENERAL CONDITIONS .

- 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.

GENERAL CONDITIONS

- 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

56. 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.

Boiler Maintenance and Repair Bid #21-08

BID SPECIFICATIONS

SCOPE

To provide skilled, experienced, prompt service to a wide variety of Oil Burners & Boilers, and their associated systems and parts, on an "on-call" basis, as needed.

Boilers to be repaired may be steam and/or Hi-Temp Hot Water, Low or High Pressure, Gas or Oil Fired and may range in size up to 5,000,000 BTU's.

Work shall include troubleshooting, repairing, replacement of parts and general maintenance. If burner is determined to be in such a state as unrepairable and should be replaced, this shall be included in the scope of this contract.

The Contractor shall have the resources (labor, materials and equipment) necessary to provide within two (2) hours for emergency repairs and within ten (10) business days after the proposal is accepted for all non-emergency assignments.

The Boiler system manufacturers that the Contractor may encounter include but may not be limited to:

Weil McLain, AO Smith, Smith (Mills), Power Flame. (A List of current systems is attached).

CONTRACTOR QUALIFICATIONS

Service personnel shall have all the tools and testing equipment required to be able to troubleshoot, repair and set up oil, gas and/or dual fuel boilers and burners, utilizing steam and/or hot water.

Service personnel must be factory trained and certified, have a minimum of five (5) years' experience, and be familiar with both oil and gas fired burners, dual fuel systems and interfacement of energy management systems with boiler control systems.

Contractor must possess a restricted electrician's and plumbing license as required. All factory training certificates and restricted electricians/plumbing licenses shall be submitted at the time of bid opening.

Service personnel must be qualified to install, repair and test gas trains in the installation or upgrade for gas or dual fuel burners.

Service personnel must be able to service the Omntec fuel tank alarm system.

Service personnel must be able to service and repair underground fuel tanks.

Contractor must show proof of at least four (4) full time service mechanic's and four (4) service trucks.

Contractor must have a 24 hour, 7 days a week on call service and be available at all times. Sundays and holidays included.

CONTRACT REQUIREMENTS

Contractor shall maintain an adequate inventory of new-original manufacturer's parts and materials so as to insure prompt repairs on short notice.

When repairing any burner or boiler, any parts supplied must be the most up-to-date materials being manufactured. No obsolete materials will be allowed. All parts shall be new and must be equal to or better than the original parts. Rebuilt parts may be used only with prior approval of the District. The District reserves the right to furnish parts and materials if they deem it to be in their best interest.

All repair, maintenance and replacement of parts will be authorized directly by the Director of Facilities of the Rocky Point UFSD. Any non-emergency assignment shall have a clear "scope of services" established by the Director of Facilities for the purpose of preparing a detailed cost estimate which includes all estimated labor, materials and equipment needed to complete the assignment. The Contractor will receive a purchase order from the district verifying the acceptance/approval of the detailed cost estimate. The Contractor shall contact the Director of Facilities within 3 days of receiving the purchase order before mobilizing to the site in order to discuss arrival times, sign-in procedures, and storage of materials. Failure to meet the response requirements with respect to emergency and non-emergency assignments could result in the termination of the contract.

All emergency repairs will be conducted on a time & material basis as verified by the Director of Facilities or his designee at the location of the emergency repair work. All labor, materials and equipment will be recorded upon the completion of the repair. As stated earlier, the Contractor will have a two-hour window to respond to the emergency repair requested by the District. Emergencies will be classified as features or conditions that create a clear threat to the Student's & faculty health and safety. Any long-lead materials needed for emergency repairs will be brought to the immediate attention of the Director of Facilities. The Contractor must provide a single point of contact "SPOC". Meaning, an individual that can be reached by telephone or other mutually agreeable means of communication 24 hours a day, seven (7) days a week and must be able to respond to multiple calls within a 24 hour time period. The District Point of Contact (SPOC) will be the Director Facilities, or in his absence, the Business Administrator or Head Custodian, as designated.

Parts & materials necessary to the job will be billed at the Contractor's certified cost, as specified on the Bid Response Sheet, not to exceed 15%. Certified cost will be the actual amount paid to the supplier and <u>must</u> be documented by the submission of a copy of the supplier's invoice with the Contractor's voucher. Items under \$50.00 may be grouped together as "miscellaneous materials" and included as one total on the invoice.

Any and all work performed under this contract that requires the coordination of the utility company shall be conducted directly by the Contractor and considered to be an overhead cost of the contract. If additional design services are required (beyond the scope of services defined by the Director of Facilities) to complete the work, the Director of Facilities shall provide additional information (drawings, complete applications) to the Contractor. All reports and/or forms used by the contractor in the administration of this contract shall be subject to the review and approval of the Director of Facilities.

For any replacements parts or upgrades (if applicable) the Contractor shall provide owner's manuals and instructions along with training for the Head Custodian of each building, for all newly installed equipment.

The Rocky Point UFSD reserves the right to not issue any work orders or assignments under this contractual agreement and further states in no way does this contract provide any guarantees entitlements of any jobs or work for the Contractor.

LABOR

For all regular work, the contractor must plan and schedule all work assignments to avoid impacting the instructional day and/or the students' and faculty health and safety.

All labor needed to perform the various on-call services shall be identified by the Contractor prior to any work performed for each assignment. The Contractor shall include a breakdown of labor in hours using the contract items identified on the itemized proposal forms. The unit cost bid by the Contractor shall be for each hour that an individual worker has performed repair, maintenance, upgrades and replacement parts as certified by the Director of Facilities. The unit cost (hourly rate) shall include all overhead and profit in addition to the total cost of the labor (includes all supplemental and fringe benefits).

For all non-emergency and emergency assignments authorized by the Director of Facilities, travel time to and from the job site is NOT billable under this contract. Payments will be made only for time on the job. Director of Facilities and/or his designee (Head Custodian) shall verify all workers and the amount of time used on each assignment by the sign-in sheets at each building that the contractor and its employees must sign before beginning work and after work is completed for each day.

Under this contract, sub-contracting shall not be permitted without prior approval of the District. In the event that approval is granted, the contractor will be allowed to add <u>no more than 10%</u> to the sub-contractor's invoice for handling. The invoice MUST be presented to the District at the time of submission of voucher for verification.

PREVAILING WAGE RATES AND SCHEDULE:

It shall be the responsibility of the Contractor to comply with all New York State Labor Laws, including but not limited to, Article 8, Section 220 of the New York State Labor Law as well as Suffolk County Labor regulations. <u>PRC #2020007643</u> has been assigned to this contract.

Prevailing wage information for this contract can be accessed on the New York State Department of Labor website: http://wpp.labor.state.ny.us/

REQUIRED INSURANCES & DOCUMENTATION:

See General Conditions of Bid Proposal section for insurance requirements.

WARRANTY PERIOD

- 1. Performance Warranty: The vendor shall guarantee all work, equipment and materials included in the service against any defects in workmanship; and shall satisfactorily correct, at no cost to the District, any such defect that may become apparent within a period of one year after acceptance of work. The warranty period shall commence upon date of completion, inspection and acceptance by the District representative as specified at contract signing.
- 2. Material Warranty: Parts furnished under this contract shall be the latest improved parts in current production, as offered to commercial trade, and shall be of quality material. Used, shopworn, demonstrator, prototype, reconditioned or discontinued parts or materials are not acceptable. Rebuilt parts may only be used with the prior approval of the District. The District reserves the right to furnish parts and materials if it is in the best interest of the District. The warranty period for vendor provided materials shall be for a period of one year after acceptance of work or within the manufacturer's warranty, whichever is later. The warranty period shall commence upon date of acceptance by the District. Vendor shall provide the District's Buildings & Grounds office with all manufacturers' warranty documents.

BASIS OF AWARD

The district shall award and procure a contract with the lowest responsible bidder who is capable of meeting all of the contract requirements (in addition to the district's boilerplate requirements) and can furnish a price for each of the items defined in the Bid Response Sheet. To determine the low price bidder, calculations will be based up an estimated number of hours and estimated total contractor cost for parts.

CONTRACT PERIOD AND CONTRACT EXTENSION

This contract shall cover the period from $\frac{9/01/20}{1}$ through $\frac{8/31/21}{1}$. The District may terminate the contract for any reason by giving thirty (30) days written notice.

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 two (2) additional one-year periods at the same rates, terms and conditions.

CLEANUP

The Contractor shall at all times keep the areas free from accumulation of waste material and rubbish, and prior to completion of work, remove and dispose any rubbish at his expense from and about the premises. Upon completion of a working day, the Contractor shall leave work and premises in clean, neat and workmanlike conditions satisfactory to the Director of Facilities Administrator and its Duly Authorized Representative. At job end, all replaced parts/units/assemblies must be removed and disposed of by the vendor at their own expense.

INVOICING

The contractor shall submit properly completed invoices with supporting work orders attached prior to receiving payment in any form. All invoices with corresponding signed work orders shall be submitted to the Accounts Payable Dept. at 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778 for payment.

- 1. Invoices shall reference the purchase order number
- 2. Invoices shall reference the bid number
- 3. Invoices shall break down materials cost (showing cost + markup) and labor cost (hours x rate) to match the bid and quote
- 4. Invoices for repairs shall be submitted within thirty (30) days from date of service
- 6. Invoices for materials shall include receipts to support the materials mark-up percentage
- 7. Invoices shall come with completed applicable prevailing wage forms (Certified Payrolls). Without these sheets, payment will not be completed.

Contractor Name: Commercial Instrumentation Services

Authorized Signature:

BID RESPONSE SHEET

Boiler Maintenance and Repair Bid #21-08

SCOPE: To provide skilled, experienced, prompt service to a wide variety of Oil Burners & Bollers, and their associated systems and parts, on an "on-call" basis, as required.

LABOR-JOURNE	YMAN/MECHANIC (Hourly rate)	\$_95.00		
LABOR-HELPER	/APPRENTICE (Hourly rate)	\$_50.00		
	d at a rate of 1.5 x straight time. e paid when certified payrolls indicate employ	ees were paid overtime.		
MARKUP ON MAT	MARKUP ON MATERIALS (above Contractor's certified cost)15% (not to exceed 15%)			
NOTE: to determine the low price bidder calculations will be based upon an estimate of 400 hours (Journeyman/Mechanic) and Parts with a contractor's certified cost of \$15,000. Estimate: 400 hours labor x hourly rate + \$15,000 parts + markup = \$55,250.00				
	abox a noung two to 15,000 parts t makap			
Name of Firm	Commercial Instrumentation S	Services		
Contact Person	James Gerardi			
Address	681 Grand Blvd. Suite 7 Deer Park, NY 11729	_		
Office Phone:	631 243-4300	- - -		
Cell Phone:	<u> </u>			

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.

е,	authorizing the execution of this certificate by the signator of this bid or proposal in
	behalf of the corporate bidder.
	Signature
	Mark Finguerra - President
	Title

RESOLUTION-for corporate bidders only

RESOLVED that Commercial Instrumentation Services	be authorized to sign and submit the bid or
proposal of this corporation for the following project,	Boiler Maintenance & Repair
and to include in such bid or proposal the certificate hundred three-d of the General Municipal Law as the inaccuracies or misstatements in such certificate the penalties of perjury.	act and deed of such corporation, and for any
The foregoing is a true and correct copy of the resolution of a meeting the statement of th	tion adopted by <u>Commercial Instrumentation</u> Services at 2020 and is still in full force and effect this
Seal of the Corporation	

AFFIDAVIT OF COMPLIANCE

. •		STATE OF		
		•		•

co	UNTY OF	Suffolk	•	•	
		Mark Fing	uerra, being	duly sworn, deposes and sa	ays:
1)	That (s)he is an officer or representative of <u>Commercial Instrumentation Services</u> and that (s)he has the authority to sign this affidavit.				
2)	award to _	<u>Comme</u> s as directed	rcial Instrumentation	he Rocky Point Union Free to Services such purchase ation, in accordance with New	contracts for goods
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 employee	ee or Stockholder of t In any position, admir rict other than as disc	he above-referenced vendor nistrator or Board Member, a losed below:	is t the Rocky Point
	dor: List Offi ployee or Sto ne		Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
-					***************************************
			· · · · · · · · · · · · · · · · · · ·		
		M	nquer		8/13/2020
	•	/ /	0 Signed		Date
	orm to before	e me this	13th		•

Notary Public

Seal

THEMESA L. MURCAN
Notary Public State of New York
No. 01M06108504
Qualified in Suffolk County
Commission Expires April 19, 20

ROCKY POINT UNION FREE SCHOOL DISTRICT ADMINISTRATIVE OFFICE 90 ROCKY POINT-YAPHANK ROAD ROCKY POINT, NY 11778

REFERENCES

Company Name:	Town of Hempstead, DGS		
Address:	350 Front Street, Hempstead New York 11550		
Contact Person:	Mr. Drew Hanson		
Telephone: ()	516-506-3536		
Dates of Contract(s)	5/24/2016 - 4/30/2021		
•			
Company Name:	Stony Brook University Hospital		
Address:	HSC Level 1 Stony Brook, New York 11794		
Contact Person:	Mr. James Prudenti		
Telephone: ()	ne: () <u>631-444-8173</u>		
Date of Contract(s) 1/20/2020 -12/31/2024			
Company Name:	Suffolk County DPW		
Address:	335 Yaphank Ave Yaphank, New York 11930		
Contact Person:	Craig Rhodes		
Telephone: ()	631-852-4098		
Date of Contract(s)	08/01/2020 - 07/31/2020		

Vendor Name: Commercial Instrumentation Services

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), chapter 1 of the 2012 Laws of New York, a new provision has been added to Stat Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time is will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL §165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the School District receive information that a Bidder/Contractor is in violation of the above-referenced certification, the School District will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the School District shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default. The School District reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

		•	
Ι,	Mark Finguerra	, being duly sworn, depo	ses and savs
that he/she is the	·		
Presider	nt of the	Commercial Instrumentation Services	Corporation
and that neither the	•	•	1000
Bidder/Contractor n	or any proposed subcontrac	tor is identified on the Prohibited Entities	List.
Mtno	un		
SIGNED			
SWORN to before i	ne this		•
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20,20		Moren	
Notary Public:	HINESAL MORCAN	11wgor	
Note	Bry Public State of New York	,· 	•

Qualified in Suffolk County Commission Expires April 19, 20 Bid: #21-09 Water Treatment Programs BID RESPONSE SHEET

Vendor Name	A. Annual Service Cost -Open Cooling Tower @ RPHS	B. Annual Serice Cost- Closed Loop Chiller @ RPMS	C. Total Annual Cost- A +
Garratt - Callahan	\$ 4,100.00	\$ 2,080.00	\$6,180.00
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distribution of the state of th		, and a second	

Administrative Offices 90 Rocky Point-Yaphank Road Rocky Point, NY 11778 BIDDERS PROPOSAL AND CERTIFICATION

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

Attn: 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 below, and agrees 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 services(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.: 21-09 Open Cooling Tower & Closed Loop Chiller Water Treatment Programs

Date/Time of Opening: August 17, 2020 @ 9:30am

Name of Bidder	Signed by
GARRATT - CALLAHAN COMPANY	PETER CHENG
Address	Name (Print)
50 Incola RA, BUELLIGARE CA 94010	SENIOR TELLITORY MANAGEL
	Title
Phone: 516-670-7733	8/14/2020
	Date

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

ADDITIONAL GENERAL CONDITIONS

GENERAL

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

PERIOD OF CONTRACT

The term of this contract shall be from 9/01/20 through 8/30/21.

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 including but not limited to the quality of workmanship, availability of qualified employees and/or project durations; 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. Upon termination, all obligations related to this contract shall cease, and the Contractor shall be entitled to reimbursement only for services satisfactorily rendered and completed as of the effective date of termination.

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.

ADDITIONAL GENERAL CONDITIONS

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.

ADDITIONAL 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. 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.

II. 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

ADDITIONAL GENERAL CONDITIONS

III. 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.

INSPECTION AND INFORMATION

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

Each bidder is encouraged to visit the site of the proposed work, to 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.

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 two (2) additional one-year periods at the same rates, terms and conditions.

GENERAL CONDITIONS

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.

GENERAL CONDITIONS

- 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.

GENERAL CONDITIONS

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: Debra Hoffman, Purchasing Agent

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. Such 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. If required in the bid documents, 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.

GENERAL CONDITIONS

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.
- 25. 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

- 26. 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 60 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.

GENERAL CONDITIONS

- 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.

GENERAL CONDITIONS

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:
 - 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.

GENERAL CONDITIONS

- 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.

GENERAL CONDITIONS

- 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

56. 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.

Open Cooling Tower & Closed Loop Chiller Water Treatment Programs Bid #21-09

BID SPECIFICATIONS

SCOPE

To provide Water Treatment and Chemical Program and Service for the District's open cooling tower at the Rocky Point HS and closed loop chiller at the Rocky Point MS.

This annual service contract will include all chemicals needed to effectively treat both systems.

CONTRACTOR QUALIFICATIONS

Service personnel shall have all the tools and testing equipment required to perform treatment to both open cooling tower and closed loop chiller systems.

Visits and inspections must be conducted by a degreed Engineer and must be a NYS licensed 7 G pesticide applicator, having a minimum of five (5) years' experience and be familiar with both cooling towers and closed loop chiller systems.

CONTRACT REQUIREMENTS

All water treatment service will be authorized directly by the Director of Facilities of the Rocky Point UFSD. The Contractor will receive a purchase order from the district verifying the acceptance/approval of the treatment program.

For any adjustments to code requirements, chemical substitution or upgrades (if applicable) the Contractor shall provide owner's manuals and instructions along with training for the Head Custodian of each building, for all newly installed equipment.

LABOR

For all regular work, the contractor must plan and schedule all work assignments to avoid impacting the instructional day and/or the students' and faculty health and safety.

For all non-emergency and emergency assignments authorized by the Director of Facilities, travel time to and from the job site is NOT billable under this contract. Payments will be made only for time on the job. Director of Facilities and/or his designee (Head Custodian) shall verify all workers and the amount of time used on each assignment by the sign-in sheets at each building that the contractor and its employees must sign before beginning work and after work is completed for each day.

Under this contract, sub-contracting shall not be permitted without prior approval of the District. In the event that approval is granted, the contractor will be allowed to add <u>no more than 10%</u> to the sub-contractor's invoice for handling. The invoice MUST be presented to the District at the time of submission of voucher for verification.

REQUIRED INSURANCES & DOCUMENTATION:

See General Conditions of Bid Proposal section for insurance requirements

BASIS OF AWARD

The district shall award and procure a contract with the lowest responsible bidder who is capable of meeting all of the contract requirements (in addition to the district's boilerplate requirements) and can furnish a price for each of the items defined in the Bid Response Sheet.

CONTRACT PERIOD AND CONTRACT EXTENSION

This contract shall cover the period from 9/01/20 through 8/31/21. The District may terminate the contract for any reason by giving thirty (30) days written notice.

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 two (2) additional one-year periods at the same rates, terms and conditions.

CLEANUP

The Contractor shall at all times keep the areas free from accumulation of waste material and rubbish, and prior to completion of work, remove and dispose any rubbish at his expense from and about the premises. Upon completion of a working day, the Contractor shall leave work and premises in clean, neat and workmanlike conditions satisfactory to the Director of Facilities Administrator and its Duly Authorized Representative. At job end, all replaced parts/units/assemblies must be removed and disposed of by the vendor at their own expense.

INVOICING

The contractor shall submit properly completed invoices with supporting work orders attached prior to receiving payment in any form. All invoices with corresponding signed work orders shall be submitted to the Accounts Payable Dept. at 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778 for payment.

TREATMENT PROGRAM SPECIFICATIONS

A. Rocky Point High School, 82 Rocky Point-Yaphank Rd, Rocky Point, NY 11778:

Cooling Tower: 36 Ton

Vendor will make periodic calls to our cooling tower location and will perform all pertinent analyses and make recommendations and provide a written report for chemical feed, blow down, and other necessary parameters in order to comply with 10 NYCRR Chapter 1 subpart 4 and all county, state and federal regulations.

Minimum requirements:

- Monthly onsite service visits by a NYS license 7 pesticide applicator
- · Monthly Bacterial Dip-slide testing
- Cooling tower Controller Installation and replacement
- Provide three (3) double containment tanks with three (3) pumps with Installation
- One (1) oxidizing and one (1) non-oxidizing Biocide for biological control
- High Hardness inhibitor for scale prevention
- Emergency onsite assistance within 24 hours' notice
- · All safety data sheets and product Data sheets for all products used onsite
- Disinfection per NY State Regulations
- Emergency spill service
- · Visits shall be conducted by Degreed Engineer and have an Applicators license
- · Quarterly Inspections by Degreed Engineer and have an Applicators license
- All chemicals cost to be included in the contract

Must meet the following specification:

The cooling tower system must be treated to control biological fouling, corrosion, and deposition.

Equipment:

Conductivity Controller – To control the cycles in the cooling tower, will also control the feed of the chemicals into the cooling tower.

- Biocide control-Timed feed of two biocides
- Pre-bleed-For the tower to bleed down a small predetermined amount prior to the biocide addition
- Lockout-To prevent tower blowdown during the time the biocide needs to stay in the tower at the specified dose to get an effective kill
- pH control-If necessary due to hard water area

Chemical Feed Pumps- To feed the chemical into the system, connected to the controller so chemicals can be fed automatically.

Any halogen products (bromine- or chlorine-based biocides) need a degasification head on the pump or it may become vapor locked.

All non-oxidizing biocide pumps should be sized in such a way that the entire dose can be fed into a one-hour timeframe.

Containment- Each chemical needs to have a secondary containment. If any chemical spills, it will be caught in the containment area. Please provide a double containment tank for each chemical used onsite.

Chemicals:

Biocide Program- The most important component in the treatment of cooling towers is the biocide program. Over 90% of failures in cooling systems are due to biologically-induced under deposit corrosion conditions. In addition, the lack of control of this aspect of the program can lead to the growth of the dangerous *Legionella* bacteria. This program must be controlled to keep total aerobic counts below 10,000 cells/ml at all times. The biocide program must be a dual alternating program where two effective biocides are employed.

Monthly Reports must indicate the following parameters:

- Bacteria levels
- Dissolved Iron
- Dissolved Copper
- Free Chlorine levels
- Total Chlorine levels
- Inhibitor levels
- Azole
- pH
- Conductivity

B. Rocky Point Middle School, 76 Rocky Point-Yaphank Rd, Rocky Point, NY 11778:

Closed Loops (Hot & Chill): Treatment to 2,500 gallons of water in system

Minimum requirements:

- Quarterly visits for both the Hot and Chilled Loop Systems
- · Monthly visits if parameters are not within range or if chemicals were recently added
- Detailed report of each visit must be sent with recommendations
- Equipment installation
- · Biocide Addition as needed

Equipment:

- Both Hot and Chilled closed loop systems will require a pot feeder installation.
 Manually chemical addition will not be allowed. If a pot feeder is installed, please use a filter feeder.
- A chemical dosing pump with double containment tank will be accepted as a replacement for pot feeder.

Chemicals:

Chill Loop Corrosion Inhibitor-SiO2

- Conductivity- less than 3,000 MMHS
- pH-9.0-10.2
- Chilled Water System-60-80 ppm of SiO2
- Azole-5+ ppm
- Biological counts below 1,000 cells/ml

Hot Loop Corrosion Inhibitor-SiO2

- Conductivity-less than 4,000 MMHS
- pH-9.0-10.2
- Hot Water System- 80-100 ppm of SiO2
- Azole-5+ ppm

Biocide Additions-If biological counts are above 1,000 cells/ml you need to add biocide.

- Non-oxidizing biocide-240 PPM isothiazoline to be performed at least once per year to the chill loop system
- Non-oxidizing biocide must be fed within a one-hour timeframe.

Quarterly or Monthly Reports must indicate the following parameters:

- Bacteria levels
- Dissolved Iron
- Dissolved Copper
- SiO2
- Azole
- pH
- Conductivity

Contractor Name:_	GARRATT - CALLAHAN	COMPANY	
Authorized Signatu	ire: Keay		•
Printed Name and	Fitle: PETER CHENG,	SENIOL TERLITORY	MANAGEL



8/14/2020

Debra Hoffman Rocky Point Union Free School District Administrative Offices 90 Rocky Point - Yaphank Road Rocky Point, NY 11778

Dear Debra Hoffman,

Garratt-Callahan Company will provide and meet all requirements set by the bid.

Thank you for the opportunity.

Very truly yours,

PETER CHENG

Senior Territory Manager

516-670-7733

pcheng@g-c.com

Garratt-Callahan Company

306 Talmadge Road

Edison, NJ 08817-2300

BID RESPONSE SHEET

Open Cooling Tower & Closed Loop Chiller WaterTreatment Program

Bid #21-09

SCOPE: To provide Water Treatment and Chemical Program and Service for the District's cooling tower at the Rocky Point HS and closed loop chiller at the Rocky Point MS.

This annual service contract will include all chemicals needed to effectively treat both systems.

A. Annual Service	Cost - Open Cooling Tower @ RP High School
	\$ 4,100.00
B. Annual Service	Cost-Closed Loops Chiller @ RP Middle School
	\$ 2,080.00
C. Total Annual Co	ost: A + B = \$ 6,180.00
<i>y</i>	
Name of Firm	GARRATT - CALLAHAN COMPANY
Contact Person	PETER CHENG
Address	50 INGOLD ROAD
O	BURLINGAME CA 9HOID
Office Phone:	650-697-5811 (732-287-2200)
Cell Phone:	516-670-7733



SENIOR TERRITORY MANAGER

Peter Cheng (Team Leader-Primary Manager)

10 plus years water treatment experience, B.S. in Chemical Engineering from UBuffalo. Commercial Pesticide Applicator credentials issued by New York. Resides in Oceanside, NY.

TECHNICAL SALES SUPPORT

Sakeeb Mehdi

7 years industrial experience, B.S. in Mechanical Engineering from University of Kansas Resides in Bronx. NY.

TERRITORY MANAGER

Rasheid Aref

10 plus years water treatment experience, B.S. in Chemical Engineering from NJIT.

Commercial Pesticide Applicator credentials issued by New Jersey and New York.

Resides in Clifton, NJ.

REGIONAL MANAGER

Frank Lopez

30 plus years of water treatment experience B.S. in Chemical Engineering from Rutgers University College of Engineering.

Installation Technician

James Hoch

10 years industrial experience

DELIVERY SPECIALISTS

John Sakowsky — Handles Point-of-Use Deliveries Daniel Starosciak — Chemical Plant Manager in Edison NJ



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.	authoriz	ing the	execut	ion of th			certified nator of th			
	behalf or	f the co	orporate	bidder.	L	a 1	Vand	1		
	*				gnature	,		0		4111011
					Dimme	Ava 11	11:1	Fh	OR	-

RESOLUTION-for corporate bidders only

Title

RESOLVED that 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 hundred three-d of the General Municipal Law as the inaccuracies or misstatements in such certificate the penalties of perjury.	act and deed of such corporation, and for any
The foregoing is a true and correct copy of the resolut Corporation at a meeting theday ofday of	
Seal of the Corporation	

AFFIDAVIT OF COMPLIANCE

STATE OF

COUNTY OF	*		a.
(Perez) Minus C	-NENG being	duly sworn, deposes and s	ays:
That (s)he is an offic and that (s)he has th	er or representative one authority to sign this	of <u>Gareatt</u> - Cau	AHAN COMPAN
award to Character	~ CALLAHAN CO	he Rocky Point Union Free אמר Such purchase ation, in accordance with Ne	contracte for goods
 That no Officer, Employed any position, Administration other than as disclosed 	itor or Board Member	he above referenced vendo at the Rocky Point Union F	r is an Employee, in ree School District
That no Officer, Employee related to an employee Union Free School District.	in any position, admir	histrator or Board Member	r is at the Rocky Point
Vendor: List Officer, Employee or Stockholder's Name	Position with Vendor	Rocky Point UFSD Employee, Administrator or Board Member Name	Relationship between parties
Ting	wey		8/14/2020
	Signed		Date
Sworn to before me this Day of AUGUST	14th	4 A	
Notary Public	nendy	2 I	
Seal Miquel	A. Hernandez		

Miguel A. Hernandez Notary Public, State of New York No. 01HE6398873 Qualified in Nassau County Commission Expires 10/07/2023

ROCKY POINT UNION FREE SCHOOL DISTRICT ADMINISTRATIVE OFFICE 90 ROCKY POINT-YAPHANK ROAD ROCKY POINT, NY 11778

REFERENCES

Company Name:	JAVITS CENTER					
Address:	429 11th ANE, NEW YORK, NY 10001					
Contact Person:	FRANK NEOFELD					
Telephone: ()	917-620-0391					
Dates of Contract(s)	10+ 4RS					
- y						
Company Name:	SOUTHAMPTON HOSPITAL					
Address:	240 MERTING HOUSE LANE, SOUTHAMPTON NY					
Contact Person:	DAVID LOPEZ					
Telephone: ()	631-726-8201					
Date of Contract(s)	25+ 4RS					
Company Name:	GLEN COUR SCHOOLS					
Address:	150 DOSORIS LANE, GLEN COVE, NY 11542					
Contact Person:	BOB ALLEN					
Telephone: ()	516-978-2328					
Date of Contract(s)	7 YRS					

Vendor Name: GARLATT - CALLAWAN COMPANY

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), chapter 1 of the 2012 Laws of New York, a new provision has been added to Stat Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time is will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL §165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the School District receive information that a Bidder/Contractor is in violation of the above-referenced certification, the School District will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the School District shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default. The School District reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, (PETER) MINC CHENG	, being duly sworn, deposes and says
that he site is the	
SENIOR TERRITORY MANABER Of the CAP	ARLANT - CALLAHAN COMPANY Corporation
and that neither the	
Bidder/Contractor nor any proposed subcontractor is SIGNED	identified on the Prohibited Entities List.
SWORN to before me this	

Notary Public, State of New York No. 01HE6398873 Qualified in Nassau County Commission Expires 10/07/2023

Miguel A. Hernandez

CC:

CHRIS VAN COTT

Attn:

Release:

Comments:

Product Summary

Description	Item Number	Qty	Qty Ship	BkOrd Qty	Unit Price	Unit	Ext- Price
Health Guard Sanitizing Alcohol Wipes, Pack of 80 Wipes (9923336)	9923336	24	0	0	4.990	pack	119.760

LEGEND

Subtotal: \$119.76

Tax: \$0.00

Delivery Charge:

\$0.00

Misc.:

\$0.00

Item Number: Entered Item Number
Qty: Original Quantity Ordered
Qty Ship: Units Shipped So Far

BkOrd Qty: Unit Price:

Backorder Quantity Price per Individual Unit Unit of Measure

Unit: Ext-Price:

Ordered Quantity x Unit Price

Total:\$119.76

For compliance with select California laws and for financial reporting purposes, all sales shipped to California and Texas customers are made by eDepot, LLC, a wholly-owned subsidiary of Office Depot, Inc, and are F.O.B. destination point.

CONFIDENTIALITY NOTICE: The information contained in this email and attached document(s) may contain confidential information that is intended only for the addressee(s). If you are not the intended recipient, you are hereby advised that any disclosure, copying, distribution or the taking of any action in reliance upon the information is prohibited. If you have received this email in error, please immediately notify the sender and delete it from your system.

Rocky Point Union Free School District Administrative Office 90 Rocky Point-Yaphank Road Rocky Point, New York 11778

Office of the Assistant Superintendent for Finance and Operations

MEMORANDUM

TO: Board of Education

FROM: Christopher A. Van Cott

DATE: August 19, 2020

RE: Emergency Procurement/Middle School Chiller Rental

The middle school chiller was found to be in a state of disrepair during routine maintenance in June 2020. After inspection, Carrier has determined that the cooler assembly, a major component of the chiller, requires replacement. An independent firm performed a test on the unit which confirmed corrosion of the outside diameter of the chiller tubes. Carrier's warranty has an exclusion for this issue. Due to the timing of this matter and the long lead time in procuring a replacement we are left with little choice but to move forward with the <u>repair and</u> rental of a temporary chiller unit to protect against potential humidity and/or mold issues.

ROCKY POINT UNION FREE SCHOOL DISTRICT 90 Rocky Point – Yaphank Road Rocky Point, New York 11778

INSTRUCTIONAL SERVICES 2020-2021 CONTRACT

AGREEMENT, made this 24th day of August 2020 by and between the BOARD OF EDUCATION of the ROCKY POINT UNION FREE SCHOOL DISTRICT (Rocky Point UFSD), Town of Brookhaven, 90 Rocky Point – Yaphank Road, Rocky Point, New York, 11778, ("Rocky Point") and Mr. Richard Yashowitz and Mrs. Mary Yashowitz, 19 Long Beach Drive, Sound Beach, NY 11779.

WITNESSETH: WHEREAS, Mr. Richard Yashowitz and Mrs. Mary Yashowitz are non-residents of the Rocky Point Union Free School District living at 19 Long Beach Drive, Sound Beach, NY 11779; and

WHEREAS, Mr. Richard Yashowitz and Mrs. Mary Yashowitz desire to maintain the enrollment of their grandsons, Thomas McDonald (grade 12) and Ryan McDonald (grade 11), for the 2020-2021 School Year in the Rocky Point Union Free School District, specifically Rocky Point High School, as non-district resident students as per Board of Education Policy #7130 Criteria for Admission under Special Circumstances;

NOW, THEREFORE, in consideration of the mutual promises herein set forth, it is agreed by and between the parties as follows:

- 1. Thomas McDonald (grade 12) and Ryan McDonald (grade 11) shall be admitted into the Rocky Point High School operated by Rocky Point UFSD on September 1, 2020 and shall receive instruction for a period ending June 30, 2021 on a non-tuition basis; said students shall be entitled to and shall receive like and equal instruction to that imparted to the children of like ages, grades and departments and shall be accorded all the rights and privileges enjoyed by resident students in attendance at said Rocky Point High School.
- 2. It is agreed that as per Board of Education Policy #7130—Transportation —Transportation will be provided for these non-resident students if, and only if, existing bus routing is used, and there is sufficient room on the bus to accommodate the occupancy of the students thereon.
- 3. In consideration of the agreement set for herein, such services provided by Rocky Point, tuition will be waived for such instructional services during the 2020-2021 School Year.

IN WITNESS WHEREOF, the parties hereto have affixed hereunto their respective signatures.

	Town of Brookhaven
By:	
	Susan Y. Sullivan, Board of Education President
By:	
•	Mr. Richard Yashowitz
	Mrs. Mary Yashowitz

Doolse Doint Union From School District



The mission of the Three Village Central School District, in concert with its families and community, is to provide an educational environment which will enable each student to achieve a high level of academic proficiency and to become a well-rounded individual who is an involved, responsible citizen.

June 24, 2020

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

Re: 2019-2020 Health and Welfare Services Billing

Dear Sir/Madam:

Under the provisions of the Education Law, Section 912, the school district in which a non-public or parochial school is located is required to furnish health services for pupils attending those schools. Under the same law, the district whose children attend such schools is required to pay the costs of these services.

Accordingly, we are enclosing (2) copies of the 2019-2020 **flealth and Welfare Services flarement** for students residing in your district who are attending non-public schools within the Three Village Central School District. Please obtain the required signatures and return one fully executed copy along with your payment.

Also enclosed are the following:

- A list of students attending non-public schools located in the Three Village Central School District
- A computation of the cost

Caroly Sergio

♦ An invoice for the total amount due

If you have any questions, please contact the Business Office at 631-730-4081.

Thank you in advance for your prompt attention.

Sincerely,

Carolyn Sergio

Accounting Department

Cheryl Pedisich, Superintendent of Schools
Jeffrey Carlson, Deputy Superintendent
Gary Dabrusky, Ed.D., Assistant Superintendent, Human Resources
Kevin Scanlon, Assistant Superintendent, Educational Services
100 Suffolk Avenue II Stony Brook, New York 11790 II Telephone: 631-730-4000 II Fax: 631-474-7784

HEALTH AND WELFARE SERVICES AGREEMENT

This Agreement is entered into this _____ day of June, 2020 by and between the Board of Education of the Three Village Central School District of Brookhaven & Smithtown (hereinafter "THREE VILLAGE"), having its principal place of business for the purpose of this Agreement at 100 Suffolk Avenue, Stony Brook, New York 11790, and the Board of Education of the ROCKY POINT UNION FREE SCHOOL DISTRICT (hereinafter "ROCKY POINT"), having its principal place of business for the purpose of this Agreement at 90 Rocky Point-Yaphank Road, Rocky Point, New York 11778.

WITNESSETH

WHEREAS, ROCKY POINT is authorized pursuant to Section 912 of the Education Law, to enter into a contract with THREE VILLAGE for the purpose of having THREE VILLAGE provide health and welfare services to children residing in ROCKY POINT and attending a non-public school located in THREE VILLAGE.

WHEREAS, certain students who are residents of ROCKY POINT are attending non-public schools located in THREE VILLAGE,

WHEREAS, THREE VILLAGE has received a request(s) from said non-public schools for the provision of health and welfare services to the aforementioned students,

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, the parties hereby mutually agree as follows.

- 1. The term of this Agreement shall be from September 3, 2019 through June 26, 2020 inclusive.
- 2. THREE VILLAGE warrants that the health and welfare services will be provided by licensed health care providers. THREE VILLAGE further represents that such services shall be performed by health care providers that are licensed under the laws of the State of New York, including New York State Department of Health and the State Education Department licensing requirements, if applicable. THREE VILLAGE further represents that such services will be in accordance with all applicable provisions of Federal, State, and local laws, rules, and regulations, including Section 912 of the Education Law, and the student's IEP, if applicable. THREE VILLAGE shall certify that all service providers possess documentation evidencing such license qualifications as required by Federal, State, and local laws, rules, regulations and orders.
- 3. THREE VILLAGE understands and agrees that it will comply and is responsible for complying will all applicable Federal, State, and local laws, rules and regulations with respect to the services provided pursuant to this Agreement.
- 4. The services provided by THREE VILLAGE shall be consistent with the services available to students attending public schools within the THREE VILLAGE School District; and may include, but are not limited to:

- a. all services performed by a physician, physician assistant, dentist, dental hygienist, registered professional nurse, nurse practitioner, school psychologist, school social worker, or school speech therapist,
- b. dental prophylaxis,
- c. vision and hearing screening examinations,
- d. the taking of medical histories and the administration of health screening tests,
- e. the maintenance of cumulative health records, and
- f. the administration of emergency care programs for ill or injured students.

It is expressly understood and agreed between the parties that the services to be provided pursuant to this Agreement shall not include any teaching services.

- 5. In exchange for the provision of health and welfare services pursuant to this Agreement, ROCKY POINT agrees to pay THREE VILLAGE the sum of \$1,333.06 per eligible pupil for the 2019-2020 school year.
- 6. ROCKY POINT shall pay THREE VILLAGE within thirty (30) days of ROCKY POINT's receipt of a detailed written invoice from THREE VILLAGE. Said invoice shall specify the services provided, dates that the invoice covers, and the total amount due for the period specified.
- 7. If, during the term of this Agreement, a student becomes eligible to receive services pursuant to this Agreement, THREE VILLAGE shall undertake to provide services pursuant to this Agreement, and the amount of compensation owed by ROCKY POINT shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
- 8. If, during the term of this Agreement, a student ceases to be eligible to receive services pursuant to this Agreement, THREE VILLAGE shall no longer be responsible for providing services to that student pursuant to this Agreement, and the amount of compensation owed by ROCKY POINT shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
- 9. THREE VILLAGE shall furnish any supplies or equipment necessary to provide the services pursuant to this Agreement to the extent such items are not provided by the non-public school.
- 10. Both parties agree to provide the State access to all relevant records which the State requires to determine either THREE VILLAGE's or ROCKY POINT's compliance with applicable Federal, State, or local laws, rules, or regulations with respect to provision of services pursuant to this Agreement. Both parties agree to retain all materials and records relevant to the execution or performance of their obligations pursuant to this Agreement in accordance with the record retention requirements for such materials and records.
- 11. Both parties to this Agreement understand that they may receive and or come into contact with protected health information as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The parties hereby acknowledge their respective responsibilities pursuant to HIPAA and shall comply with said Regulations, if applicable.

- 12. Both parties, their employees, and/or agents agree that all information obtained in connection with the services performed pursuant to this Agreement is deemed confidential information. Both parties, their employees, and/or agents shall not use, publish, discuss, disclose or communicate the contents of such information, directly or indirectly with third parties, except as provided for in this Agreement. Both parties further agree that any information received by either party's employees and/or agents in connection with this Agreement which concerns the personal, financial, or other affairs of the parties, their employees, agents, and/or students will be treated as confidential and will not be revealed to any other persons, firms, organizations, or third parties. In addition, both parties agree that information concerning any student covered by the terms of this Agreement shall not be released except as provided for by applicable law, rule, or regulation, including but not limited to the Family Educational Rights and Privacy Act (FERPA).
- 13. Services provided pursuant to this Agreement shall be provided without regard to race, creed, color, sex, sexual orientation, national origin, religion, age, disability, or sponsorship.
- 14. 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:

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

THREE VILLAGE CENTRAL SCHOOL DISTRICT 100 Suffolk Avenue Stony Brook, New York 11790

- 15. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
- 16. 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.
- 17. 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 provision(s) eliminated.
- 18. 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
- 19. This Agreement is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: agreements, proposals, understandings, representations, conditions or covenants between the parties relating to the subject matter of the Agreement.

- 20. This Agreement may not be changed orally, but only by an Agreement, in writing, signed by authorized representatives of both parties.
- 21. It is mutually agreed that this contract shall not become valid and binding upon either party until the contract is approved by the Superintendent of Schools for the Rocky Point Union Free School District.

IN WITNESS WHEREOF, the parties have set their hands and seals the day and year written above.

Rocky Point Union Free School District
Dr. Scott O'Brien
Superintendent of Schools

ROCKI TOINI UFSD	THREE VILLAGE CSD			
	Willia J. Cours			
Susan Sullivan President, Board of Education	William F. Connors, Jr. President, Board of Education			

POCKY POINT LIESD

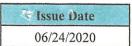
THREE VILLAGE CENTRAL SCHOOL DISTRICT 100 SUFFOLK AVENUE STONY BROOK, NEW YORK 11790 2019-2020

HOME DISTRICT	NONPUBLIC SCHO LAST	FIRST	GRADE	HOME ADDRESS	TOWN	ZIP
ROCKY POINT	Laurel Hill					
•			KN	•	Sound Beach, NY	11789
			KN	• •	Sound Beach, NY	11789
	·		5		Sound Beach, NY	11789
	·		7		Sound Beach, NY	11789
	•		2	•	Sound Beach, NY	11789

THREE VILLAGE CENTRAL SCHOOL DISTRICT HEALTH AND WELFARE RATE CALCULATION 2019-2020

Salaries:

••	
Nurses	1,289,560.00
Speech	2,218,097.00
Psychologists	958,441.00
Social Workers	1,008,198.00
Clerical	228,482.00
Total Salaries	5,702,778.00
Fringe Benefits @41%	2,153,726.11
Total Salaries & Benefits	7,856,504.11
Supplies/Equipment/Contractual	108,500.00
Total Health & Welfare Costs	7,965,004.11
Enrollment	
Three Village Central School District	5,807
Laurel Hill	158
North Shore Montessori	10
Total Student Enrollment	5,975
TOTAL COST PER STUDENT	1,333.06



Three Village Central School District 100 Suffolk Ave Stony Brook, NY 11790

Invoice Number 258-20A



INVOICE

Issued To:

Rocky Point UFSD 90 Rocky Point-Yaphank Rd. Rocky Point, NY 11778

009651

Item Number	Item Description		Amount
	2019-2020 HEALTH & W	ELFARE BILLING	
HLTH SVC-HEALTH	Health Services provided-Please see attached		6,665.3
	5.0000 @ 1,333.0600 per Student		
	·		
	RECEIVED ACCOUNTS PAYABLE	Payment Approval Approved Amo Yes No \$	
	JUN 2 9 2020	Print Name 9104	5 A600
(40)	BUSINESS OFFICE ROCKY POINT UFSD	Signature	
	4		
	*		
		· ·	
		Invoice Total	6,665

If you have any questions, please contact Caroyn Sergio in Accounting @631-730-4081.

St. James Tutoring inc

403 North Country Road St. James, NY 11780 Tel (631)584-5318 Fax (631)584-5953

Memorandum of Agreement

Ms. Susan Wilson Executive Director for Educational Services Rocky Point UFSD 90 Rocky Point-Yaphank Rd. Rocky Point, NY 11778

Dear Ms. Wilson:

Please accept this as a Memorandum of Agreement pursuant to which St. James Tutoring, Education at Mather hereby agrees to render professional services to the Rocky Point UFSD as an independent contractor during the 2020-21 school year.

In engaging our services the Rocky Point UFSD has relied upon the fact that we possess sufficient professional expertise and, if necessary the appropriate certifications to render the services described in this Memorandum of Agreement.

We have agreed to render the following services to the Rocky Point UFSD: Tutoring Services.

Upon submission of an invoice voucher and upon approval by the Rocky Point UFSD of such invoice, St. James Tutoring and Education at Mather will be compensated at the rate of Fifty Two Dollars (\$52.00) per hour.

It is agreed that we will be compensated after services are rendered and upon submission of an approved invoice referred to in the previous paragraph, as well as a monthly student progress report and a monthly validation report.

It is our responsibility as the provider to schedule appointments so that the services described in this agreement can be rendered. Any session that is cancelled within 24 hours of the scheduled time by the parent of adult responsible for the home teaching session will result in St. James Tutoring billing the district for the two hour session. If the tutor arrives at the scheduled time and the student or the adult is not present then St. James Tutoring will bill the district for the two hour session.

It is further agreed that any educational materials which may be necessary to perform the services under this Agreement will be provided by us as the provider, at the district's sole cost and expense.

St. James Tutoring shall perform services based upon the needs of students and individualized education plans ("IEPs") as determined by the School District which reserves the right to adjust service levels during the term of this Agreement based upon students needs and IEPs.

St. James Tutoring shall not disclose the identity of any student or parent/guardian that it comes in contact with while performing services without the written permission of the parent/guardians of the student.

St. James Tutoring shall not disclose student education records except upon parental consent, upon forms prepared by the School District, or as otherwise authorized by FERPA and shall further maintain the confidentiality of all medical, psychological, and student records in compliance with all federal and state laws, rules, or regulations.

The relationship of the parties is that of independent contractor and any and all services performed by St. James Tutoring and its employees or agents under this Agreement shall be performed in such capacity. None of St. James Tutoring 's employees, consultants or agents shall hold him/herself out as, nor claim to be, an officer or employee of the School District, not make any claim, demand, or application to or for any right to privilege applicable to an officer or employee of the School District including, but not limited to, workers' compensation coverage, unemployment insurance benefits, social security coverage, disability benefits or retirement membership or credit. St. James Tutoring shall not have, or hold itself out as having, the authority or power to bind or create liability for the School District by its acts or omissions.

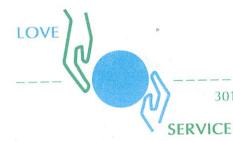
St. James Tutoring shall defend with competent counsel indemnify, and hold harmless the School District, including its trustee, directors, officers, employees, representatives, and agents with respect to all claims, liabilities, losses, expenses, and/or damages as a result of, arising from or in connection with its performance and/or non-performance or reasonably assumed under this Agreement including but not limited to reasonable attorneys' fees and litigation expenses.

It is agreed by St. James Tutoring and the School District that neither federal, state or local income taxes nor payroll taxes of any kind, including, but not limited to F.I.C.A. or F.U.T.A., will be withheld or paid by the School District on behalf of any St. James Tutoring employee, consultant, or agent. Said payments are to be made by St. James Tutoring in compliance with all federal, state, and local laws, rules or regulations. St. James Tutoring agrees to pay all applicable taxes, including income taxes, workers' compensation insurance, unemployment insurance payment, disability insurance payment, and/or any other payments that may be required under the laws, rules, or regulations of any government agency having jurisdiction over St. James Tutoring or its relationship with the School District. St. James Tutoring further agrees to indemnify and hold the School District harmless against any claim, cost, penalty, damage, or expense (including reasonable attorneys fees) related to either parties nonpayment and/or underpayment of any such taxes or payments.

The Contractor and/or its agents will maintain general and professional liability insurance of \$1,000,000/\$3,000,000. The Contractor will provide the District with documentation of such insurance coverage. The Contractor shall maintain workers compensation insurance and auto liability insurance of the types and amounts required by law. The Contractor shall name the District as an additional insured on such policies and shall provide the District with a Certificate of Insurance so naming the District. If for any reason the Contractor's insurance is changed or cancelled, the Contractor shall provide the District with written notice, at least ten (10) days prior to change or cancellation.

Please be advised, that all employees of St. James Tutoring have complied with Project SAVE and the Safe School Act, and in addition, all employees meet the New York State fingerprinting requirements.

St. James Tutoring	Rocky Point UFSD
Education at Mather	**************************************
Stogebill Cuesh	
The state of the s	
Date: August 13, 20202	Date:



Cleary School for the Deaf

301 Smithtown Boulevard, Nesconset, New York 11767-2077 631-588-0530 (V & TTY) www.clearyschool.org

631-588-0016 FAX

July 29, 2020

Rocky Point Union Free School District 90 Rocky Point - Yaphank Road Rocky Point, NY 11778

Dear District Officer:

Enclosed please find two copies of the 2020-21 agreement between Cleary School for the Deaf and the Rocky Point Union Free School District executed by Jacqueline Simms, Executive Director. Please return one copy to us after it is approved by your Board.

Please let me know if you should you need any further information. Thank you.

Regards,

Nadeen Naj-Baldeo

Director of Business Operations

Cleary School for the Deaf

P - 631-580-0530 x237

Thaldeo

F - 631-588-0585

Email: nnaj-baldeo@clearyschool.org

SERVICE AGREEMENT 4201 SCHOOL

THIS AGREEMENT made this 1st day of September, 2020 by and between BOARD OF EDUCATION, Rocky Point Union Free School District (hereinafter referred to as the "SCHOOL DISTRICT"), having its principal place of business located at 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778, and the Cleary School for the Deaf hereinafter referred to as the "SERVICE PROVIDER" having its principal place of business for purposes of this Agreement at 301 Smithtown Blvd., Nesconset NY 11767

WITNESSETH:

WHEREAS, School Districts are authorized by law to contract with institutions within the State of New York for the instruction of disabled children in those situations where the School District is unable to provide for the education of certain or all disabled children in classes in the public schools; and

WHEREAS, SERVICE PROVIDER is a school chartered by the Board of Regents of the University of the State of New York pursuant to § 4201 of the New York State Education Law and as such is authorized to establish, conduct, operate and maintain an educational program for children who are Deaf; and

WHEREAS, the School District desires that SERVICE PROVIDER provide instruction and/or as applicable, residential facilities to the students enrolled in the program(s) operated by SERVICE PROVIDER; and

WHEREAS, SERVICE PROVIDER warrants that it has reviewed the individualized education program ("IEP") of each pupil to be enrolled in its program(s), and represents that it will provide the level of services identified in the IEP to meet the needs of such children; and

WHEREAS, SERVICE PROVIDER is capable of and willing to provide the within services in accordance with the students' IEPs to the School District.

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, the parties hereto mutually agree as follows:

1. <u>TERM OF AGREEMENT</u>: This Agreement shall be in effect for the period of July 1, 2020 to June 30, 2021 unless terminated earlier, as set forth herein.

2. SCOPE OF SERVICES:

a. SERVICE PROVIDER shall provide adequate instruction, related services and/or a facility to students listed in Appendix A during the school year. The education provided by SERVICE PROVIDER shall be appropriate to the mental ability and physical condition of the children, and in accordance with Commissioner's Regulations, all applicable Federal, State and local statutes, rules and ordinances. SERVICE PROVIDER agrees to provide services in accordance with the State Education Department's regulations, using only professionals/ service providers certified by the New York State Education Department. All services shall be provided in strict compliance with the student's IEP. SERVICE PROVIDER further agrees that all disciplinary measures for

disabled students will be conducted in accordance with applicable Federal, State and local laws, rules and regulations.

SERVICE PROVIDER shall provide the following services, consisting of, but not limited to, the following:

- i. Services based on individual student IEPs:
- ii. The implementation of goals and objectives for the educational services provided as per each individual student's IEP;
- iii. The completion of progress reports regarding student achievement of objectives as per report card schedules;
- iv. Provide the Committee on Special Education (CSE/CPSE) with annual progress reports for each individual student receiving service to be reviewed at each student's CSE/CPSE meeting;
- v. Complete evaluations as per the request of the Director of Special Education on an as needed basis:
- vi. Comply with any testing requirements upon notification of such review dates.

3. PAYMENT SCHEDULE:

a. In full consideration for the educational services to be rendered by SERVICE PROVIDER to the School District for the period of this Agreement, the School District will pay to SERVICE PROVIDER, for each child, at the rate of Seventy One Thousand Sixty Dollars and 40/100 (\$71,060.40) per 10 month period, which is per pupil charge (PPC) set by the Commissioner of the New York State Education Department. The billing schedule shall be as follows:

Invoices will be submitted on a monthly basis.

If the PPC for this school year is not available at the beginning of this school year, the SCHOOL DISTRICT shall pay the PPC applicable to the previous school year until new PPC is set, at which time the parties shall adjust future tuition payments so that SERVICE PROVIDER will be paid in accordance with the rates applicable to that current school year. The SCHOOL DISTRICT shall retroactively pay SERVICE PROVIDER any underpayment for that current school year in accordance with the new PPC or any overpayments will be reimbursed by SERVICE PROVIDER to the SCHOOL DISTRICT for that current school year.

- b. SCHOOL DISTRICT shall be responsible for payment of the tuition as provided for in this Agreement as long as the child is enrolled in SERVICE PROVIDER's program(s) or until such time as the student is withdrawn from such program(s) in accordance with the termination provision herein. SCHOOL DISTRICT reserves the right to add or delete a child from the list of the children covered by this Agreement at any time during the school term. Enrollment for any period less than one (1) month shall be prorated.
- 4. <u>INVOICE DUE ON MONTHLY BASIS</u>: SERVICE PROVIDER will submit an invoice for services rendered on a monthly basis, and payment to SERVICE PROVIDER shall be made within thirty (30) days from receipt of invoice from SERVICE PROVIDER. The invoice shall identify the names of the student(s) who received services. SCHOOL DISTRICT shall give

SERVICE PROVIDER notice of any invoice dispute within twenty (20) days of its receipt and reserves the right to withhold payment, but only as to the amount in dispute, pending the resolution of this dispute.

- 5. INDEPENDENT CONTRACTOR: All employees of SERVICE PROVIDER shall be deemed employees of SERVICE PROVIDER for all purposes and SERVICE PROVIDER alone shall be responsible for their work, personal conduct, direction, and compensation, SERVICE PROVIDER acknowledges that it will not hold itself, its officers, employees and/ or agents out as employees of SCHOOL DISTRICT. SERVICE PROVIDER is retained by SCHOOL DISTRICT only for the purposes and to the extent set forth in this Agreement, and its relationship to SCHOOL DISTRICT shall, during the periods of its services hereunder, be that of an independent contractor. SERVICE PROVIDER shall not be considered as having employee status and shall not be entitled to participate in any of SCHOOL DISTRICT's workers' compensation, retirement, fringe benefits, unemployment insurance, liability insurance, disability insurance, or other similar employee benefit programs. Similarly, SERVICE PROVIDER, its officers, its employees and/or agents shall not be considered as having employee status for the purposes of any other rights, privileges or benefits derived from employment by SCHOOL DISTRICT. SERVICE PROVIDER agrees that this Agreement does not confer benefits of any nature whatsoever upon it other than payment for services provided herein. SERVICE PROVIDER shall not assert any claim for additional benefits of any nature, including, but not limited to, unemployment compensation benefits, by reason of the services to be performed pursuant to this Agreement. SERVICE PROVIDER shall not be entitled to assert any claim to entitlements pursuant to any collective bargaining agreement now or hereafter in effect between SCHOOL DISTRICT and its employees.
- 6. EXPENSES OF SERVICE PROVIDER: SERVICE PROVIDER shall be responsible for all costs and expenses incurred by SERVICE PROVIDER that are incident to the performance of services for SCHOOL DISTRICT, including, but not limited to, all tools, vehicles, or other equipment to be provided by SERVICE PROVIDER, all fees, fines, licenses, bonds or taxes required of or imposed against SERVICE PROVIDER. SCHOOL DISTRICT shall not be responsible for any expenses not mandated by the IEP incurred by SERVICE PROVIDER in performing services for SCHOOL DISTRICT.
- 7. <u>INCOME TAX DESIGNATION AND INDEMNIFICATION</u>: SCHOOL DISTRICT shall not withhold from sums payable to SERVICE PROVIDER under this Agreement any amounts for Federal, State, or local taxes including Federal or State income taxes, employment taxes (including Social Security and Medicare taxes), and unemployment taxes. SERVICE PROVIDER agrees that any tax obligation of SERVICE PROVIDER arising from the payments made under this Agreement will be SERVICE PROVIDER's sole responsibility.

8. RESPONSIBILITY FOR PAYMENT OF SERVICES:

a. No parent or guardian or any other person shall be required to make any payment for services on behalf of any child covered by this Agreement. SERVICE PROVIDER and its employees shall not share or accept any fee or gratuity from the patient or patient's family for service provided pursuant to this Agreement.

- 9. <u>SCHOOL DISTRICT'S RIGHT TO EXAMINE ACCOUNTING RECORDS</u>: SCHOOL DISTRICT shall have the right to examine any and all accounting records as they pertain to Students placed with SERVICE PROVIDER. For purposes of this Agreement, the definition and calculation of enrollment and attendance shall be determined by SCHOOL DISTRICT, in accordance with New York State Education Law § 4201and pursuant to students' appointment by the Commissioner of Education.
- 10. LICENSE AND AUTHORIZATION: SERVICE PROVIDER warrants that it is duly authorized to perform the services as described herein. SERVICE PROVIDER warrants that it will provide SCHOOL DISTRICT with licensed and qualified individuals. SERVICE PROVIDER further represents that such services shall be performed by individuals that are licensed under the laws of the State of New York, inclusive of the State Education Department Licensing requirements or by persons otherwise qualified to provide services in accordance with all applicable laws and regulations. SERVICE PROVIDER shall certify that all such individuals possess documentation evidencing such license or other qualifications as required by Federal. State or local statutes. rules, regulations and orders. Where applicable, SERVICE PROVIDER agrees to submit to SCHOOL DISTRICT, upon request, proof of certification and/ or professional licensing of all individuals providing services to Medicaid eligible school aged students, 5-21 years old. classified with a disability or suspected of having a disability for Medicaid reimbursement purposes. SERVICE PROVIDER further agrees to complete and submit, upon the request of SCHOOL DISTRICT, all forms to document the evaluation and services provided to Medicaid eligible school aged students, 5-21 years old, classified with a disability or suspected of having a disability for Medicaid reimbursement purposes.
- 11. <u>ATTENDANCE RECORDS: SERVICE PROVIDER</u> shall maintain monthly attendance records which shall be submitted to SCHOOL DISTRICT at the end of each month upon request. If a' child has been absent for a period of five (5) or more consecutive clays, the attendance record shall indicate the reason for that absence.
- 12. <u>REPORTS OF STUDENTS: SERVICE PROVIDER</u> will obtain releases or other legal documents that are necessary in order that SERVICE PROVIDER may render full and complete reports concerning the education and progress of the pupil(s) covered by the terms of this Agreement. The full responsibility for obtaining such clearances rests on SERVICE PROVIDER. Any failure to carry out such responsibility once notice has been given shall permit the Commissioner of Education to withdraw approval for the placement of such child in such program, in which event this Agreement shall be canceled forthwith in regard to such child for whom such releases are not submitted.
- 13. <u>REPORTS TO STATE</u>: SERVICE PROVIDER hereby agrees to furnish to the State all reports, audits, etc. required to make determinations as to eligibility under the provisions of the Regulations of the Commissioner of Education. Such materials shall be furnished at such times as are required by the State. SERVICE PROVIDER agrees to provide the State access to all relevant records which the State requires to determine SERVICE PROVIDER's compliance with applicable Federal or State statutes or regulations with the effect of law, which regulate either the execution of the Agreement or the performance of obligations under the Agreement. SERVICE PROVIDER agrees to retain all materials and records relevant to the execution or performance of the Agreement in accordance with the provision of section 74.21 of volume 34 of the Code of Federal Regulations, but in no event less than six (6) years from the date of this Agreement.

- 14. <u>REPORTS TO SCHOOL DISTRICT</u>: SERVICE PROVIDER hereby agrees to furnish written reports of each pupil's educational progress to SCHOOL DISTRICT. SERVICE PROVIDER will render such reports to SCHOOL DISTRICT at any time that such reports are made to the parents of the pupil(s) covered by the terms of this Agreement, and will render such additional reports as may be reasonably required by the SCHOOL DISTRICT. At a minimum, all reports shall be furnished at the end of each semester, i.e., January 31st and June 30th. Any and all reports shall be furnished upon termination of the Agreement. SERVICE PROVIDER shall provide such additional information concerning the pupil's progress as may be reasonably required by SCHOOL DISTRICT.
- 15. <u>COMMISSIONER VISITS</u>: SERVICE PROVIDER shall be subject to the visitation of the Commissioner of Education or his/her designated representative(s).
- 16. <u>AUTHORIZATION OF SCHOOL DISTRICT</u>: SERVICE PROVIDER shall coordinate all instruction through the Pupil Personnel Services Office or any other authorized office of SCHOOL DISTRICT.
- 17. <u>SCHOOL GROUNDS & RULES</u>: It is understood and agreed that while on school grounds, SERVICE PROVIDER, its employees and/ or agents shall obey all SCHOOL DISTRICT rules and regulations and must follow all reasonable directives of SCHOOL DISTRICT's administrators and employees.
- 18. <u>STUDENT REMOVAL</u>: SCHOOL DISTRICT reserves the right to add or remove a child from the list of the children covered by this Agreement at any time during the year in accordance with the students' IEP and all applicable Federal and State laws and regulations. Payment for children added or removed shall be prorated for the period of time services were provided to the child. All appropriate statutory and regulatory notifications will be made by the SCHOOL DISTRICT including but not limited to SED.
- 19. <u>NON-SOLICITATION CLAUSE</u>: For the period of this Agreement and for one year after the termination of this Agreement the SCHOOL DISTRICT shall not hire or solicit for employment an employee of SERVICE PROVIDER, who was employed by SERVICE PROVIDER or who provides or provided services to a student residing within the SCHOOL DISTRICT, without the express written consent SERVICE PROVIDER's Chief Operating Officer.
- 20. <u>TERMINATION NOTICE</u>: This Agreement may be terminated by either party upon thirty (30) days written notice to the other party but in compliance with the students' IEP's and in accordance with all applicable Federal and State laws and regulations. All appropriate statutory and regulatory notifications that will be made by the SCHOOL DISTRICT including but not limited to SED.
- 21. <u>CONFIDENTIALITY</u>: SERVICE PROVIDER agrees that any information received by SERVICE PROVIDER, its employees, and/ or agents during the course of the services provided pursuant to this Agreement which concerns the personal, financial, or other affairs of SCHOOL DISTRICT, its employees, agents, clients, and/ or students will be treated by SERVICE PROVIDER, its employees, and/or agents in full confidence and will not be revealed to any other persons, firms, or organizations. The parties further agree that the terms and conditions set forth herein shall survive the expiration and/ or termination of this Agreement.

- 22. <u>HIPAA</u>: Both parties to this Agreement understand that they may receive and/ or come into contact with *protected health information* as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The Parties hereby acknowledge their respective responsibilities pursuant to HIPAA and, if necessary, shall execute a Business Associate Agreement in connection with such responsibilities.
- 23. <u>INDEMNIFICATION and HOLD HARMLESS PROVISION</u>: SERVICE PROVIDER further agrees that it shall defend, indemnify and hold harmless SCHOOL DISTRICT, its officers, directors, agents and employees for all loss, costs, damages and expenses, including attorneys' fees, judgments, fines and amounts paid in settlement in connection with a terminated, pending or completed action, suit or proceeding arising from any act, error or omission, misstatement, misleading statement, neglect or breach of duties by SERVICE PROVIDER or any of its officers, directors, agents or employees taken or made with respect to this Agreement.
- 24. <u>INSURANCE PROVISION</u>: SERVICE PROVIDER shall purchase from and maintain in a company or companies lawfully licensed to do business in the State of New York such insurance as will protect SERVICE PROVIDER and SCHOOL DISTRICT from claims set forth below for which SERVICE PROVIDER may be legally liable, whether such operations be by SERVICE PROVIDER or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Notwithstanding any terms, conditions or provisions in any other writing between the parties, SERVICE PROVIDER hereby agrees to effectuate the naming of SCHOOL DISTRICT as an unrestricted additional insured on SERVICE PROVIDER's insurance policies, with the exception of workers' compensation and professional liability. If the policy is written on a claims-made basis, the retroactive date must precede the date of the contract. The policy naming SCHOOL DISTRICT as an additional insured shall:
 - a. Contain a 30-day notice of cancellation.
 - b. State that the organization's coverage shall be primary coverage for SCHOOL DISTRICT, its Board, employees and volunteers.
 - c. SCHOOL DISTRICT shall be listed as an additional insured by using endorsement CG 2026 or broader. The certificate must state that this endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance.
 - d. SERVICE PROVIDER agrees to indemnify SCHOOL DISTRICT for any applicable deductibles.
 - e. Required Insurance:
 - i. Commercial General Liability Insurance: \$1,000,000 per occurrence/ \$2,000,000 aggregate.
 - ii. Automobile Liability: \$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles.
 - iii. Workers' Compensation and N.Y.s. Disability: Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees.
 - iv. Professional Errors and Omissions Insurance: \$1,000,000 per occurrence/\$2,000,000 aggregate for the professional acts of the consultant performed under the contract for SCHOOL DISTRICT. If written on a "claims made" basis, the retroactive date must pre-date the inception of the contract or agreement. Coverage shall remain in effect for two (2) years following the completion of work.

- f. SERVICE PROVIDER shall provide the SCHOOL DISTRICT with evidence of the above insurance requirements upon execution of the within Agreement. SERVICE PROVIDER further acknowledges that its failure to obtain or keep current the insurance coverage required by this Agreement shall constitute a material breach of contract and subjects SERVICE PROVIDER to liability for damages including, but not limited to, direct, indirect, consequential, special and any other damages SCHOOL DISTRICT sustains as a result of this breach. In addition, SERVICE PROVIDER shall be responsible for the indemnification to SCHOOL DISTRICT of any and all costs associated with such lapse in coverage including, but not limited to, reasonable attorneys' fees.
- g. Prior to commencement of its services, SERVICE PROVIDER shall obtain and pay for insurance as may be required to comply with the indemnification and hold harmless provisions outlined under this Agreement.
- 25. <u>NOTICES</u>: Any notices to be given under this Agreement by either party to the other may be effected by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested. Each party may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of two (2) days after mailing.

Notice shall be delivered or mailed to:

Cleary School for the Deaf 301 Smithtown Blvd. Nesconset, New York 11767

Rocky Point Union Free School District Attn: Office of Special Education 90 Rocky Point-Yaphank Road Rocky Point, NY 11778

- 26. <u>ASSIGNMENT OF CONTRACT</u>: SERVICE PROVIDER shall not assign, transfer or convey any of its respective rights or obligations under this Agreement without the prior written consent of SCHOOL DISTRICT and as applicable SED.
- 27. <u>DISCRIMINATION</u>: Services provided pursuant to this Agreement shall be provided without regard to race, creed, color, sex, sexual orientation, national origin, religion, age or disability.
- 28. <u>GOVERNING LAW</u>: This Agreement shall be governed by the laws of the State of New York.
- 29. <u>SEVERABILITY</u>: If any term, provision, covenant or condition of this Agreement, or the application thereof to any person, place or circumstance, shall be held by a court of competent jurisdiction to be invalid, unenforceable or void, the remainder of this Agreement and such term, provision, covenant or condition as applied to other persons, places and circumstances shall remain in full force and effect.

- 30. <u>NO PRIOR AGREEMENTS</u>: This Agreement constitutes the full and complete Agreement between SCHOOL DISTRICT and SERVICE PROVIDER, and supersedes all prior written and oral agreements, commitments or understandings with respect thereto. This Agreement may not be altered, changed, added to, deleted from or modified except through the mutual written consent of the parties.
- 31. <u>AGREEMENT CONSTRUCTION</u>: This Agreement has been arrived at mutually and is not to be construed against any party hereto as being the drafter hereof or causing the same to be drafted.
- 32. <u>REPRESENTATIONS AND WARRANTIES</u>: SERVICE PROVIDER represents and warrants: 1) that SERVICE PROVIDER has no obligations, legal or otherwise, inconsistent with the terms of this Agreement; 2) that the performance of the services to be provided in this Agreement does not and will not violate any applicable law, rule or regulation or any proprietary or other right of any third party; and 3) that SERVICE PROVIDER has not entered into or will not enter into any Agreement (whether oral or written) in conflict with this Agreement.
- 33. AMENDMENT: This Agreement may be amended only in writing and signed by the parties.
- 34. <u>NONWAIVER</u>: No action or failure to act by SERVICE PROVIDER or SCHOOL DISTRICT shall constitute a waiver of a right or duty afforded them under the Agreement, nor shall such action or failure to act will constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.
- 35. <u>CHARTER</u>: SERVICE PROVIDER shall maintain its charter as an approved educational program from the Regents of the University of the State of New York. SERVICE PROVIDER shall be responsible for appropriate staff orientation and training for all its educational and supporting personnel, including, but not limited to, in-service training related to provision of educational services to disabled children.
- 36. <u>AUTHORITY TO ENTER AGREEMENT</u>: The undersigned representative of SERVICE PROVIDER hereby represents and warrants that the undersigned is an officer, director, or agent of SERVICE PROVIDER with full legal rights, power and authority to enter into this Agreement on behalf of SERVICE PROVIDER and bind SERVICE PROVIDER with respect to the obligations enforceable against SERVICE PROVIDER in accordance with its terms.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

Date: 7/29/2020	Jacqueline Simms, Executive Director Cleary School for the Deaf
Date:	BY: President, Board of Education Rocky Point Union Free School District

AGREEMENT

made by and between

BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT and the

ROCKY POINT SCHOOL RELATED PROFESSIONALS ASSOCIATION this 24th day of August 2020

AGREEMENT entered into by and between the Board of Education of the Rocky Point Union Free School District (the "District") and the Rocky Point School-Related Professional Association (the "Association"), collectively referred to as the "Parties."

WHEREAS this Agreement contemplates a modification to the Collective Bargaining Agreement dated July 1, 2014, through June 30, 2020. Except as set forth below, all other provisions of the Collective Bargaining Agreement shall remain in full force and effect.

The parties hereby agree <u>Article XX: Wages</u>, J. Medical Intervention Stipend of the Collective Bargaining Agreement shall be hereafter referred titled Supplemental Student Assistance Stipend and shall be amended as follows:

- J. A Supplemental Student Assistance Stipend in the amount of \$750 per year shall be established in accordance with the following:
 - a. The stipend will be paid to a unit member who is assigned to a child for a full day who "possesses special medical and/or personal assistance needs" and requires intervention related thereto. For a unit member assigned to a child for less than a full day, the stipend shall be prorated accordingly. The unit member, as a result of this assignment, accepts the responsibility to assist the child assigned to him/her, as needed. Supplemental student assistance shall not include any activities for which a professional license is required. Teacher Aides and Monitors are eligible for the stipend.
 - b. While the District retains the discretion to select and assign unit members who will receive the stipend, the assignment in this regard is completely voluntary on the part of the employee. However, in the event that no unit member is willing to accept a given assignment, the Board may, in its sole discretion, recruit and appoint another individual to fulfill this need.
 - c. Any employee who volunteers and is selected for the stipend, shall receive appropriate training provided by the District related to the specific assistance that may be required on behalf of the child.
 - d. No assignment requiring medical intervention shall be made unless approved by the District's physician and is compliant with all applicable regulations and laws including guidance established by the New York State Education Department and District policy.
 - e. Pursuant to applicable State Law, employees shall be represented and indemnified in the case of any lawsuit arising out of their job duties related to the stipend and will be covered by the District's liability insurance.

This Agreement will automatically "sunset" effective June 30, 2021 and have no validity with respect to §209-a.1(e) of the Public Employees Fair Employment Act, unless extended in writing by the parties.

The Parties further agree that this Agreement shall not be precedent-setting nor binding upon the Parties in the future. Moreover, the Parties agree that this Agreement shall not be used and/or admitted into evidence in connection with any subsequent claim, litigation, arbitration, cause of action or proceeding of any kind and nature in any jurisdiction or forum.

Dated: August 24, 2020	
ROCKY POINT SCHOOL-RELATED PROFESSIONALS' ASSOCIATION DISTRICT	BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL
By: Ms. Theresa Schultz, President Rocky Point School-Related Professional Association	By: Mrs. Susan Y. Sullivan, President Rocky Point UFSD, Board of Education

8/24/20 Schedule-A Classified Staff

Last	First	Position	Building	Rate	BOE Date	Amount	Effective Date	Description/Comments
Cannone	Anthony	FT 10 Month Guard	DW	Hourly	8/24/2020	18.77	6/27/2020	Annual recertification class. Not to exceed eight (8) hours.
Levix	Michael	FT 10 Month Guard	DW	Hourly	8/24/2020	19.60	6/26/2020	Graduation Security. Not to exceed eight (8) hours.
Gersbeck	Gerard	PT 10 Month Guard	DW	Hourly	8/24/2020	18.77	6/26/2020	Revised hourly salary. Graduation Security. Not to exceed ten (10) hours.
Bucher	Kathleen	Senior Office Assistant	JAE	N/A	8/24/2020	N/A	8/3/2020	Unpaid leave of absence for personal reasons commencing 8/3/2020 through 9/28/2020. Return 9/29/2020.
Pitcher	Andrea	FT 10 Month Guard	DW	Hourly	8/24/2020	19.74	6/20/2020	Shift coverage. Not to exceed two (2) hours.
Franzese	Ralph	Groundskeeper I	DW	N/A	8/24/2020	N/A	8/24/2020	Resignation in order to accept Groundskeeper II appointment.
Franzese	Ralph	Groundskeeper II	DW	Annual - Step 3	8/24/2020	46,500	8/25/2020	Full-time twelve-month contractual appointment commencing 8/25/20. Salary pro-rated. Replaces V. Ventura.
Buffa	Lawrence	Custodial Worker I	MS	N/A	8/24/2020	N/A	8/31/2020	Resignation in order to accept Groundskeeper I appointment.
Buffa	Lawrence	Groundskeeper I	DW	Annual - Step 0	8/24/2020	39,500	9/1/2020	Full-time twelve-month contractual appointment commencing 8/26/20. Salary pro-rated. Replaces R. Franzese.
Bouton	Maran	School Teacher Aide	DW	Annual - Step 0	8/24/2020	19,600.00	9/1/2020	Full-time, ten-month contractual appointment. Replaces L. Darcey.
Musraca	Stephanie	School Teacher Aide	DW	Annual - Step 0	8/24/2020	19,600.00	9/1/2020	Full-time, ten-month contractual conditional appointment. Replaces J. Lizio.
Halpern	Rachel	School Teacher Aide	DW	Annual - Step 0	8/24/2020	19,600.00	9/1/2020	Full-time, ten-month contractual conditional appointment. Replaces R. Rink.
Bosio	GinaMaria	School Teacher Aide	DW	Annual - Step 0	8/24/2020	19,600.00	9/1/2020	Full-time, ten-month contractual appointment. Replaces A. Spallina.

8/24/20 Schedule-B Certified Staff

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Miller	Amanda	Elementary Teacher	FJC	Annual, M-Step 5	8/24/2020	66,682	9/1/2020	Reinstatement as full-time elementary education teacher.
Jacobellis	Francine	Elementary Teacher	JAE	Annual, M60-Step 15	8/24/2020	95,517	9/1/2020	Reinstatement as full-time elementary education teacher.
Banigan	Donna	Elementary Teacher	JAE	Annual, M75 -Step 12	8/24/2020	98,263	9/1/2020	Reinstatement as full-time elementary education teacher.
McNeill	Kelly	Elementary Teacher	FJC	Annual, M Step2	8/24/2020	59,462	9/1/2020	Full-time, ten-month probationary appointment commencing 9/1/20 through 8/31/24. The probationary expiration date will depend on the individual's APPR ratings. To receive tenure, Ms. McNeil must have overall APPR ratings of effective or highly effective in at least three of four preceding years. If Ms. McNeil receives an ineffective composite or overall APPR rating in her final year of probation, she will not be eligible for tenure at that time. Effective 9/1/20
Guerrisi	Kathleen	Elementary Teacher	FJC	N/A	8/24/2020	N/A	9/1/2020	Reassignment of duties for the 2020-2021 school year.
Trapani	Karen	Elementary Teacher	FJC	N/A	8/24/2020	N/A	9/1/2020	Reassignment of duties for the 2020-2021 school year.
Whelan	Kelly	Elementary Teacher	JAE	N/A	8/24/2020	N/A	9/1/2020	Reassignment of duties for the 2020-2021 school year.
Costa	Peter	Elementary Teacher	JAE	N/A	8/24/2020	N/A	9/1/2020	Reassignment of duties for the 2020-2021 school year.
Nielsen	John	Science Teacher	HS	N/A	8/24/2020	N/A	8/18/2020	Resignation for personal reasons

8/24/20 Schedule-C Non-Teaching Substitutes

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Vesloski	Chester	Substitute Guard	DW	Hourly	8/24/2020	18.30	7/1/2020	2020-2021 school year
Vesloski	Chester	Substitute Custodian	DW	N/A	8/24/2020	N/A	7/1/2020	Inactivation of 2020-2021 appointment.
Collins	Theresa	Substitute Teacher Aide/Monitor	DW	Hourly	8/24/2020	14.00	9/1/2020	2020-2021 school year
Jones	Christine	Substitute Teacher Aide/Monitor	DW	Hourly	8/24/2020	14.00	9/1/2020	2020-2021 school year
Carrera	Jean	Substitute Teacher Aide/Monitor	DW	Hourly	8/24/2020	14.00	9/1/2020	2020-2021 school year
DiMaggio	Maria	Substitute Food Service Worker	DW	Hourly	8/24/2020	14.00	9/1/2020	2020-2021 school year
LaRosa	Kevin	Substitute Custodian	DW	Hourly	8/24/2020	15.00	9/1/2020	2020-2021 school year
Spina	Debra	Substitute Clerical	DW	Hourly	8/24/2020	14.00	7/1/2020	2020-2021 school year

8/24/20 Schedule-D Teaching/Certified Substitutes

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Martin	Jocelyn	Per Diem Substitute Teacher/Teaching Assistant	DW	N/A	8/24/2020	N/A	7/10/2020	Inactivation of 2020-2021 appointment
McCormick	Alyssa	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Carrillo	Danna	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Flint	Karen	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Hassildine	Melissa	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Horner	Steven	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Howard	Amanda	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
gnarro	Liana	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Laudonio	Kristina	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
∟ongo	Michael	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Mears	Courtney	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Michelsen	Krystal	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Monteleone	Samantha	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Sosnowy-Sabella	Joanna	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
/avas	Mary	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
/enth	Brenna	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Valker	Christopher	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year
Vehner	Kristin	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/24/2020	125.00 non preferred; 150.00 preferred	9/1/2020	2020-2021 school year

8/24/20 Schedule-E Co-Curricular Positions 2020/2021

							Effective	
Last	First	Position	Bldg.	Rate	BOE Date	Amount	Date	Description/Comments
Stueber	Carrie	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade K NYSSLS Science. Funded through general fund. Up to fifteen (15) hours. 2020/2021 school year.
Glennon	Erin	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade K NYSSLS Science. Funded through general fund. Up to fifteen (15) hours. 2020/2021 school year.
Stueber	Carrie	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 1 NYSSLS Science. Funded through general fund. Up to ten (10) hours. 2020/2021 school year
Glennon	Erin	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 1 NYSSLS Science. Funded through general fund. Up to ten (10) hours. 2020/2021 school year
Casswell	Carrie	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 1 NYSSLS Science. Funded through general fund. Up to ten (10) hours. 2020/2021 school year.
Stueber	Carrie	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 2 NYSSLS Science. Funded through general fund. Up to fifteen (15) hours. 2020/2021 school year.
Glennon	Erin	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 2 NYSSLS Science. Funded through general fund. Up to fifteen (15) hours. 2020/2021 school year.
Marte	Gina	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 3 NYSSLS Science. Funded through general fund. Up to fifteen (15) hours. 2020/2021 school year.
Smokler	Kim	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 3 NYSSLS Science. Funded through general fund. Up to fifteen (15) hours. 2020/2021 school year.
Friscia	Michael	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 4 NYSSLS Science. Funded through general fund. Up to thirty (30) hours. 2020/2021 school year.
Trapani	Donna	Curriculum Writing	DW	Hourly	8/24/2020	49.00	7/1/2020	Grade 5 NYSSLS Science. Funded through general fund. Up to thirty (30) hours. 2020/2021 school year.
Adamski	Jamie	Kindergarten Orientation/Kindersocial	FJC	Daily	8/24/2020	181.00	7/1/2020	2020-2021 school year
Ггарапі	Karen	Kindergarten Orientation/Kindersocial	FJC	Daily	8/24/2020	181.00	7/1/2020	2020-2021 school year
Amoscato	Maria	Kindergarten Orientation/Kindersocial	JAE	Daily	8/24/2020	181.00	7/1/2020	2020-2021 school year
Smokler	Klm	Kindergarten Orientation/Kindersocial	JAE	Daily	8/24/2020	181.00	7/1/2020	2020-2021 school year
Apicella	Linda	Chaperone	DW	Hourly		See below*		2020-2021 school year
Buchner	Eugene	Chaperone	DW	Hourly	8/24/2020			2020-2021 school year
DeLucia	Donna	Chaperone	DW	Hourly	8/24/2020	See below*		2020-2021 school year
DeRosa	Deanine	Chaperone	DW	Hourly	8/24/2020			2020-2021 school year
Giacalone	Eileen	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year
Helmke	Tammi-Lyn	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year
lacona	Marlo	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year 8/24/20 Agent

Monz	Rose	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year
Poveromo	Jean	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year
Traube Grodotzke	Sheila	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year
Trude	Lori	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year
White	Kelly	Chaperone	DW	Hourly	8/24/2020	See below*	9/1/2020	2020-2021 school year
Flanagan	Laura	ESL Teacher	HS	Annual	8/24/2020	1,966	9/1/2020	Mentor 2020-2021 school year
Nobre	Anthony	Science Teacher	HS	Annual	8/24/2020	1,966	9/1/2020	Mentor 2020-2021 school year

^{*}Up to two hours: \$55.00; in excess of two hours: \$83.00; Junior/Senior Prom: \$55.00 per hour 2020/2021 school year

8/24/20 Schedule-F Community Education

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
White	Kelly	Driver Education Clerical	DW	Hourly	8/24/2020	31.98	9/1/2020	2020-2021 school year
Canzanella	Amy	Sub. Drivers Ed Clerical	DW	Hourly	8/24/2020	47.13	9/1/2020	2020-2021 school year
Mood	Melissa	Sub. Drivers Ed Clerical	DW	Hourly	8/24/2020	43.17	9/1/2020	2020-2021 school year