

AGENDA
ROCKY POINT PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 13, 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:

II Executive Session

At _____ p.m. motion made and seconded to adjourn to Executive Session to discuss _____.

Motion _____^{2nd} _____ Vote _____

The Board returned to Open Session at _____ p.m.

Pledge of Allegiance

Superintendent'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. The Consent Agenda items are listed below 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, December 16, 2019

IV: Treasurer’s Reports – December 2019

V: Extra-Classroom Activity Account Treasurer’s Report – December 2019

VI: Financials – December 2019

VII: Committees on Special Education Schedules 1-13-20-A and 1-13-20-B, as recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.

Motion _____ 2nd _____ Vote _____

VIII Surplus Equipment

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of education approves for surplus the following attached lists of equipment.

Motion _____ 2nd _____ Vote _____

IX 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 \$10.80, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approved the recommendation of the Superintendent of Schools, to increase the general fund budget by \$10.80 as a result of the donation.

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

A2110 500 02 0000 \$10.80

Motion _____ 2nd _____ Vote _____

XIV Change Order No. 1 – Bond Issue Related Capital Improvement – Phase 2 Bid/Rebid SED # 58-02-09-02-0-001-014 (JAE) Contract #1 – Stalco Construction, Inc.

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accept and approve the attached change order for a net credit in the amount of \$55.00, pertaining to the Bond Issue Related Capital Improvement – Phase 2 Bid/Rebid – Contract #1 – General Construction (Stalco Construction, Inc.) as attached.

Motion _____ 2nd _____ Vote _____

XV Sachem Central School District 2019-2020 Contract

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 a contract with Sachem Central School District for special education students’ instructional services for the 2019-20 school year as required under applicable Individual Educational Programs, applicable law, and/or District Policy.

Motion _____ 2nd _____ Vote _____

XVI Personnel

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

Motion _____ 2nd _____ Vote _____

XVII New Business

XVIII Executive Session (if necessary)

At _____ PM motion made and seconded to go into Executive Session to discuss _____.

Motion _____ 2nd _____ Vote _____

The Board returned to Open Session at _____

XIX Adjournment

I move that the Board of Education adjourns the meeting at _____ PM

Motion _____ 2nd _____ Vote _____

MINUTES
ROCKY POINT PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
December 16, 2019

Mrs. Sullivan called the meeting to order at 6 p.m. in the auditorium of Rocky Point High School.

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:

EXECUTIVE SESSION

At 6 p.m. a motion was made by Sean Callahan, and seconded by Jessica Ward, to go into Executive Session in order to discuss negotiations and confidential personnel matters.

All in favor – Motion carried 5-0

The Board returned to Open Session at 7:03 p.m.

PLEDGE OF ALLEGIANCE

SUPERINTENDENT'S REPORT

Dr. O'Brien wished the meeting attendees and their families a very Happy Holiday season.

Mrs. Sullivan read the public commenting procedure aloud and then opened the floor to the meeting attendees for questions/comments.

There were no questions/comments at this time.

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. The Consent Agenda items are listed below 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

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 accepts the following agenda items as one item.

- III: Minutes** – Regular Meeting, November 18, 2019
- IV: Budget Transfer Summary** – November 2019
- V: Treasurer’s Reports** – November 2019
- VI: Extra-Classroom Activity Account Treasurer’s Report** – November 2019
- VII: Financials** – November 2019
- VIII: Internal Claims Audit Report** – November 2019
- IX: Committees on Special Education Schedules** 12-16-19-A and 12-16-19-B recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.

All in favor – Motion carried 5-0

X DR. JOHN HAGGERTY SCHOLARSHIP DONATION

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 approves and accepts the donation of behalf of the Dr. John Haggerty Memorial Scholarship, totaling \$100.00, as follows:

Louise Hannaway & Todd Grathwohl c/o Maureen Haggerty \$100.00

All in favor – Motion carried 5-0

Mrs. Sullivan thanked Louise Hannaway and Todd Grathwohl for their donation.

XI LIVE LIKE SUSIE DONATION

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 accepts the donation on behalf of the Live Like Susie Scholarship, totaling \$50.00, as follows:

Eileen & Sal A. Spatarella \$50.00

All in favor – Motion carried 5-0

Mrs. Sullivan thanked Eileen and Sal Spatarella for their donation.

XII DONATION FROM YOURCAUSE, LLC

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 YourCause, LLC, on behalf of Thomas Strazzeri, in the amount of \$35.00, as per the attached,

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approved the recommendation of the Superintendent of Schools, to increase the general fund budget by \$35.00 as a result of the donation.

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

A2110 500 03 0000 \$35.00

All in favor – Motion carried 5-0

XIII REVIEW AND RE-ADOPTION OF BOARD OF EDUCATION POLICY NUMBERS 5621, 5672, 5681, 6550 AND 7554 (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 (first reading):

- 5621 Accounting of Fixed Assets
- 5672 Information Security Breach and Notification
- 5681 School Safety Plans
- 6550 Leaves of Absence
- 7554 Dignity for All Students Act (DASA)

All in favor – Motion carried 5-0

XIV MEMORANDUM OF AGREEMENT BETWEEN THE BOARD OF EDUCATION 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, 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 permitting a one-time modification of Article XIX of the collective bargaining agreement between the Board of Education and the Rocky Point Teachers' Association.

All in favor – Motion carried 5-0

XV AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE SUFFOLK COUNTY POLICE DEPARTMENT FOR THE PLACEMENT OF SCHOOL RESOURCE OFFICERS (SROS) WITHIN THE SCHOOL DISTRICT

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 President is hereby authorized to sign and execute a Memorandum of Understanding between the Rocky Point Union Free School District and the Suffolk County Police Department for the placement of School Resource Officers (SROs) within the School District.

All in favor – Motion carried 5-0

XVI RESOLUTION AGREEMENT BETWEEN THE OFFICE FOR CIVIL RIGHTS AND THE ROCKY POINT UNION FREE SCHOOL DISTRICT

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, Dr. Scott O'Brien, to execute the attached Resolution Agreement between the United States Department of Education Office for Civil Rights and the Rocky Point Union Free School District on the matter of the pending charge pertaining to website accessibility.

All in favor – Motion carried 5-0

XVII PARTICIPATION IN COOPERATIVE BID OF NASSAU COUNTY BOCES

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 approves the resolution to participate in the Nassau County BOCES Cooperative Bid for Tree Maintenance & Removal Service #19/20-007 through the bid expiration date of 5/23/2020, as per the attached.

All in favor – Motion carried 5-0

XVIII THREE VILLAGE CENTRAL SCHOOL DISTRICT 2019-2020 SCHOOL YEAR CONTRACT

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 enter into a contract with Three Village Central School District for special education students instructional services for the 2019-20 school year as required under applicable Individual Educational Programs, applicable law, and/or District Policy.

All in favor – Motion carried 5-0

XIX SOUTH HUNTINGTON UFSD 2019-20 SPECIAL EDUCATION CONTRACT

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 enter into a contract with South Huntington Union Free School District for special education students instructional services for the 2019-20 school year as required under applicable Individual Educational Programs, applicable law, and/or District Policy.

All in favor – Motion carried 5-0

XX PERSONNEL

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 accepts the attached Personnel changes.

All in favor – Motion carried 5-0

XXI NEW BUSINESS

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

There was no new business.

Once again Mrs. Sullivan invited the meeting attendees for questions/comments.

- Ms. Hyne asked the Board of Education to write a letter to elected officials on behalf of its community members in opposition to the proposed HPV mandate.
- Ms. Kelly inquired if the Board of Education could send informative literature to the community and/or possibly a poll to determine the feelings of the majority regarding the proposed HPV vaccine mandate.
- Dr. Pinkenburg shared his feelings regarding the benefits of the HPV vaccine. He added that we have a duty to protect all children.
- Ms. Antonucci spoke regarding the proposed HPV vaccine mandate. She urged the Board of Education to write a letter to oppose the mandate.
- Ms. Orofino referenced the vaccine mandate and stressed the importance of one's right to choose.
- Dr. Pinkenburg renewed his concern for children that could be at risk due to exposure.
- Ms. Nemes expressed her concern and experience regarding the negative effects of vaccines. She urged the Board of Education to write a letter in opposition of the proposed HPV mandate.

There were no further questions/comments.

Mrs. Sullivan thanked the meeting attendees for their comments. She shared that the Board of Education has decided not to write a letter to elected officials opposing the HPV mandate. She further explained that as seen in tonight's meeting, there are many different views. Therefore, they do not believe that they would be speaking for all of the community members in doing so. Mrs. Sullivan added that they would consider taking a poll of the community members' views into consideration.

Mrs. Sullivan wished everyone Happy Holidays.

XXII ADJOURNMENT

At 7:26 p.m. a motion was made by Ed Casswell, and seconded by Gregory Amendola, to adjourn the meeting.

All in favor – Motion carried 5-0

Respectfully submitted,

Kelly White
District Clerk

DRAFT

**ROCKY POINT UNION FREE SCHOOL DISTRICT
FINANCE REPORTS
FOR THE MONTH ENDED DECEMBER 2019**

BOARD MEETING BOOK

TREASURER'S REPORT (EXCLUDING C FUND)
EXTRA-CLASSROOM ACTIVITY TREASURER'S REPORT

REPORTS FILED IN DISTRICT CLERKS OFFICE:

CASH REPORT
CASH FLOW REPORT

GENERAL FUND
TRIAL BALANCE
REVENUE STATUS REPORT
APPR. BUDGET STATUS REPORT

FEDERAL FUND
TRIAL BALANCE
REVENUE STATUS REPORT
APPR. BUDGET STATUS REPORT

CAPITAL FUND
TRIAL BALANCE
REVENUE STATUS REPORT
APPR. BUDGET STATUS REPORT

TRUST AND AGENCY FUND
TRIAL BALANCE

SCHOLARSHIP FUND
TRIAL BALANCE

DEBT SERVICE FUND
TRIAL BALANCE
REVENUE STATUS REPORT
APPR. BUDGET STATUS REPORT

STUDENT ACTIVITY
TRIAL BALANCE

**Rocky Point Union Free School District
Treasurer's Report
For the Month Ended: December 31, 2019**

Rocky Point Union Free School District
Treasurer's Report
General Fund - Investment A2008
As of December 31, 2019

Reconciled Balance as of: 11/30/2019 4,541,868.25

Receipts:

Excess Cost Revenue 2019-2020	1,385,613.75	
Federal Breakfast Revenue Nov. 2019	8,334.00	
Federal Lunch Revenue Nov. 2019	33,730.00	
SAE Revenue 2018-2019	12,976.00	
SAE Revenue 2019-2020	3,847.00	
State Breakfast Revenue Nov. 2019	492.00	
State Lunch Revenue Nov. 2019	1,598.00	
Title IIIA IMM Revenue 2019-2020	14,997.00	
Title IIIA LEP Revenue 2018-2019	9,342.00	
Title IIA Teach Revenue 2018-2019	27,695.00	
Title IIA Teach Revenue 2019-2020	12,382.00	
Title I A&D Revenue 2018-2019	51,164.00	
Title I A&D Revenue 2019-2020	49,305.00	
VLT Lottery Revenue 2019-2020	136,658.19	
General Aid Revenue 2019-2020	186,278.11	
Interest Revenue	<u>4,373.97</u>	
		1,938,786.02

Disbursements:

Good Faith Wire Escrow	30,000.00	
Funding Transfer: AP Warrants	625,459.45	
Funding Transfer: Interfund Transfer	100,000.00	
Funding Transfer: Debt Service Interest	251,546.88	
Funding Transfer: Net Payroll	2,140,754.61	
Funding Transfer: Payroll Deductions	<u>1,427,901.70</u>	
		<u>(4,575,662.64)</u>

Total available balance per General Ledger as of: 12/31/2019 1,904,991.63

Bank Balance as of: 12/31/2019 1,904,991.63

Prepared by: Linda Bilski
Date: 1/7/2020

Reviewed by: Virginia Hooley
Date: 1/7/2020

A2008

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 11/30/19	\$4,541,868.25	Number of Days in Cycle	31
7 Deposits/Credits	\$1,938,786.02	Minimum Balance This Cycle	\$1,839,457.63
Interest Paid	\$0.00	Average Collected Balance	\$3,128,441.26
9 Checks/Debits	(\$4,575,662.64)	Interest Earned During this Cycle	\$0.00
Service Charges	\$0.00	Interest Paid Year-To-Date	\$181,196.24
Ending Balance 12/31/19	\$1,904,991.63		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/05	ACH deposit NYS OSC ACH 120519 ROCKY POINT SCHOOL DIS AP00046071633	\$14,997.00		\$4,556,865.25
12/09	ACH deposit NYS OSC ACH 120919 ROCKY POINT SCHOOL DIS AP00046075978	\$44,154.00		\$4,601,019.25
12/09	Book transfer debit TO ...8541		\$251,546.88	\$4,349,472.37
12/10	Book transfer debit TO ...3946		\$1,108,787.40	\$3,240,684.97
12/10	Book transfer debit TO ...3954		\$756,265.09	\$2,484,419.88
12/11	Wire transfer withdrawal US BANK 121119 USD0005807971		\$30,000.00	\$2,454,419.88
12/13	ACH deposit NYS OSC ACH 121319 ROCKY POINT SCHOOL DIS AP00046098149	\$1,708,550.05		\$4,162,969.93
12/16	Blended Checking Interest XSECR BAL INT	\$4,373.97		\$4,167,343.90
12/16	Book transfer debit TO ...9596		\$147,172.83	\$4,020,171.07
12/16	Book transfer debit TO ...9588		\$100,000.00	\$3,920,171.07

Thank you for banking with us.

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 2008			CAPITAL ONE INVESTMENT						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	4,541,868.25
	12/09/2019	130			Funding Transfer Debt Service Interest Payment	JE-14	0.00	251,546.88	4,290,321.37
	12/09/2019	1027613			Federal Lunch Revenue November '19	CR-6	33,730.00	0.00	4,324,051.37
	12/09/2019	1027614			Federal B'fast Revenue Nov.'19	CR-6	8,334.00	0.00	4,332,385.37
	12/09/2019	1027615			State Lunch Revenue November '19	CR-6	1,598.00	0.00	4,333,983.37
	12/09/2019	1027616			State Breakfast Revenue Nov.'19	CR-6	492.00	0.00	4,334,475.37
	12/10/2019	133			Good Faith Wire: Escrow	JE-14	0.00	30,000.00	4,304,475.37
	12/10/2019	1027607			Trust & Agency Deductions 12/13/19	CR-6	0.00	756,265.09	3,548,210.28
	12/10/2019	1027608			Funding Net Payroll 12/13/19	CR-6	0.00	1,108,787.40	2,439,422.88
	12/12/2019	1027617			Title IIIA IMM Revenue '19-'20	CR-6	14,997.00	0.00	2,454,419.88
	12/13/2019	1027618			Excess Cost Revenue 2019-2020	CR-6	1,385,613.75	0.00	3,840,033.63
	12/13/2019	1027619			General Aid Revenue 2019-2020	CR-6	186,278.11	0.00	4,026,311.74
	12/13/2019	1027620			VLTY Lottery Revenue 2019-2020	CR-6	136,658.19	0.00	4,162,969.93
	12/16/2019	137			Interfund Transfer	JE-14	0.00	100,000.00	4,062,969.93
	12/16/2019	1027621			Funding Warrant #37	CR-6	0.00	147,172.83	3,915,797.10
	12/16/2019	1027652			Interest Revenue	CR-6	4,373.97	0.00	3,920,171.07
	12/18/2019	1027630			SAE Revenue 2018-2019	CR-6	12,976.00	0.00	3,933,147.07
	12/18/2019	1027631			Title IIA Teach Rev. '18-'19	CR-6	27,695.00	0.00	3,960,842.07
	12/18/2019	1027633			Title I A&D Rev. '18-'19	CR-6	51,164.00	0.00	4,012,006.07
	12/19/2019	1027643			Funding Warrant #39	CR-6	0.00	478,286.62	3,533,719.45
	12/19/2019	1027644			Trust & Agency Deductions 12/27/19	CR-6	0.00	671,636.61	2,862,082.84
	12/19/2019	1027645			Funding Net Payroll 12/27/19	CR-6	0.00	1,031,967.21	1,830,115.63
	12/19/2019	1027646			Title IIIA LEP	CR-6	9,342.00	0.00	1,839,457.63
	12/23/2019	1027655			Title I A&D Rev. 2019-2020	CR-6	49,305.00	0.00	1,888,762.63
	12/23/2019	1027656			Title IIA Teach 2019.-2020	CR-6	12,382.00	0.00	1,901,144.63
	12/23/2019	1027657			SAE Revenue 2019.-2020	CR-6	3,847.00	0.00	1,904,991.63
Grand Totals:							1,938,786.02	4,575,662.64	1,904,991.63

Rocky Point Union Free School District
Treasurer's Report
General Fund - AP Checking A2010
As of December 31, 2019

Reconciled Balance as of: 11/30/2019 1,755,962.78

Receipts:

Field Trip	1,518.00	
Community Education	1,150.00	
Metal Recycling	11.40	
Donation	185.00	
Insurance Recovery	750.00	
Lost Book	10.00	
Health, Dental, Life	6,261.82	
Drivers Education	17,640.00	
Funding Transfer	<u>625,459.45</u>	652,985.67

Disbursements:

NSF Check	400.00	
Cash Disbursements	<u>1,699,845.42</u>	<u>(1,700,245.42)</u>

Total available balance per General Ledger as of: 12/31/2019 708,703.03

Bank Balance as of: 12/31/2019 830,977.34

Less: Outstanding Checks (122,274.31)

Adjusted Bank Balance as of: 12/31/2019 708,703.03

Prepared by: Linda Bilski
Date: 1/8/2020

Reviewed by: Virginia Holloway
Date: 1/8/2020

A2010

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 11/30/19	\$2,742,661.93	Number of Days in Cycle	31
13 Deposits/Credits	\$655,139.97	Minimum Balance This Cycle	\$806,646.48
193 Checks/Debits	(\$2,566,824.56)	Average Collected Balance	\$1,270,336.51
Service Charges	\$0.00		
Ending Balance 12/31/19	\$830,977.34		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking 0		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/02	Check 112893		\$134.67	\$2,742,527.26
12/03	Customer Deposit	\$2,142.30		\$2,744,669.56
12/03	Customer Deposit	\$12.00		\$2,744,681.56
12/03	Check 112888		\$4,678.00	\$2,740,003.56
12/03	Check 112480		\$16.00	\$2,739,987.56
12/04	Check 112949		\$739,557.87	\$2,000,429.69
12/04	Check 112948		\$10,699.58	\$1,989,730.11
12/04	Check 112933		\$3,503.49	\$1,986,226.62
12/04	Check 112924		\$2,478.00	\$1,983,748.62
12/04	Check 112896		\$2,312.34	\$1,981,436.28
12/04	Check 112897		\$2,278.48	\$1,979,157.80
12/04	Check 112867		\$2,145.01	\$1,977,012.79
12/04	Check 112915		\$1,067.11	\$1,975,945.68
12/04	Check 112921		\$1,019.38	\$1,974,926.30
12/04	Check 112902		\$517.34	\$1,974,408.96
12/04	Check 112928		\$200.00	\$1,974,208.96
12/04	Check 112901		\$81.12	\$1,974,127.84
12/05	Check 112937		\$42,349.18	\$1,931,778.66
12/05	Check 112911		\$40,277.99	\$1,891,500.67

Thank you for banking with us.

ROCKY POINT UFSD		
OUTSTANDING CHECK LIST		
AS OF DECEMBER 31, 2019		
<u>CHECK#</u>	<u>CHECK DATE</u>	<u>CHECK AMOUNT</u>
112256	09/10/2019	710.69
112544	10/15/2019	200.00
112618	10/22/2019	57.00
112637	10/22/2019	17.62
112638	10/22/2019	375.15
112761	11/04/2019	58,506.25
112877	11/19/2019	2,799.00
112879	11/19/2019	69.99
112922	11/26/2019	11,053.00
112953	12/03/2019	835.00
112963	12/03/2019	1,982.60
112996	12/10/2019	65.00
113022	12/10/2019	15,732.50
113027	12/10/2019	15.20
113043	12/17/2019	589.90
113044	12/17/2019	140.00
113054	12/17/2019	1,000.00
113056	12/17/2019	1,007.50
113065	12/17/2019	2,084.00
113070	12/17/2019	65.00
113072	12/17/2019	5,090.20
113074	12/17/2019	16,249.91
113086	12/17/2019	2,800.00
113088	12/17/2019	828.80
		<u>122,274.31</u>

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 2010			CAPITAL ONE AP CHECKING						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	1,755,962.78
	12/03/2019		147		6th GR TRIP	JE-14	1,518.00	0.00	1,757,480.78
	12/03/2019	1027600			COMMUNITY ED	CR-6	1,150.00	0.00	1,758,630.78
	12/04/2019				See Cash Disbursement Schedule 36	CD-36	0.00	1,074,385.97	684,244.81
	12/10/2019	1027612			HEALTH	CR-6	5,059.72	0.00	689,304.53
	12/11/2019				See Cash Disbursement Schedule 37	CD-37	0.00	147,172.83	542,131.70
	12/13/2019	1027625			LOST BOOK	CR-6	10.00	0.00	542,141.70
	12/13/2019	1027626			METAL RECYCLING	CR-6	11.40	0.00	542,153.10
	12/13/2019	1027627			DRIVERS ED	CR-6	17,640.00	0.00	559,793.10
	12/13/2019	1027628			REIMBURSEMENT / CLYDE& CO / INSURANCE RECOVERY	CR-6	750.00	0.00	560,543.10
	12/16/2019	1027621			Funding Warrant #37	CR-6	147,172.83	0.00	707,715.93
	12/18/2019				See Cash Disbursement Schedule 39	CD-39	0.00	478,286.62	229,429.31
	12/19/2019	1027637			HEALTH	CR-6	1,202.10	0.00	230,631.41
	12/19/2019	1027638			DONATIONS	CR-6	185.00	0.00	230,816.41
	12/19/2019	1027643			Funding Warrant #39	CR-6	478,286.62	0.00	709,103.03
	12/20/2019	145			NSF Check	JE-14	0.00	400.00	708,703.03
Grand Totals:							652,985.67	1,700,245.42	708,703.03

Rocky Point Union Free School District
Treasurer's Report
General Fund - Investment A2011
As of December 31, 2019

Reconciled Balance as of:	11/30/2019		2,851,468.19
Receipts:			
	Interest Revenue	<u>604.63</u>	604.63
Disbursements:			<u>0.00</u>
Total available balance per General Ledger as of:	12/31/2019		<u><u>2,852,072.82</u></u>
Bank Balance as of:	12/31/2019		<u><u>2,852,072.82</u></u>

Prepared by: Linda Bilski
Date: 1/8/2020

Reviewed by: Virginia H. Masay
Date: 1/8/2020



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

A2011

November 30, 2019 through December 31, 2019

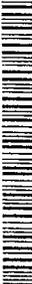
Account Number: (

Customer Service Information

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

00051631 WBS 802 211 00120 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

	Number	Market Value/Amount	Shares
Opening Ledger Balance		\$2,851,468.19	
Deposits and Credits	1	\$604.63	
Withdrawals and Debits	0	\$0.00	
Checks Paid	0	\$0.00	
Ending Ledger Balance		\$2,852,072.82	
Average Ledger Balance	\$2,851,487	Annual Percentage Yield Earned	0.25%
Interest Credited This Period	\$604.63	Interest Credited Year-to-Date	\$16,831.40
Interest Rate(s):	12/01 to 12/31 at 0.25%		

Deposits and Credits

Ledger Date	Description	Amount
12/31	Interest Payment	\$604.63
Total		\$604.63

Daily Balance

Date	Ledger Balance	Date	Ledger Balance
12/31	\$2,852,072.82		

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.

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 2011			CHASE GENERAL FUND MM						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	2,851,468.19
	12/31/2019	1027654			Interest Revenue	CR-6	604.63	0.00	2,852,072.82
Grand Totals:							604.63	0.00	2,852,072.82

Rocky Point Union Free School District
Treasurer's Report
Federal Fund Checking - F205
As of December 31, 2019

Reconciled Balance as of:	11/30/2019		74,160.12
Receipts:			
	Interfund Transfer	<u>100,000.00</u>	100,000.00
Disbursements:			
	Cash Disbursements	<u>31,184.00</u>	<u>(31,184.00)</u>
Total available balance per General Ledger as of:	12/31/2019		<u>142,976.12</u>
Bank Balance as of:	12/31/2019		155,783.12
Less:	Outstanding Checks		<u>(12,807.00)</u>
Adjusted Bank Balance as of:	12/31/2019		<u>142,976.12</u> 0.00

Prepared by: Linda Bielki
Date: 1/8/2020

Reviewed by: Virginia Hooley
Date: 1/8/2020

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking (ROCKY POINT UFSD	
Previous Balance 11/30/19	\$96,595.60	Number of Days in Cycle	31
1 Deposits/Credits	\$100,000.00	Minimum Balance This Cycle	\$64,793.12
8 Checks/Debits	(\$40,812.48)	Average Collected Balance	\$119,082.79
Service Charges	\$0.00		
Ending Balance 12/31/19	\$155,783.12		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking (ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/03	Check 4531		\$1,999.50	\$94,596.10
12/03	Check 4530		\$1,000.00	\$93,596.10
12/05	Check 4529		\$10,600.00	\$82,996.10
12/06	Check 4532		\$2,935.98	\$80,060.12
12/09	Check 4533		\$5,900.00	\$74,160.12
12/09	Check 4534		\$3,482.00	\$70,678.12
12/10	Check 4535		\$5,885.00	\$64,793.12
12/16	Book transfer credit FROM ...5277	\$100,000.00		\$164,793.12
12/20	Check 4536		\$9,010.00	\$155,783.12
Total		\$100,000.00	\$40,812.48	

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
4529	12/05	\$10,600.00	4532	12/06	\$2,935.98	4535	12/10	\$5,885.00
4530	12/03	\$1,000.00	4533	12/09	\$5,900.00	4536	12/20	\$9,010.00
4531	12/03	\$1,999.50	4534	12/09	\$3,482.00			

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 12/31/2019



Account: Capital One Federal Checking
Cash Account(s): F 205

Ending Bank Balance:		155,783.12
Outstanding Checks (See listing below):	-	12,807.00
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance: 142,976.12

Cash Account Balance: 142,976.12

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
12/17/2019	4537	SUFFOLK COUNTY DEPT. OF HEALTH	2,207.00
12/17/2019	4538	TRINITY EVANGELICAL LUTHERAN	10,600.00
Outstanding Check Total:			12,807.00

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
F 205			CAPITAL ONE CHECKING						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	74,160.12
	12/04/2019				See Cash Disbursement Schedule 11	CD-11	0.00	9,367.00	64,793.12
	12/16/2019	137			Interfund Transfer	JE-14	100,000.00	0.00	164,793.12
	12/18/2019				See Cash Disbursement Schedule 12	CD-12	0.00	21,817.00	142,976.12
Grand Totals:							100,000.00	31,184.00	142,976.12

Rocky Point Union Free School District
Treasurer's Report
Capital Fund Checking - H205
As of December 31, 2019

Reconciled Balance as of:	11/30/2019	1,215,497.11
Receipts:		0.00
Disbursements:		
Cash Disbursements	<u>604,165.50</u>	<u>(604,165.50)</u>
Total available balance per General Ledger as of:	12/31/2019	<u>611,331.61</u>
Bank Balance as of:	12/31/2019	1,236,302.11
Less: Outstanding Checks		<u>(624,970.50)</u>
Adjusted Bank Balance as of:	12/31/2019	<u>611,331.61</u> 0.00

Prepared by: Linda Bilski
Date: 1/8/2020

Reviewed by: Virginia H. Conway
Date: 1/8/2020

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 11/30/19	\$1,236,302.11	Number of Days in Cycle	31
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$1,236,302.11
0 Checks/Debits	\$0.00	Average Collected Balance	\$1,236,302.11
Service Charges	\$0.00		
Ending Balance 12/31/19	\$1,236,302.11		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/01				\$1,236,302.11
	No Account Activity this Statement Period			
12/31				\$1,236,302.11
Total		\$0.00	\$0.00	
No Items Processed				

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 12/31/2019



Account: Capital One Capital Checking
Cash Account(s): H 205

Ending Bank Balance:		1,236,302.11
Outstanding Checks (See listing below):	-	624,970.50
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	611,331.61
Cash Account Balance:	611,331.61

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
10/28/2019	1079	THE PATRIOT ORGANIZATION INC	20,805.00
12/10/2019	1083	PARK LINE ASPHALT MAINTENANCE	572,958.00
12/10/2019	1084	PREFERRED CONSTRUCTION, INCORP	31,207.50
Outstanding Check Total:			624,970.50

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
H 205			CAPITAL ONE CHECKING						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	1,215,497.11
	12/11/2019				See Cash Disbursement Schedule 12	CD-12	0.00	604,165.50	611,331.61
Grand Totals:							0.00	604,165.50	611,331.61

Rocky Point Union Free School District
Treasurer's Report
Trust and Agency Checking - T204
As of December 31, 2019

Reconciled Balance as of:	11/30/2019		460,757.88
Receipts:			
	Community Education	120.00	
	Replace NSF Check	20.00	
	Field Trips	4,182.00	
	Payroll Deductions	<u>3,568,656.31</u>	
			3,572,978.31
Disbursements:			
	Deposit Bank Debit	14.00	
	NSF Check	60.00	
	ERS	17,358.16	
	Cash Disbursements	<u>3,405,496.38</u>	
			<u>(3,422,928.54)</u>
Total available balance per General Ledger as of:	12/31/2019		<u><u>610,807.65</u></u>
Bank Balance as of:	12/31/2019		662,267.29
Less:	Outstanding Checks		<u>(51,459.64)</u>
Adjusted Bank Balance as of :	12/31/2019		<u><u>610,807.65</u></u>

Prepared by:
Date:

Linda Belski
1/8/2020

Reviewed by:
Date:

Virginia Hollaway
1/8/2020

T204

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 11/30/19	\$535,124.96	Number of Days in Cycle	31
19 Deposits/Credits	\$1,433,523.70	Minimum Balance This Cycle	\$462,499.22
45 Checks/Debits	(\$1,306,381.37)	Average Collected Balance	\$791,320.84
Service Charges	\$0.00		
Ending Balance 12/31/19	\$662,267.29		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/03	Customer Deposit	\$362.00		\$535,486.96
12/03	Customer Deposit	\$350.00		\$535,836.96
12/03	Customer Deposit	\$294.00		\$536,130.96
12/03	Customer Deposit	\$210.00		\$536,340.96
12/03	Customer Deposit	\$42.00		\$536,382.96
12/03	V Vault Customer Deposit	\$42.00		\$536,424.96
12/03	Deposit correction debit		\$14.00	\$536,410.96
12/03	Check 12134		\$3,472.25	\$532,938.71
12/04	Check 12139		\$2,129.14	\$530,809.57
12/05	Check 12142		\$4,875.86	\$525,933.71
12/05	Check 12136		\$3,472.25	\$522,461.46
12/05	Check 12141		\$555.00	\$521,906.46
12/05	Check 12137		\$419.77	\$521,486.69
12/06	Chargeback NSF 1st 120319		\$14.00	\$521,472.69
12/06	Check 12138		\$40,879.50	\$480,593.19
12/06	Check 12143		\$16,585.00	\$464,008.19
12/06	Check 12140		\$1,272.63	\$462,735.56
12/06	Check 12135		\$236.34	\$462,499.22
12/10	Book transfer credit FROM ...5277	\$756,265.09		\$1,218,764.31

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 12/31/2019



Account: Capital One Trust & Agency Checking
Cash Account(s): T 204

Ending Bank Balance:		662,267.29
Outstanding Checks (See listing below):	-	51,459.64
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	610,807.65
Cash Account Balance:	610,807.65

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
09/03/2019	12053	LAURA DYROFF	35.00
09/03/2019	12055	ELENA GRAHAM	35.00
12/10/2019	12152	SHERIFF OF SUFFOLK COUNTY	222.44
12/18/2019	12163	SHERIFF OF SUFFOLK COUNTY	230.06
12/20/2019	12165	N.Y.S.TEACHERS RETIRE.SYS	27,201.00
12/20/2019	12167	NYSUT MEMBER BENEFITS TRUST	1,272.63
12/20/2019	12168	ROCKY POINT ADMIN ASSOCIATION	555.00
12/20/2019	12169	ROCKY POINT SCH REL PERS	4,872.90
12/20/2019	12170	ROCKY PT.TEACH.ASSOC.	16,585.00
12/20/2019	12171	SHERIFF OF SUFFOLK COUNTY	229.36
12/20/2019	12172	VOTE COPE	221.25
Outstanding Check Total:			51,459.64

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
T 204			CAPITAL ONE TRUST & AGENCY						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	460,757.88
	12/03/2019		150		Deposit Bank Debit	JE-14	0.00	14.00	460,743.88
	12/06/2019		135		NSF Check	JE-14	0.00	14.00	460,729.88
	12/06/2019		144		COMMUNITY ED	JE-14	120.00	0.00	460,849.88
	12/06/2019		1027602		FIELD TRIP - MUSEUM OF MODERN ART	CR-6	1,320.00	0.00	462,169.88
	12/06/2019		1027603		SUFF CO FARM TRIP	CR-6	14.00	0.00	462,183.88
	12/06/2019		1027604		7TH GR FIELD TRIP	CR-6	130.00	0.00	462,313.88
	12/10/2019		1027607		Trust & Agency Deductions 12/13/19	CR-6	756,265.09	0.00	1,218,578.97
	12/11/2019				See Cash Disbursement Schedule 28	CD-28	0.00	11,213.24	1,207,365.73
	12/13/2019		128		FICA & MED & T&A DEDUCTIONS	JE-13	1,108,787.40	0.00	2,316,153.13
	12/13/2019		1027622		REPLACE BOUNCED CHECK / RETH	CR-6	20.00	0.00	2,316,173.13
	12/13/2019		1027623		MUSEUM O FMODERN ART FIELD TRIP	CR-6	297.00	0.00	2,316,470.13
	12/13/2019		1027624		MOMA TRIP	CR-6	33.00	0.00	2,316,503.13
	12/16/2019		141		ERS November 2019	JE-14	0.00	17,358.16	2,299,144.97
	12/18/2019				See Cash Disbursement Schedule 30	CD-30	0.00	7,838.25	2,291,306.72
	12/18/2019				See Cash Disbursement Schedule 31	CD-31	0.00	0.00	2,291,306.72
	12/19/2019		1027639		SC FARM TRIP	CR-6	14.00	0.00	2,291,320.72
	12/19/2019		1027640		7TH GR TRIP	CR-6	52.00	0.00	2,291,372.72
	12/19/2019		1027641		6TH GR TRIP	CR-6	2,294.00	0.00	2,293,666.72
	12/19/2019		1027642		SC FARM	CR-6	28.00	0.00	2,293,694.72
	12/19/2019		1027644		Trust & Agency Deductions 12/27/19	CR-6	671,636.61	0.00	2,965,331.33
	12/23/2019		146		Bounced Check	JE-14	0.00	46.00	2,965,285.33
	12/27/2019		139		FICA & MED & T&A DEDUCTIONS	JE-13	1,031,967.21	0.00	3,997,252.54
	12/31/2019				See Cash Disbursement Schedule 29	CD-29	0.00	1,760,649.67	2,236,602.87
	12/31/2019				See Cash Disbursement Schedule 33	CD-33	0.00	1,625,795.22	610,807.65
Grand Totals:							3,572,978.31	3,422,928.54	610,807.65

Rocky Point Union Free School District
Treasurer's Report
Net Payroll Checking - T205
As of December 31, 2019

Reconciled Balance as of:	11/30/2019		49,900.15
Receipts:			
	Funding Transfer	<u>2,140,754.61</u>	2,140,754.61
Disbursements:			
	Disburse Net Payroll	<u>2,140,754.61</u>	<u>(2,140,754.61)</u>
Total available balance per General Ledger as of:	12/31/2019		<u>49,900.15</u>
Bank Balance as of:	12/31/2019		74,583.08
Less:	Outstanding Checks		<u>(24,682.93)</u>
Adjusted Bank Balance as of:	12/31/2019		<u>49,900.15</u> <u>(0.00)</u>

Prepared by: Linda Bilaki
Date: 1/8/2020

Reviewed by: Virginia McMoray
Date: 1/8/2020

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 11/30/19	\$129,580.35	Number of Days in Cycle	31
2 Deposits/Credits	\$2,140,754.61	Minimum Balance This Cycle	\$56,596.39
103 Checks/Debits	(\$2,195,751.88)	Average Collected Balance	\$452,000.05
Service Charges	\$0.00		
Ending Balance 12/31/19	\$74,583.08		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking			ROCKY POINT UFSD	
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/02	Check 99121		\$2,766.07	\$126,814.28
12/02	Check 99116		\$2,366.95	\$124,447.33
12/02	Check 99133		\$2,246.44	\$122,200.89
12/02	Check 99135		\$2,157.60	\$120,043.29
12/02	Check 99117		\$1,918.95	\$118,124.34
12/02	Check 99126		\$1,614.27	\$116,510.07
12/02	Check 99139		\$923.94	\$115,586.13
12/02	Check 99127		\$670.08	\$114,916.05
12/02	Check 99113		\$669.03	\$114,247.02
12/02	Check 99138		\$626.51	\$113,620.51
12/02	Check 99115		\$622.16	\$112,998.35
12/02	Check 99120		\$522.71	\$112,475.64
12/02	Check 99140		\$521.03	\$111,954.61
12/02	Check 99111		\$460.81	\$111,493.80
12/02	Check 99112		\$359.86	\$111,133.94
12/02	Check 99118		\$341.20	\$110,792.74
12/02	Check 99137		\$125.70	\$110,667.04
12/03	Check 99009		\$4,615.44	\$106,051.60
12/03	Check 99122		\$1,672.00	\$104,379.60

Thank you for banking with us.

ROCKY POINT UFSD
OUTSTANDING CHECK LIST
AS OF DECEMBER 31, 2019

Check #	Check Date	Check Amt.
98727	06/26/2019	30.29
99023	10/18/2019	4,718.23
99030	10/21/2019	178.70
99050	11/01/2019	1,475.20
99052	11/01/2019	1,590.61
99105	11/15/2019	706.82
99129	11/29/2019	1,475.20
99144	11/29/2019	514.44
99168	12/13/2019	1,475.20
99183	12/13/2019	381.94
99188	12/18/2019	705.81
99190	12/27/2019	460.81
99192	12/27/2019	669.03
99204	12/27/2019	1,611.31
99207	12/27/2019	1,598.51
99209	12/27/2019	3,452.09
99210	12/27/2019	2,246.44
99219	12/27/2019	548.36
99220	12/27/2019	843.94
		24,682.93

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
T 205			CAPITAL ONE NET PAYROLL						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	49,900.15
	12/10/2019	1027608			Funding Net Payroll 12/13/19	CR-6	1,108,787.40	0.00	1,158,687.55
	12/13/2019		128		FICA & MED & T&A DEDUCTIONS	JE-13	0.00	1,108,787.40	49,900.15
	12/19/2019	1027645			Funding Net Payroll 12/27/19	CR-6	1,031,967.21	0.00	1,081,867.36
	12/27/2019		139		FICA & MED & T&A DEDUCTIONS	JE-13	0.00	1,031,967.21	49,900.15
Grand Totals:							2,140,754.61	2,140,754.61	49,900.15

Rocky Point Union Free School District
Treasurer's Report
Scholarship Fund Checking - U200
As of December 31, 2019

Reconciled Balance as of:	11/30/2019	46,832.57
Receipts:		0.00
Disbursements:		<u>0.00</u>
Total available balance per General Ledger as of:	12/31/2019	<u>46,832.57</u>
Bank Balance as of:	12/31/2019	47,332.57
Less:	Outstanding Checks	<u>(500.00)</u>
Adjusted Bank Balance as of:	12/31/2019	<u>46,832.57</u>

Prepared by: Lydia Bilski
Date: 1/8/2020

Reviewed by: Virginia H. Murray
Date: 1/8/2020

U200

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

<u>Govt Banking Blended Chking</u>			<u>ROCKY POINT UFSD</u>	
Previous Balance 11/30/19	\$47,332.57		Number of Days in Cycle	31
0 Deposits/Credits	\$0.00		Minimum Balance This Cycle	\$47,332.57
0 Checks/Debits	\$0.00		Average Collected Balance	\$47,332.57
Service Charges	\$0.00			
Ending Balance 12/31/19	\$47,332.57			

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

<u>Govt Banking Blended Chking</u>		<u>ROCKY POINT UFSD</u>		
<u>Date</u>	<u>Description</u>	<u>Deposits/Credits</u>	<u>Withdrawals/Debits</u>	<u>Resulting Balance</u>
12/01				\$47,332.57
	No Account Activity this Statement Period			
12/31				\$47,332.57
Total		\$0.00	\$0.00	
No Items Processed				

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 12/31/2019



Account: Capital One Scholarship Checking
Cash Account(s): U 200

Ending Bank Balance:		47,332.57
Outstanding Checks (See listing below):	-	500.00
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:		46,832.57
Cash Account Balance:		46,832.57

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/19/2019	359	MICHAEL GUNNING	500.00
Outstanding Check Total:			500.00

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
U 200			CASH IN CHECKING		BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	46,832.57
Grand Totals:							0.00	0.00	46,832.57

Rocky Point Union Free School District
Treasurer's Report
Debt Service Fund Checking - V200
As of December 31, 2019

Reconciled Balance as of:	11/30/2019		212,231.18
Receipts:			
	Funding Transfer	<u>251,546.88</u>	251,546.88
Disbursements:			
	Bond Interest	<u>303,921.88</u>	<u>(303,921.88)</u>
Total available balance per General Ledger as of:	12/31/2019		<u>159,856.18</u>
Bank Balance as of:	12/31/2019		<u>159,856.18</u>

Prepared by: Linda Bilski
Date: 1/8/2020

Reviewed by: Virginia Hallway
Date: 1/8/2020

V200

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 DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 11/30/19	\$212,231.18	Number of Days in Cycle	31
1 Deposits/Credits	\$251,546.88	Minimum Balance This Cycle	\$159,856.18
2 Checks/Debits	(\$303,921.88)	Average Collected Balance	\$218,346.60
Service Charges	\$0.00		
Ending Balance 12/31/19	\$159,856.18		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/02	ACH Withdrawal DEPOSITORY TRUST CONS COLL 120219 ROCKY POINT SD NY 50882850		\$52,375.00	\$159,856.18
12/09	Book transfer credit FROM ...5277	\$251,546.88		\$411,403.06
12/16	ACH Withdrawal DEPOSITORY TRUST CONS COLL 121619 ROCKY POINT SD NY 50882850		\$251,546.88	\$159,856.18
Total		\$251,546.88	\$303,921.88	

Thank you for banking with us.

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
V 200			CASH						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	212,231.18
	12/02/2019	148			Bond Interest Payment due 12/1	JE-14	0.00	52,375.00	159,856.18
	12/09/2019	130			Funding Transfer Debt Service Interest Payment	JE-14	251,546.88	0.00	411,403.06
	12/15/2019	131			Debt Service Interest Payment 12/15	JE-14	0.00	251,546.88	159,856.18
Grand Totals:							251,546.88	303,921.88	159,856.18

Rocky Point Union Free School District
Treasurer's Report
Extra Class Checking - X201
As of December 31, 2019

Reconciled Balance as of: 11/30/2019 58,784.72

Receipts:

Skills USA Field Trip Limo	100.00	
Varsity Club Wall of Honor FR	134.00	
Varsity Club Poinsettia Sale FR	538.00	
MS Yearbook Sales	<u>1,330.00</u>	
		2,102.00

Disbursements:

NSF Check	35.00	
Cash Disbursements	<u>7,016.89</u>	
		<u>7,051.89</u>

Total available balance per General Ledger as of: 12/31/2019 53,834.83

Bank Balance as of: 12/31/2019 53,834.83

Prepared by: Linda Bielcki
Date: 1/8/2020

Reviewed by: Virginia Holloway
Date: 1/8/2020

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.

ACCOUNT SUMMARY FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 11/30/19	\$59,063.64	Number of Days in Cycle	31
4 Deposits/Credits	\$2,102.00	Minimum Balance This Cycle	\$53,834.83
14 Checks/Debits	(\$7,330.81)	Average Collected Balance	\$53,534.14
Service Charges	\$0.00		
Ending Balance 12/31/19	\$53,834.83		

ACCOUNT DETAIL FOR PERIOD DECEMBER 01, 2019 - DECEMBER 31, 2019

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
12/06	Customer Deposit	\$1,330.00		\$60,393.64
12/06	V Vault Customer Deposit	\$134.00		\$60,527.64
12/06	V Vault Customer Deposit	\$100.00		\$60,627.64
12/06	Check 11304		\$278.90	\$60,348.74
12/06	Check 11299		\$150.00	\$60,198.74
12/10	Check 11305		\$4,550.00	\$55,648.74
12/10	Check 11307		\$100.00	\$55,548.74
12/11	Customer Deposit	\$538.00		\$56,086.74
12/11	Chargeback NSF 1st 120619		\$35.00	\$56,051.74
12/11	Check 11308		\$687.06	\$55,364.68
12/13	Check 11310		\$188.19	\$55,176.49
12/16	Check 11306		\$95.99	\$55,080.50
12/16	Check 11302		\$77.58	\$55,002.92
12/17	Check 11312		\$501.75	\$54,501.17
12/17	Check 11309		\$290.00	\$54,211.17
12/18	Check 11311		\$325.00	\$53,886.17
12/20	Check 11303		\$22.84	\$53,863.33
12/23	Check 11298		\$28.50	\$53,834.83
Total		\$2,102.00	\$7,330.81	

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 12/31/2019



Account: **Capital One Extra Class Checking**
Cash Account(s): X 201

Ending Bank Balance:		53,834.83
Outstanding Checks (See listing below):	-	0.00
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance: 53,834.83

Cash Account Balance: 53,834.83

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
Outstanding Check Total:			0.00

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
X 201			CAPITAL ONE CHECKING						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	58,784.72
	12/06/2019	1027647			MS Yearbook Sales	CR-6	1,330.00	0.00	60,114.72
	12/06/2019	1027648			Varsity Club Wall of Honor	CR-6	134.00	0.00	60,248.72
	12/06/2019	1027649			Skills USA Field Trip Limo	CR-6	100.00	0.00	60,348.72
	12/11/2019	136			NSF Check	JE-14	0.00	35.00	60,313.72
	12/11/2019	1027650			Varsity Club Poinsettia Sale	CR-6	538.00	0.00	60,851.72
	12/31/2019				See Cash Disbursement Schedule 13	CD-13	0.00	6,001.95	54,849.77
	12/31/2019				See Cash Disbursement Schedule 14	CD-14	0.00	1,014.94	53,834.83
Grand Totals:							2,102.00	7,051.89	53,834.83

**CASH REPORT
FOR THE MONTH ENDED
December 31, 2019**

GENERAL FUND

A210	Petty Cash	\$	600.00
A2008	Capital One Investment	\$	1,904,991.63
A2010	Capital One AP Checking	\$	708,703.03
A2011	JP Morgan Chase-Money Market	\$	<u>2,852,072.82</u>
Total General Fund:		\$	<u>5,466,367.48</u>

SCHOOL LUNCH FUND

C207	Capital One Lunch Fund Checking	\$	-
C208	JP Morgan Chase-Lunch ACH	\$	-
Total School Lunch Fund:		\$	<u>-</u>

SPECIAL AID FUND

F205	Capital One Federal Checking	\$	142,976.12
Total Special Aid Fund:		\$	<u>142,976.12</u>

CAPITAL FUND

H205	Capital One - Checking	\$	611,331.61
Total Capital Fund:		\$	<u>611,331.61</u>

TRUST & AGENCY FUND

T204	Capital One - Checking	\$	610,807.65
T205	Capital One - Net Payroll Checking	\$	49,900.15
Total Trust & Agency Fund:		\$	<u>660,707.80</u>

SCHOLARSHIP FUND

U200	Capital One - Checking	\$	46,832.57
Total Scholarship Fund		\$	<u>46,832.57</u>

DEBT SERVICE FUND

V200	Capital One - Money Market	\$	159,856.18
Total Debt Service Fund		\$	<u>159,856.18</u>

EXTRA CLASS FUND

X201	Capital One - Checking	\$	53,834.83
Total Extra Class Fund		\$	<u>53,834.83</u>

Total All Funds:		\$	<u>7,141,906.59</u>
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**ROCKY POINT UNION FREE SCHOOL DISTRICT
FOR THE MONTH ENDED DECEMBER 2019**

GENERAL FUND

ROCKY POINT UFSD



Trial Balance Report From 7/1/2019 - 12/31/2019

Account	Description	Debits	Credits
A 2008	CAPITAL ONE INVESTMENT	1,904,991.63	0.00
A 2010	CAPITAL ONE AP CHECKING	708,703.03	0.00
A 2011	CHASE GENERAL FUND MM	2,852,072.82	0.00
A 210	PETTY CASH	600.00	0.00
A 380	ACCOUNTS RECEIVABLE	88,487.88	0.00
A 391	DUE FROM FEDERAL FUND	287,150.86	0.00
A 3911	DUE FROM TRUST AND AGENCY	571,773.09	0.00
A 3912	DUE FROM SCHOOL LUNCH	285,391.21	0.00
A 3917	DUE FROM DEBT SERVICE	25,560.56	0.00
A 4805	PREPAID INSURANCE	60,000.00	0.00
A 510	ESTIMATED REVENUES	82,263,045.49	0.00
A 521	ENCUMBRANCES	41,884,632.83	0.00
A 522	EXPENDITURES	28,280,941.86	0.00
A 599	APPROPRIATED FUND BALANCE	5,241,923.59	0.00
A 600	ACCOUNTS PAYABLE	0.00	148,442.69
A 620	TAX ANTICIP NOTES PAYABLE	0.00	4,500,000.00
A 630	DUE TO OTHER FUNDS	0.00	2,639.38
A 6301	DUE TO SCHOOL LUNCH FUND	0.00	44,275.86
A 6302	DUE TO CAPITAL FUND	0.00	999,247.52
A 6304	DUE TO TRUST AGENCY	0.00	1,518.00
A 6305	DUE TO DEBT SERVICE	0.00	1,883.27
A 632	DUE TO STATE TEACHERS' RETIREMENT	0.00	46,418.41
A 806	NONSPENDABLE FUND BALANCE	0.00	60,000.00
A 814	WORKER'S COMPENSATION RESERVE	0.00	1,277,572.70
A 815	UNEMPLOYMENT INSURANCE RESERVE	0.00	480,778.88
A 821	RESERVE FOR ENCUMBRANCES	0.00	41,884,632.83
A 825	ERS RESERVE	0.00	2,790,055.06
A 826	TRS SUB FUND RESERVE	0.00	604,009.00
A 861	PROPERTY LOSS RESERVE	0.00	54,021.00
A 862	LIABILITY LOSS RESERVE	0.00	54,021.00
A 867	RESERVE FOR EMPLOYEE BENEFITS	0.00	3,950,631.75
A 878	CAPITAL RESERVE	0.00	1,590,368.00
A 909	FUND BALANCE	0.00	758,586.19
A 910	APPROPRIATED FUND BALANCE	0.00	2,474,613.00
A 911	UNAPPROPRIATED FUND BALANCE	0.00	5,455,461.79
A 960	APPROPRIATIONS	0.00	87,504,969.08
A 980	REVENUES	0.00	9,771,129.44
A Fund Totals:		164,455,274.85	164,455,274.85
Grand Totals:		164,455,274.85	164,455,274.85

ROCKY POINT UFSD

Revenue Status Report From 7/1/2019 To 12/31/2019



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	REAL PROPERTY TAX	45,940,256.00	0.00	45,940,256.00	0.00	45,940,256.00
A 1085	STAR REIMBURSEMENT	6,500,000.00	0.00	6,500,000.00	0.00	6,500,000.00
A 1315	CONTINUING ED-SUMMER	10,000.00	0.00	10,000.00	19,141.00	-9,141.00
A 1315..A	CONTINUING ED-FALL	5,000.00	0.00	5,000.00	1,510.00	3,490.00
A 1315..B	CONTINUING ED-SPRING	15,000.00	0.00	15,000.00	0.00	15,000.00
A 1316	DRIVER EDUCATION-SUMMER	20,000.00	0.00	20,000.00	25,175.00	-5,175.00
A 1316..A	DRIVERS ED-FALL	25,000.00	0.00	25,000.00	23,600.00	1,400.00
A 1316..B	DRIVERS ED-SPRING	25,000.00	0.00	25,000.00	17,240.00	7,760.00
A 1489	OTHER CHARGES-PROM, YEARBOOK	69,000.00	0.00	69,000.00	0.00	69,000.00
A 2230	DAY SCHOOL TUITION FROM OTHER DISTRICTS	0.00	0.00	0.00	25,438.62	-25,438.62
A 2401	INTEREST AND EARNINGS	83,000.00	0.00	83,000.00	63,097.87	19,902.13
A 2655	MINOR SALES, OTHER	0.00	0.00	0.00	325.00	-325.00
A 2690	FINES - LOST BOOKS	0.00	0.00	0.00	129.00	-129.00
A 2703	PRIOR YEAR REFUNDS-OTHER (NOT TRANS)	283,000.00	0.00	283,000.00	69,885.06	213,114.94
A 2705	GIFTS AND DONATIONS	0.00	2,936.49	2,936.49	3,086.49	-150.00
A 2710	PREMIUM ON OBLIGATIONS	0.00	0.00	0.00	20,702.00	-20,702.00
A 2770	OTHER UNCLASSIFIED	0.00	0.00	0.00	39,134.31	-39,134.31
A 2772	E-RATE REVUENE	3,000.00	0.00	3,000.00	0.00	3,000.00
A 2801	INTERFUND REVENUE	0.00	0.00	0.00	23,000.00	-23,000.00
A 3101	GROSS STATE AID - BASIC	16,679,608.00	0.00	16,679,608.00	3,714,699.28	12,964,908.72
A 3101.E	STATE AID EXCESS COST	5,700,000.00	0.00	5,700,000.00	1,385,613.75	4,314,386.25
A 3102	STATE AID LOTTERY	4,500,000.00	0.00	4,500,000.00	4,161,745.19	338,254.81
A 3103	STATE AID BOCES	1,869,560.00	0.00	1,869,560.00	0.00	1,869,560.00
A 3260	STATE AID TEXTBOOKS	185,000.00	0.00	185,000.00	0.00	185,000.00
A 3262	STATE AID COMPUTER SOFTWARE	247,685.00	0.00	247,685.00	0.00	247,685.00
A 3263	STATE AID LIBRARY LOAN PROGRAM	25,000.00	0.00	25,000.00	0.00	25,000.00
A 4285	MEDICAID MANAGEMENT REIMBURSEMENT	75,000.00	0.00	75,000.00	177,606.87	-102,606.87
A Totals:		82,260,109.00	2,936.49	82,263,045.49	9,771,129.44	72,491,916.05
Grand Totals:		82,260,109.00	2,936.49	82,263,045.49	9,771,129.44	72,491,916.05

ROCKY POINT UFSD



Appropriation Status Summary Report By Function From 7/1/2019 To 12/31/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1010	BOARD OF EDUCATION *	12,800.00	0.00	12,800.00	8,372.91	50.00	4,377.09
1040	DISTRICT CLERK *	16,530.00	0.00	16,530.00	8,265.01	8,264.99	0.00
1060	DISTRICT MEETING *	11,010.00	0.00	11,010.00	3,825.23	0.00	7,184.77
1240	CHIEF SCHOOL ADMINISTRATOR *	413,989.00	0.00	413,989.00	159,275.55	155,557.26	99,156.19
1310	BUSINESS ADMINISTRATION *	758,257.00	28,843.64	787,100.64	336,068.74	425,590.32	25,441.58
1320	AUDITING *	83,000.00	8,600.00	91,600.00	33,000.00	52,100.00	6,500.00
1325	TREASURER *	10,000.00	0.00	10,000.00	5,725.00	0.00	4,275.00
1345	PURCHASING *	42,708.00	0.00	42,708.00	26,561.02	15,476.98	670.00
1380	FISCAL AGENT FEE *	9,000.00	0.00	9,000.00	6,500.00	2,500.00	0.00
1420	LEGAL *	80,000.00	0.00	80,000.00	25,108.00	54,892.00	0.00
1430	PERSONNEL *	655,980.78	0.00	655,980.78	240,164.71	269,812.11	146,003.96
1480	PUBLIC INFORMATION AND SERVICES *	42,300.00	0.00	42,300.00	4,722.31	37,577.69	0.00
1620	OPERATION OF PLANT *	4,480,673.00	323,380.45	4,804,053.45	2,140,422.03	2,076,415.49	587,215.93
1621	MAINTENANCE OF PLANT *	1,487,500.00	363,074.33	1,850,574.33	510,625.28	685,401.05	654,548.00
1670	CENTRAL PRINTING AND MAILING *	71,000.00	7,000.00	78,000.00	52,422.45	24,577.55	1,000.00
1680	CENTRAL DATA PROCESSING *	854,722.00	0.00	854,722.00	337,548.89	517,173.11	0.00
1910	UNALLOCATED INSURANCE *	529,725.00	62,000.00	591,725.00	588,121.56	3,603.01	0.43
1981	ADMINISTRATIVE CHARGE-BOCES *	325,000.00	0.00	325,000.00	135,217.50	189,782.50	0.00
2010	CURRICULUM DEVELOPMENT AND SUPERVISION *	375,205.00	5,049.77	380,254.77	155,302.95	204,565.54	20,386.28
2020	SUPERVISION - ADMINISTRATION *	2,283,760.00	1,647.44	2,285,407.44	999,229.03	1,111,352.92	174,825.49
2060	RESEARCH, PLANNING AND EVALUATION *	45,000.00	0.00	45,000.00	2,205.00	0.00	42,795.00
2070	INSERVICE TRAINING - INSTRUCTION *	25,600.00	0.00	25,600.00	9,726.38	9,300.00	6,573.62
2110	TEACHING - REGULAR SCHOOL *	24,204,673.29	-158,738.08	24,045,935.21	7,998,693.46	13,432,206.57	2,615,035.18
2138	MUSIC & FINE ARTS *	84,308.00	2,503.24	86,811.24	35,970.47	20,354.99	30,485.78
2250	PROGRAMS FOR HANDICAPPED CHILDREN *	13,833,384.72	486.00	13,833,870.72	4,364,062.45	8,586,980.04	882,828.23
2280	OCCUPATIONAL EDUCATION *	1,417,400.00	0.00	1,417,400.00	412,767.51	1,001,181.00	3,451.49
2330	COMMUNITY EDUCATION *	793,800.00	0.00	793,800.00	114,986.81	593,783.04	85,030.15
2610	SCHOOL LIBRARY AND AUDIOVISUAL *	657,634.00	1,253.82	658,887.82	212,661.32	353,633.03	92,593.47
2620	EDUCATIONAL TELEVISION *	900.00	0.00	900.00	99.06	800.94	0.00
2630	COMPUTER ASSISTED INSTRUCTION *	334,649.00	3,768.30	338,417.30	69,398.81	63,844.58	205,173.91
2805	ATTENDANCE - REGULAR SCHOOL *	44,755.00	0.00	44,755.00	21,225.49	17,377.51	6,152.00
2810	GUIDANCE - REGULAR SCHOOL *	1,263,460.00	117,808.45	1,381,268.45	550,034.93	790,388.45	40,845.07

ROCKY POINT UFSD



Appropriation Status Summary Report By Function From 7/1/2019 To 12/31/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2815	HEALTH SERVICES - REGULAR SCHOOL *	503,090.80	0.00	503,090.80	160,185.72	307,071.14	35,833.94
2820	PSYCHOLOGICAL SERVICES - REGULAR SCHOOL *	246,991.00	0.00	246,991.00	78,653.39	164,797.61	3,540.00
2825	SOCIAL WORK SERVICES - REGULAR SCHOOL *	708,312.81	12,078.19	720,391.00	177,721.42	542,669.58	0.00
2850	CO-CURRICULAR ACTIVITIES - REG. SCHOOL *	396,600.00	664.15	397,264.15	169,017.50	10,023.89	218,222.76
2855	INTERSCHOLASTIC ATHLETICS - REG. SCHOOL *	956,013.00	15,559.02	971,572.02	407,338.13	208,141.94	356,091.95
5510	DISTRICT TRANSPORTATION SERVICES *	89,795.00	-33,456.04	56,338.96	33,815.65	19,915.23	2,608.08
5540	CONTRACT TRANSPORTATION *	5,353,920.00	0.00	5,353,920.00	1,103,027.88	4,232,410.13	18,481.99
9010	NYS EMPLOYEES RETIREMENT *	885,724.00	0.00	885,724.00	683,428.77	0.00	202,295.23
9020	NYS TEACHERS RETIREMENT *	2,982,000.00	0.00	2,982,000.00	0.00	0.00	2,982,000.00
9030	SOCIAL SECURITY *	3,055,100.00	0.00	3,055,100.00	1,061,193.77	0.00	1,993,906.23
9040	WORKERS' COMPENSATION *	600,000.00	0.00	600,000.00	150,442.41	224,174.68	225,382.91
9045	LIFE INSURANCE *	48,000.00	0.00	48,000.00	13,951.75	17,353.88	16,694.37
9050	UNEMPLOYMENT INSURANCE *	50,000.00	0.00	50,000.00	8,625.11	40,674.89	700.00
9060	HEALTH INSURANCE *	11,626,332.00	0.00	11,626,332.00	4,361,308.62	5,426,357.19	1,838,666.19
9760	TAX ANTICIPATION NOTES *	95,000.00	0.00	95,000.00	0.00	0.00	95,000.00
9901	TRANSFER TO SPECIAL AID *	3,897,844.00	0.00	3,897,844.00	303,921.88	0.00	3,593,922.12
Fund ATotals:		86,743,446.40	761,522.68	87,504,969.08	28,280,941.86	41,898,132.83	17,325,894.39
Grand Totals:		86,743,446.40	761,522.68	87,504,969.08	28,280,941.86	41,898,132.83	17,325,894.39

**ROCKY POINT UNION FREE SCHOOL DISTRICT
FOR THE MONTH ENDED DECEMBER 2019**

FEDERAL FUND

ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 12/31/2019



Account	Description	Debits	Credits
F 205	CAPITAL ONE CHECKING	142,976.12	0.00
F 410	STATE AND FEDERAL AID REC	43,001.62	0.00
F 510	ESTIMATED REVENUES	1,035,645.34	0.00
F 521	ENCUMBRANCES	515,978.21	0.00
F 522	EXPENDITURES	435,575.52	0.00
F 630	DUE TO GENERAL FUND	0.00	287,150.66
F 691	DEFERRED REVENUES	0.00	3,277.60
F 821	RESERVE FOR ENCUMBRANCES	0.00	515,978.21
F 960	APPROPRIATIONS	0.00	1,035,645.34
F 980	REVENUES	0.00	331,125.00
F Fund Totals:		2,173,176.81	2,173,176.81
Grand Totals:		2,173,176.81	2,173,176.81

ROCKY POINT UFSD

Revenue Status Report From 7/1/2019 To 12/31/2019



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>F 3289.DEA.F</u>	Schools for Blind & Deaf Students	16,019.79	0.00	16,019.79	0.00	16,019.79
<u>F 3289.SSH.19</u>	REVENUE-SUMMER HCP 2019	0.20	0.00	0.20	0.00	0.20
<u>F 3289.UPK.19</u>	UPK REVENUE 2019	1,036.00	0.00	1,036.00	0.00	1,036.00
<u>F 3289.UPK.20</u>	UPK REVENUE 2020	197,136.00	0.00	197,136.00	98,568.00	98,568.00
<u>F 4126.TLI.18</u>	REVENUE TITLE I	6,248.63	0.00	6,248.63	0.00	6,248.63
<u>F 4126.TLI.19</u>	REVENUE TITLE I	-256,860.50	259,018.00	2,157.50	0.00	2,157.50
<u>F 4126.TLI.20</u>	REVENUE TITLE I	0.00	0.00	0.00	49,305.00	-49,305.00
<u>F 4256.PRE.20</u>	REVENUE PRE	43,829.00	0.00	43,829.00	8,765.00	35,064.00
<u>F 4256.PTB.19</u>	PTB REVENUE	5,958.64	0.00	5,958.64	0.00	5,958.64
<u>F 4256.PTB.20</u>	PTB REVENUE	699,174.00	14,344.00	713,518.00	139,834.00	573,684.00
<u>F 4289.ELL.19</u>	REVENUE ELL	3,712.50	0.00	3,712.50	0.00	3,712.50
<u>F 4289.ELL.20</u>	REVENUE ELL	17,135.00	0.00	17,135.00	3,427.00	13,708.00
<u>F 4289.IMM.18</u>	REVENUE IMMIGRANT STUDENTS	21,100.47	0.00	21,100.47	0.00	21,100.47
<u>F 4289.IMM.19</u>	REVENUE IMMIGRANT STUDENTS	20,141.60	0.00	20,141.60	14,997.00	5,144.60
<u>F 4289.LEP.18</u>	REVENUE TLEP	4,081.00	0.00	4,081.00	0.00	4,081.00
<u>F 4289.SAE.20</u>	REVENUE SAE 20	0.00	0.00	0.00	3,847.00	-3,847.00
<u>F 4289.TII.19</u>	REVENUE TITLE IIA	-409.00	0.00	-409.00	0.00	-409.00
<u>F 4289.TII.20</u>	REVENUE TITLE IIA	0.00	0.00	0.00	12,382.00	-12,382.00
<u>F 4289.TLI.19</u>	REVENUE TITLE IA	259,018.00	-259,018.00	0.00	0.00	0.00
<u>F 5031</u>	INTERFUND TRANSFERS	-16,019.99	0.00	-16,019.99	0.00	-16,019.99
F Totals:		1,021,301.34	14,344.00	1,035,645.34	331,125.00	704,520.34
Grand Totals:		1,021,301.34	14,344.00	1,035,645.34	331,125.00	704,520.34

ROCKY POINT UFSD



Appropriation Status Summary Report By Function From 7/1/2019 To 12/31/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2110	*	254,000.50	18,339.20	272,339.70	85,004.10	139,359.60	47,976.00
2250	*	748,961.64	14,344.00	763,305.64	350,571.42	376,618.61	36,115.61
	Fund FTotals:	1,002,962.14	32,683.20	1,035,645.34	435,575.52	515,978.21	84,091.61
	Grand Totals:	1,002,962.14	32,683.20	1,035,645.34	435,575.52	515,978.21	84,091.61

**ROCKY POINT UNION FREE SCHOOL DISTRICT
FOR THE MONTH ENDED DECEMBER 2019**

CAPITAL FUND

ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 12/31/2019



Account	Description	Debits	Credits
H 205	CAPITAL ONE CHECKING	611,331.61	0.00
H 391	DUE FROM GENERAL FUND	999,247.52	0.00
H 410	Due From State and Federal	640,082.20	0.00
H 510	ESTIMATED REVENUES	2,932,330.93	0.00
H 521	ENCUMBRANCES	807,349.92	0.00
H 522	EXPENDITURES	2,794,033.68	0.00
H 599	APPROPRIATED FUND BALANCE	4,404,611.71	0.00
H 691	DEFERRED REVENUE	0.00	640,082.20
H 821	RESERVE FOR ENCUMBRANCES	0.00	807,349.92
H 909	FUND BALANCE	0.00	4,404,612.81
H 960	APPROPRIATIONS	0.00	7,336,942.64
H Fund Totals:		13,188,987.57	13,188,987.57
Grand Totals:		13,188,987.57	13,188,987.57

ROCKY POINT UFSD

Revenue Status Report From 7/1/2019 To 12/31/2019



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>H 3297</u>	SMART SCHOOLS	2,450,155.00	0.00	2,450,155.00	0.00	2,450,155.00
<u>H 5710</u>	SERIAL BONDS	377,428.70	104,747.23	482,175.93	0.00	482,175.93
H Totals:		2,827,583.70	104,747.23	2,932,330.93	0.00	2,932,330.93
Grand Totals:		2,827,583.70	104,747.23	2,932,330.93	0.00	2,932,330.93

ROCKY POINT UFSD

Appropriation Status Summary Report By Function From 7/1/2019 To 12/31/2019



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1625	*	3,273,149.36	3,917,568.90	7,190,718.26	2,794,033.68	807,349.92	3,589,334.66
9999	*	226,071.84	-79,847.46	146,224.38	0.00	0.00	146,224.38
Fund HTotals:		3,499,221.20	3,837,721.44	7,336,942.64	2,794,033.68	807,349.92	3,735,559.04
Grand Totals:		3,499,221.20	3,837,721.44	7,336,942.64	2,794,033.68	807,349.92	3,735,559.04

**ROCKY POINT UNION FREE SCHOOL DISTRICT
FOR THE MONTH ENDED DECEMBER 2019**

TRUST AND AGENCY FUND

ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 12/31/2019



Account	Description	Debits	Credits
T 200EX	EXTRACLASSROOM	55,597.25	0.00
T 204	CAPITAL ONE TRUST & AGENCY	610,807.65	0.00
T 205	CAPITAL ONE NET PAYROLL	49,900.15	0.00
T 271	OTHER-TEA. RETIRE.	0.00	21.40
T 281L	FLEX PLAN HEALTH CARE - YR19	0.00	3,366.50
T 282L	FLEX PLAN DEPENDENT CARE-YR19	0.00	1,185.75
T 29	TAX SHELTER ANNUITY	0.00	220.00
T 290	AFLAC -CPP	0.00	5,071.29
T 291	AFLAC - STD	0.00	2,401.42
T 292	AFLAC - ACC	0.00	1,392.21
T 293	AFLAC - HSP	0.00	524.27
T 35	SCHOLARSHIP	0.00	510.00
T 38	EXTRACLASSROOM ACTIVITY	0.00	55,597.25
T 3911	DUE FROM GENERAL FUND	1,518.00	0.00
T 61	VISION	0.00	2,567.72
T 6300	DUE TO SCHOLARSHIP FUND	0.00	1,700.00
T 63001	DUE TO GENERAL FUND	0.00	571,773.09
T 84	OTHER-NYS EMPL RETIRE LOANS	0.00	4,459.51
T 85	OTHER-NYS EMPL RETIRE	0.00	8,218.34
T 89	OTHER VOTE COPE	0.00	564.00
T 91	LONG TERM DISABILITY	317.52	0.00
T 931	SCHOOL ACTIVITIES-FJC	0.00	1,402.78
T 932	SCHOOL ACTIVITIES-JAE	0.00	4,509.31
T 933	SCHOOL ACTIVITIES-M/S	0.00	4,991.24
T 9331	HIGH SCHOOL TESTING	0.00	11,944.22
T 9335	NYSSMA	0.00	49.00
T 9337	AP TEST DEPOSITS	0.00	17,154.68
T 9338	MARK TWAIN DINNER	0.00	3,198.00
T 935	SCHOOL ACTIVITIES-H/S	0.00	13,929.94
T 9351	MUSIC DEPT. HIGH SCHOOL	0.00	363.65
T 9352	SEAN JOHNS MEMORIAL-CHALLENGE DAY	0.00	925.00
T 936	FJC - KIDS IN NEED (RUTH SPIEGEL)	0.00	100.00
T Fund Totals:		718,140.57	718,140.57
Grand Totals:		718,140.57	718,140.57

**ROCKY POINT UNION FREE SCHOOL DISTRICT
FOR THE MONTH ENDED DECEMBER 2019**

SCHOLARSHIP FUND

ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 12/31/2019



Account	Description	Debits	Credits
U 200	CASH IN CHECKING	46,832.57	0.00
U 2401	INTEREST	0.00	220.67
U 391	DUE FROM TRUST AGENCY	1,700.00	0.00
U 3912	DUE FROM GENERAL	876.96	0.00
U 9000	ALLISON FISCH VERADO SCHOLARSHIP	0.00	0.51
U 9001	RITA SULLIVAN SCHOLARSHIP	0.00	230.23
U 9002	RYAN CAUFIELD SCHOLARSDHIP	0.00	24.02
U 9003	K EDWARDS ADMIN SCHOLARSHIP	0.00	1,749.43
U 9004	K-MART	0.00	82.82
U 9005	TARGET SCH HS/JR	0.00	44.05
U 9006	TARGET SCHOLARSHIP JAE	0.00	270.85
U 9007	TARGET SCHOLARSHIP	0.00	109.82
U 9008	FRANCIS RYAN SCHOLARSHIP	0.00	256.78
U 9009	GENERAL SCHOLARSHIP	0.00	63.48
U 9010	AL MAIN SCHOLARSHIP	0.00	5,084.45
U 9011	JOSEPH FALLICA	0.00	847.36
U 9015	SASBO SCHOLARSHIP	0.00	0.94
U 9016	SOUND BEACH MUSIC	0.00	0.94
U 9018	LIVE LIKE SUSIE MEMORIAL SCHOLARSHIP	0.00	28,458.71
U 9020	INTERDIST.COUNCIL OF SUPTS.- SR. SCHOL	0.00	11.00
U 9021	PETER MADDALENA MEMORIAL	0.00	8,468.47
U 9022	HAGGERTY MEMORIAL SCHOLARSHIP	0.00	3,485.00
U Fund Totals:		49,409.53	49,409.53
Grand Totals:		49,409.53	49,409.53

**ROCKY POINT UNION FREE SCHOOL DISTRICT
FOR THE MONTH ENDED DECEMBER 2019**

DEBT SERVICE FUND

ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 12/31/2019



Account	Description	Debits	Credits
V 200	CASH	159,856.18	0.00
V 3911	DUE FROM GENERAL	1,883.27	0.00
V 510	ESTIMATED REVENUE	3,787,843.75	0.00
V 522	EXPENDITURES	326,921.88	0.00
V 599	APPROPRIATED FUND BALANCE	0.00	20,000.00
V 630	DUE TO OTHER FUNDS	0.00	25,560.56
V 909	FUND BALANCE, UNRESERVED	0.00	139,925.65
V 960	APPROPRIATIONS	0.00	3,767,843.75
V 980	REVENUES	0.00	323,175.12
V Fund Totals:		4,276,505.08	4,276,505.08
Grand Totals:		4,276,505.08	4,276,505.08

ROCKY POINT UFSD

Revenue Status Report From 7/1/2019 To 12/31/2019



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>V 2401</u>	INTEREST EARNINGS	20,000.00	0.00	20,000.00	19,253.24	746.76
<u>V 5031</u>	INTERFUND TRANSFERS	3,767,843.75	0.00	3,767,843.75	303,921.88	3,463,921.87
	V Totals:	3,787,843.75	0.00	3,787,843.75	323,175.12	3,464,668.63
	Grand Totals:	3,787,843.75	0.00	3,787,843.75	323,175.12	3,464,668.63

ROCKY POINT UFSD

Appropriation Status Summary Report By Function From 7/1/2019 To 12/31/2019



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9711	*	3,767,843.75	0.00	3,767,843.75	303,921.88	0.00	3,463,921.87
9901	*	0.00	0.00	0.00	23,000.00	0.00	-23,000.00
Fund VTotals:		3,767,843.75	0.00	3,767,843.75	326,921.88	0.00	3,440,921.87
Grand Totals:		3,767,843.75	0.00	3,767,843.75	326,921.88	0.00	3,440,921.87

**ROCKY POINT UNION FREE SCHOOL DISTRICT
STUDENT ACTIVITY ACCOUNTS
FOR THE MONTH ENDED DECEMBER 2019**

ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 12/31/2019



Account	Description	Debits	Credits
X 201	CAPITAL ONE CHECKING	53,834.83	0.00
X 391	DUE FROM OTHER FUNDS	1,762.42	0.00
X 6307	LEADERS CLUB	0.00	211.82
X 6308	MATH HONOR SOCIETY	0.00	56.78
X 6309	VARSITY CLUB	0.00	1,136.30
X 6310	SCIENCE CLUB	0.00	324.89
X 6311	SPACE CLUB	0.00	742.71
X 6351	STUDENT COUNCIL-MS	0.00	3,234.26
X 6353	YEARBOOK-MS	0.00	8,903.37
X 6403	BUSINESS CLUB	0.00	14.02
X 6404	MS ROBOTICS CLUB	0.00	152.67
X 6452	BE A NICER NEIGHBOR CLUB	0.00	2,127.88
X 6454	COMMUNITY SERVICE CLUB	0.00	4,196.56
X 6457	SKILLS USA - HS COSMOTOLOGY	0.00	145.51
X 6460	GAY STRAIGHT ALLIANCE CLUB	0.00	0.01
X 6461	HUMAN RIGHTS CLUB	0.00	160.45
X 65010	S.A.D.D.	0.00	1,274.52
X 650115	THESPIAN TROUPE #696	0.00	337.31
X 65012	HS YEARBOOK CLUB	0.00	23,819.33
X 65016	STUDENT COUNCIL	0.00	3,484.40
X 65017	ART CLUB	0.00	1,390.21
X 65018	BUSINESS HONOR SOCIETY	0.00	803.51
X 65025	JAE STUDENT COUNCIL	0.00	2,041.07
X 6533	ROBOTICS CLUB HS	0.00	502.64
X 6540	HISTORY HONOR SOCIETY	0.00	99.40
X 6542	MATH TEAM	0.00	201.00
X 700	SURPLUS FUNDS	0.00	236.63
X Fund Totals:		55,597.25	55,597.25
Grand Totals:		55,597.25	55,597.25

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

Student: 'Board of Education Copy'				Grade: 10			
Meeting Date	BOE Date	Committee / Reason	Decision			Placement Recommendation / School	
11/13/2019	01/13/2020	Committee on Special Education / Initial Eligibility Determination Meeting	Classified			Home Public School District(HPSD) / Rocky Point High School	
<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Integrated Co-teaching Services (ICT-Social Studies)	12/11/2019	06/26/2020		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-English)	12/11/2019	06/26/2020		1	Daily	42min.	Classroom
Integrated Co-teaching Services (ICT-Science)	12/11/2019	06/26/2020		1	Daily	42min.	Classroom

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

Student: Board of Education Copy				Grade: 08				
Meeting Date	BOE Date	Committee / Reason	Decision					
11/15/2019	01/13/2020	Subcommittee on Special Education / Program Review	Classified					
<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	<u>Location</u>	
Special Class (Home Instruction)	11/15/2019	06/26/2020	1:1	1	Weekly	2hr.	Home	
Occupational Therapy	11/15/2019	06/12/2020	Individual	1	Weekly	30min.	Home	
Speech/Language Therapy	11/15/2019	06/12/2020	Individual	1	Weekly	30min.	Home	
Parent Counseling and Training	09/11/2019	06/12/2020	Small Group	4	Yearly	1hr.	Special Location	

Student: Board of Education Copy				Grade: 04				
Meeting Date	BOE Date	Committee / Reason	Decision					
11/15/2019	01/13/2020	Committee on Special Education / Program Review	Classified					
<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	<u>Location</u>	
Special Class	12/02/2019	06/26/2020	15:1	6	Daily	40min.	Classroom	
Occupational Therapy	09/11/2019	06/12/2020	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom	
Speech/Language Therapy	09/11/2019	06/12/2020	Small Group (5:1)	2	Weekly	30min.	Therapy Room or Classroom	
Counseling	09/11/2019	06/12/2020	Small Group (5:1)	1	Weekly	30min.	Counselor's Office/Classroom	

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

Student: 'Board of Education Copy'

Grade: 09

Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
11/25/2019	01/13/2020	Committee on Special Education / Requested Review	Classified	Home Public School District(HPSD) / Rocky Point High School

<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
Special Class - Math	09/04/2019	06/26/2020
Special Class - English	09/04/2019	06/26/2020
Special Class - Science	09/04/2019	06/26/2020
Special Class - Social Studies	09/04/2019	06/26/2020
Counseling	09/11/2019	06/16/2020

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

Student: 'Board of Education Copy'				Grade: 10				
Meeting Date	BOE Date	Committee / Reason		Decision			Placement Recommendation / School	
11/25/2019	01/13/2020	Committee on Special Education / Requested Review		Classified			BOCES Class(BOCES-SS) / BOCES ES-Sequoia High School	
<u>Recommended Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>	<u>Location</u>
Special Class		09/12/2019	06/26/2020	8:1:1	1	Daily	6hr.	Special Classes
Counseling		10/16/2019	06/26/2020	Individual	2	Weekly	30min.	Counselor's Office
Counseling		10/16/2019	06/26/2020	Small Group (5:1)	1	Weekly	30min.	Counselor's Office
Parent Counseling and Training		11/25/2019	06/26/2020	Individual	6	Yearly	1hr.	Home

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

Student: 'Board of Education Copy'

Grade: Ungraded

Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
11/26/2019	01/13/2020	Subcommittee on Special Education / Manifestation Determination	Classified	BOCES Class in a Public School(BOCES-PSD) / BOCES ES-SHS @ Patchogue-Medford HS
		<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
		Special Class (SHS@Patchogue-Medford High School)	09/04/2019	01/24/2020
		Special Class (Work Experience Program)	09/04/2019	06/26/2020
		Special Class (Work Experience Program)	07/08/2019	08/16/2019
		Speech/Language Therapy	09/04/2019	01/24/2020
		Psychological Counseling Services	09/04/2019	01/24/2020
		Psychological Counseling Services	09/04/2019	01/24/2020

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

Student: 'Board of Education Copy'

Grade: 06

Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
11/27/2019	01/13/2020	Subcommittee on Special Education / Program Review	Classified	Home Public School District(HPSD) / Rocky Point Middle School
		<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
		Special Class - Reading	09/04/2019	06/26/2020
		Special Class - Math	09/04/2019	06/26/2020
		Special Class - English	09/04/2019	06/26/2020
		Special Class - Social Studies	09/04/2019	06/26/2020
		Special Class - Science	09/04/2019	06/26/2020
		Special Class	07/08/2019	08/16/2019
		Behavior Intervention Services	11/27/2019	06/12/2020
		Occupational Therapy	09/11/2019	06/12/2020
		Physical Therapy	09/11/2019	06/12/2020
		Speech/Language Therapy	11/27/2019	06/12/2020
		Parent Counseling and Training	09/11/2019	06/12/2020
		Counseling	09/11/2019	06/12/2020
		Occupational Therapy	07/08/2019	08/16/2019
		Physical Therapy	07/08/2019	08/16/2019
		Speech/Language Therapy	07/08/2019	08/16/2019
		Counseling	07/08/2019	08/16/2019
		Home ABA	07/08/2019	08/16/2019
		Aide	07/08/2019	08/16/2019 1:1
		Aide	11/27/2019	06/26/2020 5:1
		Aide	09/04/2019	06/26/2020 1:1

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

Student: 'Board of Education Copy'

Grade: 07

Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/02/2019	01/13/2020	Subcommittee on Special Education / Reevaluation Review	Classified	Home Public School District(HPSD) / Rocky Point Middle School

<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
Special Class - English	09/04/2019	06/26/2020
Special Class - Reading	09/04/2019	06/26/2020
Special Class - Math	09/04/2019	06/26/2020
Special Class - Science	09/04/2019	06/26/2020
Special Class - Social Studies	09/04/2019	06/26/2020

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

Student: 'Board of Education Copy'			Grade: 09	
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/03/2019	01/13/2020	Committee on Special Education / Manifestation Determination	Classified	Home Public School District(HPSD) / Rocky Point High School
		<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
		Integrated Co-teaching Services (ICT-English)	09/04/2019	06/26/2020
		Integrated Co-teaching Services (ICT-Science)	09/04/2019	06/26/2020
		Integrated Co-teaching Services (ICT-Social Studies)	09/04/2019	06/26/2020
		Special Class - Math	09/04/2019	06/26/2020
		Counseling	09/11/2019	06/12/2020

Student: 'Board of Education Copy'			Grade: 10	
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/03/2019	01/13/2020	Subcommittee on Special Education / Manifestation Determination	Classified	Home Public School District(HPSD) / Rocky Point High School
		<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
		Special Class - Math	09/04/2019	06/26/2020
		Special Class - Social Studies	09/04/2019	06/26/2020
		Special Class - Science	09/04/2019	06/26/2020
		Counseling	09/11/2019	06/12/2020

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

Student: 'Board of Education Copy'			Grade: 06	
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/04/2019	01/13/2020	Committee on Special Education / Manifestation Determination	Classified	Home Public School District(HPSD) / Rocky Point Middle School
<u>Recommended Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	
Integrated Co-teaching Services (ICT-English)		09/04/2019	06/26/2020	
Integrated Co-teaching Services (ICT-Math)		09/04/2019	06/26/2020	
Integrated Co-teaching Services (ICT-Science)		09/04/2019	06/26/2020	
Integrated Co-teaching Services (ICT-Social Studies)		09/04/2019	06/26/2020	
Speech/Language Therapy		09/11/2019	06/12/2020	

Interoffice Memorandum

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

FROM: *Kristen White, Executive Director of Pupil Personnel Services*

DATE: *1/13/2020*

RE: *Board Action Sheets*

Below please find the schedule to be approved at the 1/13/2020 Board of Education meeting:

<i>SCHEDULE- B 1/13/2020</i>	
<i>Date</i>	<i>Location</i>
<i>11/7/2019</i>	<i>CPSE Amendment</i>
<i>11/22/2019</i>	<i>CPSE Committee</i>
<i>12/4/2019</i>	<i>CPSE Committee</i>

Dr. Scott T. O'Brien-Board Action Sheets/kao

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

Student: 'Board of Education Copy'		AltID#:			Grade: Preschool			
Meeting Date	BOE Date	Committee / Reason	Decision		Placement Recommendation / School			
12/04/2019	01/13/2020	Committee on Preschool Special Education / Requested Review Transfer Student	Classified Preschool		Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only			
Recommended Program/Service		Start Date	End Date	Ratio	Frequency	Period	Duration	Location
Speech/Language Therapy		12/04/2019	06/26/2020	Individual	2	Weekly	30min.	Therapy Room

Student: 'Board of Education Copy'		AltID#:			Grade: Preschool		
Meeting Date	BOE Date	Committee / Reason	Decision		Placement Recommendation / School		
11/22/2019	01/13/2020	Committee on Preschool Special Education / Initial Eligibility Determination Meeting	Ineligible		/		

Student: 'Board of Education Copy'		AltID#:			Grade: Preschool			
Meeting Date	BOE Date	Committee / Reason	Decision		Placement Recommendation / School			
11/07/2019	01/13/2020	Committee on Preschool Special Education / Amendment	Classified Preschool		Approved Preschool Special Education Program(APSEP) / New Interdisciplinary School			
Recommended Program/Service		Start Date	End Date	Ratio	Frequency	Period	Duration	Location
Special Class in an Integrated Setting		09/05/2019	06/26/2020	18:2:1	5	Weekly	5hr.	Classroom
Special Class in an Integrated Setting		07/01/2019	08/09/2019	18:2:1	5	Weekly	5hr.	Classroom
Speech/Language Therapy		09/05/2019	06/26/2020	Individual	3	Weekly	30min.	Therapy Room or Classroom
Physical Therapy		09/05/2019	06/26/2020	Individual	3	Weekly	30min.	Therapy Room/Classroom
Occupational Therapy		09/05/2019	06/26/2020	Individual	2	Weekly	30min.	Therapy Room/Classroom
Physical Therapy		07/01/2019	08/09/2019	Individual	1	Weekly	30min.	Therapy Room/Classroom
Speech/Language Therapy		07/01/2019	08/09/2019	Individual	2	Weekly	30min.	Therapy Room/Classroom
Aide		07/01/2019	06/26/2020	1:1	5	Weekly	5 hours	Classroom

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

Student: 'Board of Education Copy'				Grade: 04
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/03/2019	01/13/2020	Subcommittee on Special Education / Amendment - Agreement No Meeting	Classified	Home Public School District(HPSD) / Joseph A. Edgar School
		<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
		Integrated Co-teaching Services	09/04/2019	06/26/2020
		Resource Room Program	09/04/2019	06/26/2020
		Speech/Language Therapy	09/11/2019	06/12/2020
		Speech/Language Therapy	09/11/2019	06/12/2020
		Occupational Therapy	09/11/2019	06/12/2020
		Counseling-Social Skills Counseling	09/11/2019	06/12/2020

Student: 'Board of Education Copy'				Grade: 07
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/11/2019	01/13/2020	Committee on Special Education / Amendment - Agreement No Meeting	Classified	BOCES Class(BOCES-SS) / WSB-45 day Sagamore placement
		<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
		Special Class (Home Instruction)	12/16/2019	06/26/2020
		Special Class	07/08/2019	08/16/2019
		Speech/Language Therapy	12/16/2019	06/16/2020
		Physical Therapy	12/16/2019	06/16/2020
		Occupational Therapy	12/16/2019	06/16/2020
		Counseling	12/16/2019	06/16/2020
		Parent Counseling and Training	12/16/2019	06/16/2020
		Behavior Intervention Services	09/16/2019	06/16/2020
		Occupational Therapy	07/08/2019	08/16/2019
		Physical Therapy	07/08/2019	08/16/2019
		Speech/Language Therapy	07/08/2019	08/16/2020
		Counseling-Social Skills Counseling	07/08/2019	08/16/2019
		Aide	07/08/2019	08/16/2019 1:1

Student: 'Board of Education Copy'				Grade: 08
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/03/2019	01/13/2020	Subcommittee on Special Education / Amendment - Agreement No Meeting	Classified	Home Public School District(HPSD) / Rocky Point Middle School
		<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>
		Resource Room Program	09/04/2019	06/26/2020
		Counseling	12/03/2019	06/23/2020

Student: 'Board of Education Copy'				Grade: 05
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/02/2019	01/13/2020	Committee on Special Education / Amendment - Agreement No Meeting	Classified	BOCES Class in a Public School(BOCES-PSD) / BOCES ES-Tecumseh Elementary School
<u>Recommended Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	
Special Class		12/02/2019	06/26/2020	
Counseling		12/02/2019	06/26/2020	
Counseling		12/02/2019	06/26/2020	
Aide		12/02/2019	06/26/2020 4:1	

Student: 'Board of Education Copy'				Grade: 08
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
11/26/2019	01/13/2020	Subcommittee on Special Education / Amendment - Agreement No Meeting	Classified	Home Public School District(HPSD) / Rocky Point Middle School
<u>Recommended Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	
Special Class (Learning Lab - ELA)		11/26/2019	06/26/2020	
Special Class (Learning Lab - Math)		11/26/2019	06/26/2020	
Integrated Co-teaching Services (ICT-Social Studies)		09/04/2019	06/26/2020	
Integrated Co-teaching Services (ICT-Science)		09/04/2019	06/26/2020	
Special Class - Math		09/04/2019	06/26/2020	
Integrated Co-teaching Services (ICT-English)		11/04/2019	06/26/2020	

Student: 'Board of Education Copy'				Grade: 02
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
11/27/2019	01/13/2020	Subcommittee on Special Education / Amendment - Agreement No Meeting	Classified	Home Public School District(HPSD) / Frank J. Carasiti Elem.
<u>Recommended Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	
Integrated Co-teaching Services		09/04/2019	06/26/2020	
Counseling-Social Skills Counseling		09/11/2019	06/12/2020	
Aide		09/04/2019	06/26/2020 5:1	

Student: 'Board of Education Copy'				Grade: 09
Meeting Date	BOE Date	Committee / Reason	Decision	Placement Recommendation / School
12/03/2019	01/13/2020	Subcommittee on Special Education / Amendment - Agreement No Meeting	Classified	Home Public School District(HPSD) / Rocky Point High School
<u>Recommended Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	

Special Class - Math	09/04/2019	06/26/2020	
Special Class - English	09/04/2019	06/26/2020	
Special Class - Social Studies	09/04/2019	06/26/2020	
Special Class - Science	09/04/2019	06/26/2020	
Special Class - Reading	09/04/2019	06/26/2020	
Speech/Language Therapy	09/11/2019	06/12/2020	
Speech/Language Therapy	09/11/2019	06/12/2020	
Counseling-Social Skills Counseling	09/11/2019	06/12/2020	
Parent Counseling and Training	09/11/2019	06/12/2020	
Counseling	09/11/2019	06/12/2020	
Aide	09/04/2019	06/26/2020	1:1
Occupational Therapy Consultation	09/04/2019	06/26/2020	
Behavioral Intervention Consultation for Team	09/04/2019	06/26/2020	

**ROCKY POINT PUBLIC
SCHOOLS**
SURPLUS EQUIPMENT DISPOSAL

School: **DO South** Department: **Special Ed** Name: **Grace Mastellone**

Description	Model#/Serial#	Property Tag#	Quantity	Reason for Disposal
I Pad	DYTKQDAXDFHW	4760	1	Broken
Dell Laptop	GD3M6D5	4249	1	Broken
Targus-Versa Type Keyboard Case	1606000241	S.E. Grant Tag #15	1	Broken

Assistant Superintendent Signature: *Susan Com* Date: 12/10/19

RPUFSD Excess January 2020

DESCRIPTION	MODEL #	SERIAL #	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL	LOCATION (Optional)
Lexmark Multi-Function Copier	Mx812dtfe	7463369003LPN	No asset tag	1	Past Useful Life	FJC Library
Lexmark Multi-Function Copier	Mx812dtfe	7463369903G1T	No asset tag	1	Past Useful Life	FJC RM 116
Lexmark Multi-Function Copier	Mx812dtfe	7463369903G3G	No asset tag	1	Past Useful Life	FJC Staff 120
Lexmark Multi-Function Copier	Mx812dtfe	7463369903G0Y	No asset tag	1	Past Useful Life	Edgar Library
Lexmark Multi-Function Copier	Mx812dtfe	7463369903G1Z	No asset tag	1	Past Useful Life	Edgar Staff Room 1
Lexmark Multi-Function Copier	Mx812dtfe	7463369903G1W	No asset tag	1	Past Useful Life	Edgar Staff Room 1
Lexmark Multi-Function Copier	MX912dhe	7421013003567	No asset tag	1	Past Useful Life	MS Rm 221B
Lexmark Multi-Function Copier	Mx812dtfe	74636C66001RT	No asset tag	1	Past Useful Life	MS Room 102
Lexmark Multi-Function Copier	MX912dhe	7421013003860	No asset tag	1	Past Useful Life	Athletic Office
Lexmark Multi-Function Copier	MX812dtfe	74636C6600B6L	No asset tag	1	Past Useful Life	Social Studies
Lexmark Multi-Function Copier	Mx812dtfe	7463369903G2L	No asset tag	1	Past Useful Life	HS Guidance
Lexmark Multi-Function Copier	X864dhe4	2408908	No asset tag	1	Past Useful Life	HS Music


 01/20/20

Southwestern Fundraising PO Box 305140 Nashville, TN 37230-5140

DATE: 12/02/2019 NO. 3497564

Invoice No.	Invoice Date	Gross Amount	Discount	Net Amount
0000823526 Sponsor 823526 - Online Group Profit Due	11/28/2019	10.80	0.00	10.80
TOTALS		10.80	0.00	10.80

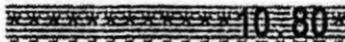
SOUTHWESTERN

PO Box 305140 - Nashville, TN 37230 5140

Fraud Protected
by Positive Pay

Date: 12/02/2019 NO. 3497564

87-0863
0640



*****10.80* USD

Pay ***TEN and EIGHTY cents***

To the Order of *****
JOSEPH EDGAR INTERMEDIATE SCHOOL***
LINDA TOWLEN
525 RTE 25A
ROCKY POINT NY 11778

TWO SIGNATURES REQUIRED FOR AMOUNTS EXCEEDING \$5,000.00

[Handwritten Signature]

MP

PINNACLE NATIONAL BANK - Nashville, TN 37201

MP



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'Brien
Superintendent of Schools

Linda Murphy, Principal
Dr. Courtney Herbert, Assistant Principal

December 11, 2019

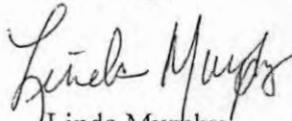
Dear Board of Education:

Please accept a donation of \$10.80 to Joseph A. Edgar School. The donation is from Southwestern Fundraising.

Please deposit in account A2110.500.02.0000.

Thank you.

Sincerely,


Linda Murphy
Principal

In Memory of Arthur J., Kenneth
+ Michael Edwards

Send remembrance card to:

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

From:

Name: KAREN Edwards-Thompson

Address: _____

City: _____

State: _____ Zip: _____

Amount of Gift: \$ 100⁰⁰

GERARD S THOMPSON OR KAREN THOMPSON		67-776/532 9468
	<u>12/19/19</u>	Date
PAY to the Order of	<u>Kenneth J. Edwards Scholarship #149063</u>	\$ <u>100⁰⁰</u>
<u>One hundred</u>	<u>00</u>	<u>00</u> Dollars
	Wells Fargo Bank, N.A. South Carolina wellsfargo.com	 Photo Safe Deposit
For <u>Donation</u>	<u>Karen Thompson</u>	MP

Non-Instructional/Business
Operations**SUBJECT: ACCOUNTING OF FIXED ASSETS**

The ~~School Business Official~~ **Assistant Superintendent for Business** shall be responsible for accounting for general fixed assets according to the procedures outlined by the Uniform System of Accounts for School Districts and GASB Statement 34 Regulations.

These accounts will serve to:

- a) Maintain a physical inventory of assets;
- b) Establish accountability;
- c) Determine replacement costs; and
- d) Provide appropriate insurance coverage.

Fixed assets with a minimum value established by the Board that have a useful life of one (1) year or more and physical characteristics not appreciably affected by use or consumption shall be inventoried and recorded on an annual basis. Fixed assets shall include land, buildings, equipment and materials.

The Board has established that such threshold is ~~five thousand dollars (\$5,000)~~ **one thousand dollars (\$1,000)**. A standardized depreciation method and averaging convention shall also be established for depreciation calculations.

Fixed assets acquired having a value equal to or greater than the established threshold are considered depreciable assets and shall be inventoried for the purposes of GASB 34 accounting practices and placed on a depreciation schedule according to its asset class and estimated useful life as stipulated by the New York State Comptroller's Office or the Internal Revenue Service (IRS).

Assets shall be recorded at initial cost or, if not available, at estimated initial cost; gifts of fixed assets shall be recorded at estimated fair value at the time of the gift. A property record will be maintained for each asset and will contain, where possible, the following information:

- a) Date of acquisition;
- b) Description;
- c) Cost or value;
- d) Location;
- e) Asset type;
- f) Estimated useful life;
- g) Replacement cost;
- h) Current value;
- i) Salvage value;
- a) Date and method of disposition; and
- b) Responsible official.

The ~~School Business Official~~ **Assistant Superintendent for Business** shall arrange for the annual inventory and appraisal of School District property, equipment and material. Any discrepancies between an inventory and the District's property records on file should be traced and explained.

Non-Instructional/Business
Operations

SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION

The School District values the protection of private information of individuals in accordance with applicable law and regulations. Further, the District is required to notify affected individuals when there has been or is reasonably believed to have been a compromise of the individual's *private information* in compliance with the Information Security Breach and Notification Act and Board policy.

a) ~~**~~"Personal information" means any information concerning a person which, because of name, number, symbol, mark, or other identifier, can be used to identify that person.

ab) "Private information" means either:

~~0.1.~~ ~~"Private information" shall mean~~ ~~**personal~~ **Personal information consisting of any information** in combination with any one or more of the following data elements, when either the **data element or the combination of personal information** ~~or~~ **plus** the data element is not encrypted or encrypted with an encryption key that has also been **accessed or acquired**:

(a) Social security number;

(b) Driver's license number or non-driver identification card number; ~~or~~

(c) Account number, credit or debit card number, in combination with any required security code, access code, ~~or~~ password **or other information** which would permit access to an individual's financial account; ~~or~~

(d) **Account number, or credit or debit card number, if circumstances exist where the number could be used to access an individual's financial account without additional identifying information, security code, access code, or password; or**

(e) **Biometric information, meaning data generated by electronic measurements of an individual's unique physical characteristics, such as fingerprint, voice print, retina or iris image, or other unique physical representation or digital representation which are used to authenticate or ascertain the individual's identity;**

~~1.~~ ~~2.~~ **A username or email address in combination with a password or security question and answer that would permit access to an online account.**

"Private information" does not include publicly available information that is lawfully made available to the general public from federal, state or local government records.

~~**"Personal information" shall mean any information concerning a person which, because of name, number, symbol, mark or other identifier, can be used to identify that person.~~

bc) "Breach of the security of the system," ~~shall~~ means unauthorized acquisition or acquisition

Non-Instructional/Business
Operations

SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION (Cont'd.)

without valid authorization of computerized data which compromises the security, confidentiality, or integrity of personal information maintained by the District. Good faith acquisition of personal information by an employee or agent of the District for the purposes of the District is not a breach of the security of the system, provided that private information is not used or subject to unauthorized disclosure.

Determining if a Breach Has Occurred

In determining whether information has been acquired, or is reasonably believed to have been acquired, by an unauthorized person or person without valid authorization, the District may consider the following factors, among others:

- a) Indications that the information is in the physical possession and control of an unauthorized person, such as a lost or stolen computer or other device containing information; ~~or~~
- b) Indications that the information has been downloaded or copied; or
- c) Indications that the information was used by an unauthorized person, such as fraudulent accounts opened or instances of identity theft reported.
- d) System failures.

Notification Requirements

- a) For any computerized data owned or licensed by the School District that includes private information, the District shall disclose any breach of the security of the system following discovery or notification of the breach to any New York State resident whose private information was, or is reasonably believed to have been, acquired by a person without valid authorization. The disclosure to affected individuals shall be made in the most expedient time possible and without unreasonable delay, consistent with the legitimate needs of law enforcement, or any measures necessary to determine the scope of the breach and restore the ~~reasonable~~ integrity of the data system. The District shall consult with the **New York State Office of Information Technology Services** to determine the scope of the breach and restoration measures. **Within 90 days of the notice of the breach, the New York State Office of Information Technology Services will deliver a report to the District on the scope of the breach and recommendations to restore and improve the security of the system.**
- b) **Notice to affected persons under State Technology Law is not required if the exposure of private information was an inadvertent disclosure by persons authorized to access private information, and the District reasonably determines the exposure will not likely result in the misuse of the information, or financial or emotional harm to the affected persons. This determination must be documented in writing and maintained for at least five years. If the incident affected over 500 New York State residents, the District will provide the written determination to the New York State Attorney General within ten days after the determination.**

(Continued)

Non-Instructional/Business
Operations**SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION (Cont'd.)**

- c) If notice of the breach of the security of the system is made to affected persons pursuant to the breach notification requirements under certain laws and regulations, the District is not required to provide additional notice to those affected persons under State Technology Law. However, the District will still provide notice to the New York State Attorney General, the New York State Department of State, the New York State Office of Information Technology Services, and to consumer reporting agencies.
- bd) For any computerized data maintained by the District that includes private information which the District does not own, the District shall notify the owner or licensee of the information of any breach of the security of the system immediately following discovery, if the private information was, or is reasonably believed to have been, accessed or acquired by a person without valid authorization.

The notification requirement may be delayed if a law enforcement agency determines that such notification impedes a criminal investigation. The required notification shall be made after the law enforcement agency determines that such notification does not compromise the investigation.

If the District is required to provide notification of a breach, including breach of information that is not private information, to the United States Secretary of Health and Human Services pursuant to the Health Insurance Portability and Accountability Act of 1996 or the Health Information Technology for Economic and Clinical Health Act, it will provide notification to the New York State Attorney General within five business days of notifying the United States Secretary of Health and Human Services.

Methods of Notification

The required notice shall be directly provided to the affected persons by one of the following methods:

- a) Written notice;
- b) Electronic notice, provided that the person to whom notice is required has expressly consented to receiving the notice in electronic form; and a log of each ~~such~~ notification is kept by the District when notifying affected persons in electronic form. However, in no case shall the District require a person to consent to accepting ~~such the~~ notice in electronic form as a condition of establishing any business relationship or engaging in any transaction;
- e) Telephone notification, provided that a log of each such notification is kept by the District when notifying affected persons by phone; or

(Continued)

Non-Instructional/Business
Operations

SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION (Cont'd.)

- d) Substitute notice, if the District demonstrates to ~~the~~ **the New York State Attorney General** that the cost of providing notice would exceed \$250,000, or that the affected class of subject persons to be notified exceeds 500,000, or that the District does not have sufficient contact information. Substitute notice shall consist of all of the following:
1. E-mail notice when the District has an e-mail address for the subject persons;
 2. Conspicuous posting of the notice on the District's website page, if the District maintains one; and
 3. Notification to major statewide media.

Regardless of the method by which notice is provided, the notice ~~shall~~ **will** include:

- a) ~~e~~ Contact information for the notifying District;
- b) **The telephone numbers and websites of the relevant state and federal agencies that provide information regarding security breach response and identity theft prevention and protection information; and**
- ~~a~~c) ~~and a~~ description of the categories of information that were, or are reasonably believed to have been, **accessed or** acquired by a person without valid authorization, including specification of which of the elements of personal information and private information were, or are reasonably believed to have been, ~~so~~ **accessed or** acquired.

In the event that any New York State residents are to be notified, the District shall notify the New York State Attorney General, ~~(AG), the~~ New York State Department of State, and ~~the~~ New York State Office of Information Technology Services as to the timing, content and distribution of the notices and approximate number of affected persons **and provide a copy of the template of the notice sent to affected persons. This notice will be made without delaying notice to affected New York State residents.**

In the event that more than five thousand (5,000) New York State residents are to be notified at one time, the District shall also notify consumer reporting agencies, ~~as defined pursuant to State Technology Law Section 208~~, as to the timing, content and distribution of the notices and approximate number of affected persons. ~~Such~~ **This notice shall** ~~will~~ be made without delaying notice to affected New York State residents.

A list of consumer reporting agencies shall be compiled by the State Attorney General and furnished upon request to ~~school~~ **any** districts required to make a notification in accordance with State Technology Law ~~Section 208(2), regarding notification of breach of security of the system for any computerized data owned or licensed by the District that includes private information.~~

State Technology Law §§ 202 and 208

State Technology Law Sections 202 and 208

Adoption Date 3/23/09

Revision Date 11/25/13, 12/15/14, **1/13/20**

Review Date

Non-Instructional/Business
Operations

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 and adopted by the Board by September 1 of each school year. 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. The District-wide school safety plan and any amendments must be submitted to the Commissioner, in a manner prescribed by the Commissioner, within 30 days of adoption, but no later than October 1 of each school year. 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 school safety 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 District-wide school safety plan will include, but not be limited to:

- a) Policies and procedures for responding to implied or direct threats of violence by students, teachers, other school personnel, and visitors to the school, including threats by students against themselves, which includes suicide;
- b) Policies and procedures for responding to acts of violence by students, teachers, other school personnel, and visitors to the school, including consideration of zero-tolerance policies for school violence;
- c) Appropriate prevention and intervention strategies, such as:
 1. Collaborative arrangements with state and local law enforcement officials, designed to ensure that school safety officers and other security personnel are adequately trained, including being trained to de-escalate potentially violent situations, and are effectively and fairly recruited;

(Continued)

Adoption Date 3/23/09

Revision Dates 8/29/11, 7/11/13

Review Dates 07/12/12, 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/27/18, 6/17/19, 1/13/20

Non-Instructional/Business
Operations

SUBJECT: SCHOOL SAFETY PLANS

2. Nonviolent conflict resolution training programs;
 3. Peer mediation programs and youth courts; and
 4. Extended day and other school safety programs;
- d) Policies and procedures for contacting appropriate law enforcement officials in the event of a violent incident;
 - e) A description of the arrangements for obtaining assistance during emergencies from emergency services organizations and local governmental agencies;
 - f) Procedures for obtaining advice and assistance from local government officials, including the county or city officials responsible for implementation of Executive Law Article 2-B State and Local Natural and Man-Made Disaster Preparedness;
 - g) The identification of District resources which may be available for use during an emergency;
 - h) A description of procedures to coordinate the use of District resources and manpower during emergencies, including identification of the officials authorized to make decisions and of the staff members assigned to provide assistance during emergencies;
 - i) Policies and procedures for contacting parents, guardians, or persons in parental relation to District students in the event of a violent incident or an early dismissal;
 - j) Policies and procedures for contacting parents, guardians, or persons in parental relation to an individual District student in the event of an implied or direct threat of violence by the student against themselves, which includes suicide;
 - k) Policies and procedures relating to school building security, including, where appropriate: the use of school safety officers, school security officers, and/or school resource officers; and security devices or procedures;
 - l) Policies and procedures for the dissemination of informative materials regarding the early detection of potentially violent behaviors, including, but not limited to, the identification of family, community, and environmental factors to teachers, administrators, parents, and other persons in parental relation to students of the District or Board, students, and other persons deemed appropriate to receive the information;
 - m) Policies and procedures for annual multi-hazard school safety training for staff and students, provided that the District must certify to the Commissioner that all staff have undergone annual training by September 15 on the building-level emergency response plan which must include components on violence prevention and mental health, provided further that 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;

(Continued)

Adoption Date 3/23/09

Revision Dates 8/29/11, 7/11/13

Review Dates 07/12/12, 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/27/18, 6/17/19, 1/13/20

Non-Instructional/Business
Operations

SUBJECT: SCHOOL SAFETY PLANS

- n) Procedures for the review and conduct of drills and other exercises to test components of the emergency response plan, including the use of tabletop exercises, in coordination with local and county emergency responders and preparedness officials;
- o) The identification of appropriate responses to emergencies, including protocols for responding to bomb threats, hostage-takings, intrusions, and kidnappings;
- p) Strategies for improving communication among students and between students and staff and reporting of potentially violent incidents, such as the establishment of youth-run programs, peer mediation, conflict resolution, creating a forum or designating a mentor for students concerned with bullying or violence, and establishing anonymous reporting mechanisms for school violence;
- q) A description of the duties of hall monitors and any other school safety personnel, the training required of all personnel acting in a school security capacity, and the hiring and screening process for all personnel acting in a school security capacity;
- r) A system for informing all educational agencies within the District of a disaster; and
- s) The designation of the Superintendent or designee, as the District Chief Emergency Officer whose duties will include, but not be limited to:
 - 1. Coordinating the communication between school staff, law enforcement, and other first responders;
 - 2. Leading the efforts of the District-wide school safety team in the completion and yearly update of the District-wide school safety plan and the coordination of the District-wide school safety plan with the building-level emergency response plan(s);
 - 3. Ensuring staff understanding of the District-wide school safety plan;
 - 4. Ensuring the completion and yearly update of building-level emergency response plans for each school building;
 - 5. Assisting in the selection of security related technology and development of procedures for the use of the technology;
 - 6. Coordinating appropriate safety, security, and emergency training for District and school staff, including required training in the emergency response plan;
 - 7. Ensuring the conduct of required evacuation and lock-down drills in all District buildings as required by law; and
 - 8. Ensuring the completion and yearly update of building-level emergency response plan(s) by the dates designated by the Commissioner.

~~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~~

Adoption Date 3/23/09

Revision Dates 8/29/11, 7/11/13

Review Dates 07/12/12, 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/27/18, 6/17/19, 1/13/20

Non-Instructional/Business
Operations

SUBJECT: SCHOOL SAFETY PLANS

~~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).

~~— 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.~~

~~— The bBuilding-level emergency response plan(s) will be developed by the building-level emergency response team. The building-level emergency response team is a building-specific team appointed by the building principal, in accordance with regulations or guidelines prescribed by the Board. The building-level emergency response team will include, but not be limited to, representatives of teacher, administrator, and parent organizations, school safety personnel and other school personnel, community members, local law enforcement officials, local ambulance, fire officials, or other emergency response agencies, and any other representatives the Board deems appropriate.~~

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~~

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SUBJECT: LEAVES OF ABSENCE

- a) In general, leaves of absence:
1. Shall be administered by the Superintendent.
 2. The Board reserves the right to grant leaves of absence for purposes or under conditions not contemplated or considered in the policy statement.
 3. Under laws and rules governing such action, the Board may undertake appropriate disciplinary action where a leave of absence is falsely requested or improperly used.
 4. Except by permission of the Superintendent, as expressed in writing, the purpose or conditions of a leave of absence may not be altered.
- b) Leaves of absence, contractual, et al:
1. Employees who are members of a negotiating unit:
Authorization is granted to approve requests for leaves of absence submitted pursuant to provisions of contracts in effect between the District and each bargaining unit.
 2. Employees who are not members of a negotiating unit:
Authorization is granted to approve requests for leaves of absence submitted by such employees where such requests are consistent with provisions of contracts in effect between the District and the bargaining unit most compatible with the employment status of the employee.
 3. Employees who are under contract to the District:
Authorization is granted to implement provisions for leaves of absence contained in each such contract.
- c) Leaves of absence, unpaid, not covered in b) 1. above:
1. Subject to limitations enumerated in this policy statement, authorization is granted for the following unpaid leaves of absence.
 - (a) For a period of time not to exceed one (1) school year for approved graduate study, such leave to include any required internship experience.

(Continued)

SUBJECT: LEAVES OF ABSENCE (Cont'd.)

- (b) At the expiration of a paid sick leave of absence, to extend such a leave of absence for a period of time not to exceed the end of the school year next succeeding the school year in which the paid leave of absence commenced.
- 2. Unpaid leaves of absence shall not be used to extend vacation periods, to take vacations, to engage in other occupations, or to provide additional personal leaves, except that the Superintendent shall have discretion, where circumstances warrant, to approve leaves of absence for such purposes.
- 3. Unpaid leaves of absence shall not be granted unless the services of a substitute employee, satisfactory in the discretion of the Superintendent, can be secured.
- 4. Except where it interferes with an employee's legal or contractual rights, the timing of unpaid leaves of absence will be granted at the convenience of the District.

d) **Other leaves of absence:**

1. **Emergency Service Volunteer Leave**

Upon presentation of a written request from the American Red Cross and with the approval of the Superintendent, employees certified by the American Red Cross as disaster volunteers shall be granted leave from work with pay for up to twenty (20) days in any calendar year to participate in specialized disaster relief operations. This leave shall be provided without loss of seniority, compensation, sick leave, vacation leave or other overtime compensation to which the volunteer is otherwise entitled.

2. **Screenings for Cancer**

Employees shall be granted up to four (4) hours of paid leave on an annual basis to undertake a screening for cancer; This leave shall be excused leave and shall not be charged against any other leave to which the employee is entitled.

3. **Blood Donation**

The School District must either, at its option:

- (a) Grant three (3) hours of leave of absence in any twelve (12) month period to an employee who seeks to donate blood. According to Commissioner's Guidelines, leave granted to employees for off-premises blood donation is not required to be paid leave.

(Continued)

Personnel

SUBJECT: LEAVES OF ABSENCE (Cont'd.)

The leave may not exceed three (3) hours unless agreed to by the Superintendent/designee; or

- (b) Allow its employees without use of accumulated leave time to donate blood during work hours at least two (2) times per year at a convenient time and place set by the Superintendent/designee, including allowing an employee to participate in a blood drive at the District.

Leave taken by employees at a District-designated donation alternative (such as a District-sponsored blood drive at the workplace) must be paid leave that is provided without requiring the employee to use accumulated vacation, personal, sick, or other leave time.

The District shall not retaliate against an employee for requesting or obtaining a leave of absence under this section. Additional leaves for the purpose of blood donation under any other provision of law shall not be prevented.

4. **Bone Marrow Donation**

Employees seeking to undergo a medical procedure to donate bone marrow shall be granted leaves to do so, the combined length of the leaves to be determined by the physician, but may not exceed twenty-four (24) work hours unless agreed to by the Superintendent/designee. The District shall require verification for the purpose and length of each leave requested by the employee for this purpose.

The District will not retaliate against an employee for requesting or obtaining a leave of absence under this section. Additional leaves for the purpose of bone marrow donation under any other provision of law will not be prevented.

5. **Nursing Mothers**

The District shall provide reasonable unpaid break time or permit the use of paid break time or meal time each day to allow an employee to express breast milk for her nursing child for up to three (3) years following childbirth. The District shall make reasonable efforts to provide a room or other location in close proximity to the work area where the ~~nursing mother~~ **employee** can express milk in privacy. The District shall not discriminate against an employee who chooses to express breast milk in the workplace.

Reasonable unpaid break time is generally no less than twenty (20) minutes and no more than thirty (30) minutes dependent upon on the proximity of the designated location for expressing breast milk. In most situations, the District is required to provide unpaid break time at least once every (3) hours if requested by the employee. At the employee's option, the District shall allow the employee to work before or after her normal shift to make up the amount of time used during the unpaid break time(s) so long as such additional time requested falls within the District's normal work hours.

(Continued)

SUBJECT: LEAVES OF ABSENCE (Cont'd.)

The District shall provide written notice to employees who are returning to work following the birth of a child of their right to take unpaid leave for the purpose of expressing breast milk. Such notice may either be provided individually to affected employees or to all employees generally through publication of such notice in the employee handbook or posting of the notice in a central location.

Any employee wishing to avail herself of this benefit is required to give the District advance notice, preferably prior to her return to work, to allow the District an opportunity to establish a location and schedule leave time to accommodate employees as needed.

6. Military Leave

The District will comply with state and federal laws regarding military leave and re-employment.

~~Leaves of absence for military spouses are granted in accordance with law and are unpaid.~~

7. ~~Victims of Domestic Abuse~~ Witnesses or Victims of Crimes

~~Employers are required to provide employees with an unpaid leave to appear as a witness, consult with the district attorney, or exercise the employee's statutory rights as the victim of, or witness to a crime of domestic violence. A victim of domestic violence may need one or more of these types of leave. The District will grant an unpaid leave of absence to an employee, who is a victim of or a witness to a criminal offense, that is required or chooses to appear as a witness, consult with the district attorney, or exercise his or her rights as provided in the Criminal Procedure Law, the Family Court Act, and the Executive Law.~~

To use this leave, the employee must provide notice of the need for leave at any time prior to the actual day of leave. ~~Employers are~~**The District is** permitted to ask the ~~employee~~**party** who sought the attendance or testimony of the employee to provide verification of the employee's service. Employees will not be penalized or discharged for absences by reason of a required appearance as a witness in a criminal proceeding, or consultation with the district attorney, or exercising his or her rights as provided under the law.

8. Victims of Domestic Violence

Unless the absence would cause an undue hardship to the District, the District will provide reasonable accommodations to employees who are victims of domestic violence who must be absent from work for a reasonable time in accordance with law.

An employee availing themselves of this leave must provide the District with reasonable advance notice, unless providing this notice is not feasible. An employee unable to provide reasonable advance notice must, within a reasonable time after the absence, provide a certification to the District when requested.

To the extent allowed by law, the District will maintain the confidentiality of any information related to an employee's status as a victim of domestic violence.

(Continued)

Personnel

SUBJECT: LEAVES OF ABSENCE (Cont'd.)

8. Jury Duty

As provided by law, any employee who is summoned to serve as a juror and who notifies the District to that effect prior to his or her term of service will not, on account of absence by reason of jury service, be subject to discharge or penalty. The District will ensure that all absences for this purpose are granted in accordance with law and the terms of any applicable collective bargaining agreement.

9. Voting

Employees who are registered voters may take up to three hours of paid leave to vote at any general election, special election called by the Governor, primary election, or municipal election. This does not include school district elections, library district elections, fire district elections, special town elections, or early voting periods. The employee will be allowed time off for voting only at the beginning or the end of his or her working shift, as the District may designate, unless otherwise mutually agreed.

Employees requiring working time off to vote must notify the District not less than two working days before the day of the election.

The District must post a notice informing employees of their right to leave in order to vote not less than ten working days before an election and until polls close on election day. This notice will be conspicuously posted in a place where it can be seen by employees as they come and go to their place of work.

~~Uniformed Services Employment & Reemployment Rights Act of 1994 (USERRA), 38 United States Code(USC) Sections 4301-4333
Civil Service Law Sections 71-73; and 159-b Education Law Sections 1709(16), 3005, 3005-a and 3005-b
Judiciary Law Sections 519 and 521
General Municipal Law Section 92-e
Labor Law Sections 202-a, 202-e, 202-i, 202-j and 206-e
Military Law Sections 242 and 243
Penal Law Section 215.14~~

29 USC § 207(r)
Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), 38 USC §§ 4301-4333
Civil Service Law §§ 71-73 and 159-b
Education Law §§ 1709(16), 2509(6), 2573(12), 3005, 3005-a and 3005-b
General Municipal Law §§ 92, 92-c, and 92-d
Election Law § 3-110
Executive Law § 296(22)
Judiciary Law §§ 519 and 521
Labor Law §§ 202-a, 202-ei, 202-ij, 202-ji and 206-c
Military Law §§ 242 and 243
Penal Law § 215.14

Adoption Date 3/23/09
Revision Date 7/12/18, 1/13/20
Review Date

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT

The Board of Education recognizes that learning environments that are safe and supportive can increase student attendance and improve academic achievement. A student's ability to learn and achieve high academic standards, and a school's ability to educate students, is compromised by incidents of discrimination or harassment, including but not limited to bullying, taunting and intimidation. Therefore, in accordance with the Dignity for All Students Act, Education Law, Article 2, the District will strive to create an environment free of discrimination and harassment and will foster civility in the schools to prevent and prohibit conduct which is inconsistent with the District's educational mission.

The District condemns and prohibits all forms of discrimination and harassment of students based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex by ~~school employees or students on school property and at school-sponsored activities and events that take place at locations off school property.~~ In addition, ~~any act of discrimination or harassment, outside of school sponsored events, which can reasonably be expected to materially and substantially disrupt the education process may be subject to discipline.~~

In addition, other acts of harassment, bullying, and/or discrimination that occur off school property may be subject to discipline or other corrective action, where such acts create or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation, or abuse might reach school property.

Dignity Act Coordinator

At least one (1) employee at every school shall be designated as the Dignity Act Coordinator(~~s~~DAC). The Dignity Act Coordinator(s) will ~~be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity or expression) and sex.~~ The Board of Education shall appoint the Dignity Act Coordinator(s) and share the name(s) and contact information with all school personnel, students, and parents/persons in parental relation receive reports of harassment, bullying, and/or discrimination. Each DAC will be:

- a) Approved by the Board;
- b) Licensed and/or certified by the Commissioner as a classroom teacher, school counselor, school psychologist, school nurse, school social worker, school administrator or supervisor, or Superintendent;
- c) Instructed in the provisions of the Dignity for All Students Act and its implementing regulations;
- d) Thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and sex;
- e) Provided with training which addresses: the social patterns of harassment, bullying, and discrimination, including, but not limited to, those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex;

(Continued)

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT (Cont'd.)

- f) Provided with training in the identification and mitigation of harassment, bullying, and discrimination; and
- g) Provided with training in strategies for effectively addressing problems of exclusion, bias, and aggression in educational settings.

The District will widely disseminate the name, designated school, and contact information of each DAC to all school personnel, students, and parents or persons in parental relation by:

- a) Listing it in the *Code of Conduct*, with updates posted on the District's website; and
- b) Including it in the *Code of Conduct's* plain language summary provided to all parents or persons in parental relation to students before the beginning of each school year; and
- c) Providing it to parents or persons in parental relation in at least one District or school mailing or other method of distribution each school year, including, but not limited to, electronic communication and/or sending information home with each student. If the information changes, parents and persons in parental relation will be notified in at least one subsequent District or school mailing, or other method of distribution as soon as practicable thereafter; and
- d) Posting it in highly visible areas of school buildings; and
- e) Making it available at the District and school-level administrative offices.

If a Dignity Act Coordinator vacates his/her position, ~~the District will immediately designate another school-eligible employee shall immediately be designated for~~ as an interim ~~appointment~~ **DAC as Coordinator**, pending approval of a successor DAC from the Board of Education, within thirty (30) days of the date the position was vacated. In the event a ~~Coordinator-DAC~~ is unable to perform the duties of the position for an extended period of time, ~~the District will immediately designate another school-eligible employee shall immediately be designated for~~ as an interim ~~appointment as Coordinator~~ **DAC**, pending the return of the previous ~~Coordinator~~ individual to the position.

Training and Awareness

Each year, all employees will be provided with training to promote a supportive school environment that is free from harassment, bullying, and/or discrimination, and to discourage and respond to incidents of harassment, bullying, and/or discrimination. This training may be provided in conjunction with existing professional development, and will be conducted consistent with guidelines approved by the Board, and will include training to:

- a) Raise awareness and sensitivity to potential acts of harassment, bullying, and/or discrimination;
- b) Address social patterns of harassment, bullying, and discrimination ~~and the effects on students;~~

(continued)

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT (Cont'd.)

- c) Inform employees on the identification and mitigation of harassment, bullying, and discrimination;
- d) Enable employees to prevent and respond to incidents of harassment, bullying, and/or discrimination;
- e) Make school employees aware of the effects of harassment, bullying, cyberbullying, and/or discrimination on students;
- f) Provide strategies for effectively addressing problems of exclusion, bias, and aggression;
- g) Include safe and supportive school climate concepts in curriculum and classroom management; and
- h) Ensure the effective implementation of school policy on conduct and discipline.

Rules against harassment, bullying, and discrimination will be included in the *Code of Conduct*, publicized District-wide, and disseminated to all staff and parents or persons in parental relation. Any amendments to the *Code of Conduct* will be disseminated as soon as practicable following their adoption. The District will provide new employees with a complete copy of the current *Code of Conduct* upon beginning their employment, and distribute an age-appropriate summary to all students at a school assembly at the beginning of each school year.

~~Training will be provided each school year for all District employees in conjunction with existing professional development training to raise staff awareness and sensitivity of harassment and discrimination directed at students that are committed by students or school employees on school property or at a school function. Training will include ways to promote a supportive school environment that is free from discrimination and harassment, emphasize positive relationships, and demonstrate prevention and intervention techniques to assist employees in recognizing and responding to harassment and discrimination, as well as ensuring the safety of the victims.~~

(Continued)

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT (Cont'd.)

~~Instruction in grades Kindergarten through 12 shall include a component on civility, citizenship and character education. Such component shall instruct students on the principles of honesty, tolerance, personal responsibility, respect for others, observance of laws and rules, courtesy, dignity and other traits which will enhance the quality of their experiences in, and contributions to, the community. For the purposes of this policy, "tolerance," "respect for others" and "dignity" shall include awareness and sensitivity to discrimination or harassment and civility in the relations of people of different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, genders and sexes.~~

~~Rules against discrimination and harassment will be included in the Code of Conduct, publicized District wide and disseminated to all staff and parents. An age appropriate summary shall be distributed to all students at a school assembly at the beginning of each school year.~~

Internal Reports and Investigations of Discrimination and Harassment

~~The District will investigate all complaints of harassment and discrimination, either formal or informal, and take prompt corrective measures, as necessary. Complaints will be investigated in accordance with applicable policies and regulations. If, after an appropriate investigation, the District finds that this policy has been violated, corrective action will be taken in accordance with District policies and regulations, the Code of Conduct, and all appropriate federal or state laws.~~

~~The District will annually report material incidents of discrimination and harassment to the State Education Department as part of the Uniform Violent and Disruptive Incident Reporting System (VADIR).~~

All District employees who witness or receive an oral or written report of harassment, bullying, and/or discrimination are required to take action. District employees must make an oral report promptly to the Superintendent or principal, their designee, or the Dignity Act Coordinator (DAC) not later than one school day after witnessing or receiving an oral or written report of harassment, bullying, and/or discrimination. No later than two school days after making the oral report, the District employee must file a written report with the Superintendent or principal, their designee, or the DAC.

The Superintendent or principal, their designee, or the DAC will lead or supervise the thorough investigation of all reports of harassment, bullying, and/or discrimination and ensure that all investigations are promptly completed after the receipt of a written report. In investigating any allegation, the investigator may seek the assistance of the District's Civil Rights Compliance Officer in investigating, responding to, and remedying complaints of harassment, bullying, and/or discrimination.

When an investigation verifies a material incident of harassment, bullying, and/or discrimination, the Superintendent or principal, their designee, or the DAC will take prompt action, consistent with the District's *Code of Conduct*, reasonably calculated to end the harassment, bullying, and/or discrimination, eliminate any hostile environment, create a more positive school culture and climate, prevent recurrence of the behavior, and ensure the safety of the student or students against whom the behavior was directed.

The Superintendent or principal, their designee, or the DAC will promptly notify the appropriate local law enforcement agency when it is believed that any harassment, bullying, and/or discrimination constitutes criminal conduct.

SUBJECT: DIGNITY FOR ALL STUDENTS ACT (Cont'd.)

Reporting Incidents to the Superintendent

At least once during each school year, each building principal will provide a report on data and trends related to harassment, bullying, and/or discrimination to the Superintendent in a manner prescribed by the District. This report will be used to submit the annual School Safety and the Educational Climate (SSEC) Summary Data Collection form to the State Education Department (SED).

Reporting of Material Incidents to the Commissioner of Education

Each school year, the District will submit to the Commissioner a report of material incidents of harassment, bullying, and/or discrimination that occurred during the school year in accordance with law and regulation. This report will be submitted in a manner prescribed by the Commissioner, on or before the basic educational data system (BEDS) reporting deadline or other date determined by the Commissioner.

Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)

Any person who has reasonable cause to suspect that a student has been subjected to ~~discrimination or harassment~~ harassment, bullying, and/or discrimination by an employee or student, on school grounds or at a school function, who acts reasonably and in good faith and reports such information to school officials, the Commissioner, or law enforcement authorities, shall have immunity from any civil liability that may arise from making such report. The Board prohibits any retaliatory behavior directed at complainants, victims, witnesses and/or any other individuals who participated in the investigation of a complaint of discrimination or harassment.

Publication of District Policy

At least once during each school year, all employees, students, and parents or persons in parental relation will be provided with a written or electronic copy of this policy, or a plain-language summary of it. The policy or summary will include information relating to how students, parents or persons in parental relation, and may report harassment, bullying, and/or discrimination. Additionally, the District will maintain a current version of this policy on its website at all times.

Application

Nothing in this policy or its implementing regulations should be interpreted to preclude or limit any right or cause of action provided under any local, state, or federal ordinance, law or regulation including, but not limited to, any remedies or rights available under the Individuals with Disabilities Education Act, Title VII of the Civil Rights Law of 1964, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990.

Education Law Sections 10-18 and ~~801-a~~ and 2801
8 New York Code of Rules and Regulations (NYCRR) Section 100.2(1)(2)

Adoption Date 7/12/2012
Revision Date 1/13/2020
Review Date

Proposal to Provide Professional Inventory & Appraisal Services

to:

Rocky Point UFSD

Offered by:

AssetWORKS

Innovative Solutions. Accurate Valuations.

Comprehensive Fixed Asset Inventory Solution Proposal for:

Rocky Point UFSD

- 2 -

November 20, 2019

Ms. Virginia Holloway
District Treasurer
Rocky Point UFSD
90 Rocky Point-Yaphank Road
Rocky Point, NY 11778

RE: Comprehensive Fixed Asset Inventory Proposal for Rocky Point UFSD

AssetWorks, LLC is pleased to submit this comprehensive fixed asset inventory solution proposal at the request of Rocky Point UFSD. AssetWorks proposes to provide professional services to develop sufficient documentation to comply with asset management and/or GASB 34 requirements.

I, Ryan Tate, will be your primary point of contact and have the authority to bind AssetWorks Risk Management Inc. to this contract. If I can be of any assistance, please contact me directly at 412.809.8393 or ryan.tate@assetworks.com.

Respectfully submitted,



Ryan M. Tate
Regional Director
AssetWorks LLC

1. EXECUTIVE SUMMARY

You can confidently select AssetWorks Appraisal as a partner to conduct your on-site inventory and valuation for the following reasons:

- We have been in the business of fixed asset inventory and valuation for more than 20 years and have the reputation of being the “best of class” provider. We are already a trusted partner with entities across the United who have employed our services in years past.
- AssetWorks is the technology pioneer in property valuation. We have the most advanced system in the business (AssetMAXX™) and offer a perpetuation capability that minimizes the cost of ongoing property valuations.
- We have successfully provided property valuation and appraisal services for more than 5,000 entities across the United States, Europe, and Puerto Rico.



AssetWorks, LLC is a wholly owned subsidiary of Constellation Software, Inc. Constellation Software, Inc. is an international provider of market-leading software and services to a variety of industries, across both public and private sectors. The company was founded in 1995 and has a large, diverse customer base of 80,000 customers, operating in over 100 countries around the world. Constellation is an extremely healthy organization, with consolidated revenues exceeding US \$3 billion in 2018.

AssetWORKS AssetWorks, LLC is an industry-leading provider of technology and consulting solutions for asset and infrastructure intensive organizations in government, education, utilities, telecommunications, transportation, healthcare and the commercial sector. Our suite of Enterprise Asset Management (EAM) software solutions and professional consulting services enable organizations to improve maintenance practices, streamline operations, and improve accountability for mission-critical capital and infrastructure assets.

Leveraging the latest Internet, e-commerce, and mobile computing technologies, our software and industry leading expertise help our customers maximize resource utilization, improve service delivery, and achieve substantial and measurable cost savings. Whether you are doing more with fewer resources, or managing more assets with the same amount of resources, AssetWorks provides a complete solution.

AssetWORKS
APPRAISAL AssetWorks offers asset management solutions that embrace all aspects of capital asset and real property tracking, valuation and reporting. Our innovative solutions help organizations to vastly improve GASB34/35 compliance, generate detailed financial reports, carry out depreciation and capitalization modeling, track property disposal, generate property insurance reports, and much more.

2. BENEFITS & FEATURES OF THE ASSETWORKS SOLUTION

2.1 CONFIDENCE IN HIGH QUALITY

AssetWorks has identified 'quality' as being the primary focus in all projects. Quality work results in a highly satisfied client and has been the basis of our success. Systems in place lead to shorter study periods, reliable data, minimized rework and a more useful reporting tool. The five stages of quality control include:

- Project Design & Implementation Plan – Project Director
- Daily Data Review – Project Manager
- Finalized Data Review – Regional Manager
- Preliminary Reports Review – Client
- Data Integrity Review – ISG Processor

Our aggressive quality control regime is led by a corporate philosophy of "Quality First, Profitability Second". Annual client surveys along with the partnerships with long-term clients have taught that this is never to be overlooked.

2.2 EXPERIENCED PERSONNEL

The core of our success is our dedicated and qualified personnel. Our asset services professional staff is comprised of consultants possessing backgrounds in a wide range of specialties, including architecture, engineering, construction estimating, accounting, real estate, finance, and business management. Members of our staff maintain affiliations with various professional associations focusing on the American Society of Appraisers (ASA). AssetWorks has a unique combination of highly skilled professionals and cutting-edge technology that allows us to assess, execute, and support each client's specific valuation requirements in a professional, timely, and cost-effective manner.

2.3 VALUE-ADDED SOFTWARE & TECHNOLOGY

AssetWorks internally designed and built the AssetMAXX system, a web-based application enabling clients to track, access and maintain their asset/property data. Insurance and accounting reporting is made possible for the client through this system. Template reports and Ad-Hoc reports provide for flexibility and a customized aspect to AssetMAXX. Annual perpetuation of data saves time and money for our clients and makes the annual reporting process a much simpler task. The increased reliance on modern information technology (versus manual processes) was a core component of the reengineering of our practice.

2.4 STRONG & STABLE FINANCIAL PARTNER

It is important to have confidence in the commitments made to you and AssetWorks has the strength and stability to guarantee. Our group has been successful since 1989 performing the same services. This is a high integrity, public company that is a part of the Toronto Stock Exchange. Open books and open disclosure along with strong finances provide for an environment of quality, honesty and commitment.

3. PROJECT SCOPE AND PROCEDURES

3.1 PROJECT APPROACH

AssetMAXX Software - Setup and Data Conversion

Prior to starting the physical inventory portion of the project, AssetWorks will setup the AssetMAXX system and successfully convert all legacy fixed asset data. This is a key step in the process because it will help the customer to establish a baseline fixed asset inventory database as well as properly track and report on exception assets such as disposals which are important for audit compliance. AssetMAXX will be utilized by AssetWorks staff to conduct the on-site inventory. This process will include the following steps:

1. Customer provides AssetWorks with legacy fixed asset data. MS Excel or comma delimited format is preferred.
2. AssetWorks reviews the data file(s) and works with the customer to get the data in the best possible format for import. Assignment of database code numbers and associated descriptions for locations, buildings, and classification codes will be established.
3. AssetWorks sets up the AssetMAXX system and all users.
4. AssetWorks maps all fixed asset fields with the fields in AssetMAXX for import.
5. Upon approval of the data mapping, AssetWorks imports all data to the AssetMAXX system.

Project 'Kickoff' Meeting

Our project team will hold a comprehensive project-planning meeting with your representatives in advance to the start of the fieldwork. We advise that members of the administrative staff or other directly involved personnel attend this meeting.

Topics of discussion include confirmation of project scope and time frames, clarification of assets to be verified, the physical inventory schedule, accessibility to buildings, contact person at each building or location, and the availability and use of original purchase records. The meeting lays the foundation for the methods and procedures used in perpetuating records upon completion of the inventory and delivery of the reports.

Client Staff Expectations

AssetWorks believes that clients retain our services with the expectation that AssetWorks staff, as paid professionals and consultants, will perform the necessary tasks in a high-quality manner to successfully complete the project on time. We do, of course, view our clients as active participants and anticipate their assistance with the following:

- **Pre-Project Planning and Announcement** – AssetWorks will identify key items to have prepared for the project kickoff meeting. We ask that you prepare a memo for staff members to announce the project and give the general purpose and time frame.
- **Access to All Sites** – AssetWorks appraisers will be granted access to all sites and buildings based on a mutually agreed upon appraisal schedule.
- **Timely production of customer supplied data** – Certain types of assets or pieces of financial information such as capital improvement projects, licensed vehicles, or land parcel information are required for financial reporting purposes. AssetWorks will need this information supplied in a timely manner or it will not be possible to achieve an on-time completion of the project.

Comprehensive Fixed Asset Inventory Solution Proposal for:

Rocky Point UFSD

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Project 'Closeout' Meeting

Upon completion of the on-site investigation, the AssetWorks project manager will conduct a final closeout meeting with your staff. The focus is to ensure that all sites and properties have been accounted for and to answer any questions that you might have. This is also the time at which your staff should ensure that they have transferred all client supplied data to the project manager. Later delivery of data could delay final report processing.

3.2 INVENTORY & VALUATION PROCEDURES**Capital Improvements**

In addition, capital improvements that extend the useful life of a building (i.e.; roofing projects, energy projects, remodeling, and replacing major building components) should be capitalized and become a part of the statement of assets for purposes of complying with GASB 34. To ensure that these assets are recognized and recorded, AssetWorks will document recent capital project data as it is supplied by the customer. This information will include:

- a) Project Description
- b) Project Cost
- c) Year Completed
- d) Funding Source

Machinery, Furniture, and Equipment

A detailed inspection and field inventory will be conducted at all buildings, identifying each asset by location, building and room. All assets included in our inventory and appraisal will be recorded and categorized by major account. This segregation of items will assist in reporting asset valuation totals for capital asset reporting formats. Our appraisers will utilize handheld computers equipped with laser scanners to document the required information for each asset where available:

- | | |
|--------------------------------|---|
| a) Asset Identification Number | j) Site/Location |
| b) Description | k) Room/Sub-location |
| c) Quantity | l) Historical (and Replacement) Costs |
| d) Acquisition Date | m) Miscellaneous/User Defined (i.e. old tag#) |
| e) Manufacturer | n) Funding, Department and Program Source* |
| f) Model | o) Normal Useful Life |
| g) Serial Number | p) Accumulated Depreciation |
| h) Asset Account | |
| i) Building | |

*Fund, Department and Program numbers will be included with the assistance of customer personnel. AssetWorks appraisers will apply barcode tags to each asset and enter the tag numbers along with all corresponding asset information into the database. Tags will be applied in a consistent location on like items, enabling ease of future re-inventory efforts. Our base fee includes the cost of all tags necessary for the initial inventory.

- **Capital Assets** – All assets with an original cost of **\$1,000** or more and having an estimated useful life of three years or greater will be inventoried and identified individually and capitalized in the resulting reports and data. Only these assets will appear in the capitalized accounting reports.

Comprehensive Fixed Asset Inventory Solution Proposal for:

Rocky Point UFSD

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Land/Site Improvements

Improvements outside of a building and particular to a parcel of land will be inventoried and valued individually. Included are assets such as parking lots, fencing, exterior lighting, signs and flagpoles.

Licensed Vehicles

Licensed vehicles will be included in our inventory and valuation based upon information provided to AssetWorks staff. Listings provided should include vehicle assignment, description, VIN number, acquisition date and cost, make, manufacturer and model, where available.

Land Parcels

Land will be recorded in our database of information and reports based on information provided to AssetWorks staff. This information should include, but not limited to location, description, acquisition date and cost, and source of funds.

3.3 VALUATION METHODOLOGY

The offsite valuation portion of the project entails the research and calculations necessary to formulate both historic and/or replacement costs. The project manager and quality control supervisor work hand-in-hand to ensure the integrity of the data. The focus is on completeness, accuracy and proper formatting of all data prior to final processing and delivery.

Our investigation of the property will follow generally accepted appraisal techniques and will include the use of specific techniques necessary to develop valid and acceptable original cost and date of acquisition for each asset. This includes use of the straight-line method of depreciation. We will determine original cost by using the following costing methods:

- The **Direct Costing** method will be used where historical data is readily available from Town records. The actual purchase cost and acquisition date will be maintained for those assets. While AssetWorks is not proposing a detailed line-by-line reconciliation, our staff will work with records as provided by the Town to tie back original cost and dates of acquisition on the more material and recent acquisitions.
- The **Standard Costing** is used when inventoried property units/groups not reconciled to a historical record receive an estimated cost, where possible, based upon a standard cost (a known average installed cost for a like unit) at the estimated acquisition date.
- The **Normal Costing** method will be used where no historical information is readily available. These assets will be valued on a current basis and back-trended to an estimated date of acquisition to estimate the original cost. During the costing and valuation procedures, all items will be assigned a useful life. The useful life of an item will determine its approximate replacement year.

Comprehensive Fixed Asset Inventory Solution Proposal for:

Rocky Point UFSD

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During the course of the valuation research, our appraisers will examine all assets to determine date of acquisition, original cost and/or replacement cost new, defined as follows:

- **Original Cost** is the amount originally paid to acquire the asset, including such cost as set-up charges; transportation; taxes; engineering and architectural fees; and title insurance. If an asset was donated or bought for a nominal sum, GAAP requires that the asset be accounted for at market value as of the date of acquisition.
- **Replacement Cost New** is the amount required to reproduce property in like utility and function, in accordance with current market prices for materials, labor, equipment, contractor's overhead, profit and fees, but with no provisions for overtime or bonuses for labor and premiums for material or equipment, based upon replacing the entire property at one time.

Classification of Assets

During the inventory and coding processes, AssetWorks will classify each asset by distinct type or category. Assets will be assigned to more than twenty different classifications, each with its own estimated normal useful life. This classification structure will enable the District to select off data for flexible reporting, as well as provide a benchmark for projecting replacement of capital equipment.

Additionally this structure will provide the asset life schedule for calculation of depreciation for current reporting requirements and eventual compliance with GASB-34 requirements. Your involvement in the establishment of these guidelines will be essential on the front end of our engagement. Our team can review our recommended asset life schedules with you (and your external auditor) to reach mutually agreeable determinations in this area.

3.4 PROJECT SCHEDULE

AssetWorks' automated approach and depth of experienced staff qualify us to complete all phases of this project in a timely fashion. Upon receipt of your authorization, AssetWorks will arrange a mutually agreeable schedule for the project planning meeting and our on-site inspection. The standard turnaround time from project start to finish is 90 days.

4. DELIVERABLES

Added quality control waypoints include the issuance of preliminary reports prior to final report distribution and optical electronic report for future perpetuation.

4.1 PRELIMINARY REPORTS

Draft Summary and detail reports will be sent via email in .pdf format for review. Our clients have two weeks from the point of issuance to determine acceptability of the final data. Upon acceptance, AssetWorks will then prepare and deliver final reports in electronic and hard-copy format.

4.2 FINAL REPORTS

The final reports will be presented in an easy-to-read format. Detail as well as summary reports are included in the final product. A narrative section that will certify our inventory and valuation and document our procedures will precede your reports. Your reports will include:

Accounting Reports

- Accounting Summary Report Sorted by Fund, Asset Type
- Accounting Detail Reports Sorted by Fund, Location
- Current Year Depreciation Summary by Program
- Accounting Summary report Sorted by Category

Insurance Reports

- Insurance Summary
- Insurance Detail
- Building Detail

6. TERMS & CONDITIONS

The following terms and conditions apply to the proposal ("Proposal") submitted by AssetWorks LLC ("AssetWorks" or "Company") and any resulting contract ("Final Contract") between AssetWorks and the legal entity to which the Proposal is submitted ("Customer") with respect to AssetWorks' services ("Services").

1. Proposal Terms

1.1 In the event any portions of the Proposal will be incorporated into the Final Contract, only the portions of the Proposal which are deemed a contractual commitment will be included in the Final Contract as a direct provision thereof and not the entirety of the Proposal.

1.2 By accepting the Proposal, Customer agrees to these terms and conditions.

1.3 The fees set forth in the Proposal are valid for a period of 90 days.

2. Standard Service Terms

2.1 AssetWorks shall provide guidance to Customer in determining the data required by AssetWorks for purposes of performing the Services. Customer agrees to provide AssetWorks with all data specifically requested, including documentation and information, (collectively, "Data") in a timely manner. In its performance of the Services, AssetWorks will rely on the Data provided by Customer. AssetWorks shall assume, without incurring liability therefore, that all Data provided by Customer is correct and complete. In the event that Customer provides additional and/or corrected Data at a later date, AssetWorks' efforts with respect to such additional and/or corrected Data shall be deemed additional Services and subject to additional fees.

2.2 Customer agrees to cooperate with AssetWorks in providing access to Customer's property and assets as required for AssetWorks to perform the Services. Failure to provide such access will cause delay and be subject to additional fees.

2.3 Project completion will be upon delivery of the final reports. Final report delivery occurs upon the earlier of: (i) acceptance of the preliminary reports by Customer or (ii) 10 business days after the date of preliminary report delivery, at which time the preliminary reports are then deemed the final reports.

2.4 In the performance of the Services, AssetWorks will specifically exclude the following asset types from its analysis: intangible assets, easements, rights of way, records, drawings, software, fine arts, consumables, spare parts, and third-party property.

3. General Terms

3.1 AssetWorks will invoice 70% of the fees upon completion of the fieldwork portion of the project and the remaining 30% of fees upon delivery of the preliminary reports. Payments are due within 30 days of invoice date.

3.2 Customer and AssetWorks shall each retain ownership of, and all right, title, and interest in and to, their respective pre-existing intellectual property and any derivatives thereof, and no license therein, whether express or implied, will be granted by these terms and conditions or the Proposal. To the extent a party decides to grant to the other license rights or interests in pre-existing intellectual property, mutually acceptable license terms shall be set forth in the Final Contract or other written agreement executed by the parties.

3.3 AssetWorks' aggregate liability under the Final Contract, whether in contract, tort, or otherwise, shall not exceed the amounts paid under the Final Contract during the 12-month period immediately preceding the claim and neither party shall be liable for any indirect, incidental, consequential, exemplary, special, or punitive damages including, without limitation, any damages resulting from loss of use, loss of business, loss of revenue, loss of profits, or loss of data, even if a party has been advised of the possibility of such damages.

7. PROJECT FEES & AUTHORIZATION

Please initial the option selected, sign the acceptance page and email a copy to ryan.tate@assetworks.com. All professional fees outlined below are in US Dollars and include out-of-pocket expenses. Any additional locations are subject to additional fees which will be negotiated.

Professional Inventory Services

Authorization (Please Initial)

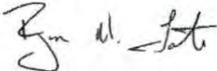
2020 Fixed Asset Inventory and Verification Services	\$8,800	_____
--	---------	-------

Services Billing Schedule

- | | |
|--|-----|
| 1. Professional Inventory Services (Completion of Fieldwork) | 70% |
| 2. Professional Inventory Services (Delivery of Preliminary Reports) | 30% |

RESPECTFULLY OFFERED BY:
AssetWORKS

ACCEPTED BY:
Rocky Point UFSD, NY



Ryan Tate
Regional Director
November 20, 2019

Signature

Name

Title

Date

8. DISTRICT LOCATIONS

Site	Square Footage
High School	176,899
Middle School	117,500
JAE Elementary School	101,245
FJC Elementary School	97,965
Maintenance Garage	
Press Box	

CHANGE ORDER

AIA DOCUMENT G701

OWNER • SED No.: 58-02-09-02-0-005-032
 ARCHITECT •
 CONTRACTOR • Rocky Point HS/MS
 FIELD •
 OTHER •

PROJECT: (name,address)	Rocky Point U.F.S.D. 90 Rocky Point-Yaphank Road Rocky Point, NY 11778	CHANGE ORDER NUMBER: 2
CONTRACTOR: (name,address)	Stalco Construction, Inc. 1316 Motor Parkway Islandia, NY 11749	DATE: December 12, 2019
		ARCHITECTS PROJECT NO.
		CONTRACT DATE: 5/15/18
		CONTRACT FOR: Contract No. 1 – GC

The Contract is changed as follows:

The Contractor is directed to supply all labor, material and equipment required to complete the following:

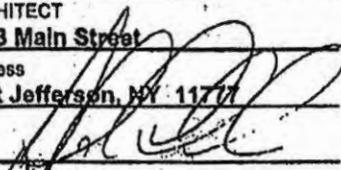
- An Allowance, in the amount of \$15,000.00 was included in the Contract Documents for unforeseen conditions. The Allowance is being returned to the Owner. Deduct: \$15,000.00

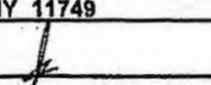
Total Deduct: \$15,000.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Cost) was.....	\$904,796.00
Net change by previously authorized Change Orders.....	\$55.00
The (Contract Sum) (Guaranteed Maximum Cost) prior to this Change Order was.....	\$904,741.00
The (Contract Sum) (Guaranteed Maximum Cost) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$15,000.00
The new (Contract Sum)(Guaranteed Maximum Cost) including this Change Order will be	\$889,741.00
The Contract Time will be (increased)(decreased)(unchanged) by	(0) days
The Date of Substantial Completion as of the date of this Change Order therefore is	

NOTE: The summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

John A. Grillo, P.C.
 ARCHITECT
 1213 Main Street
 Address
 Port Jefferson, NY 11777
 BY 
 DATE 12/12/19

Stalco Construction, Inc.
 CONTRACTOR
 1316 Motor Parkway
 Address
 Islandia, NY 11749
 BY 
 DATE 12/12/19

Rocky Point UFSD
 OWNER
 90 Rocky Point-Yaphank Road
 Address
 Rocky Point, NY 11778
 BY _____
 DATE _____

AIA CAUTION: You should sign an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

AIA DOCUMENT G701 CHANGE ORDER 1987 EDITION AIA 1987 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W. WASHINGTON, D.C. 20006

CHANGE ORDER CERTIFICATION

FP-COC 04/10
Page Two

Part Three

1

Change order requirements:

- ✓ The scope of the change order must relate to the project scope previously approved.
- ✓ Dollar amounts applied from allowances toward costs associated with the changes must be provided.
- ✓ If the cost of this change order is not within the approved amount as currently established on the SA-4, please provide a Form FP-FI, Request for Revision of Financial Information, with documentation showing the additional authorization of funds.
- ✓ Each change order shall be signed by the president of the board of education, the architect/engineer, and the contractor.

2

Certification of the Superintendent of Schools (District Superintendent if a BOCES project)

The following statements are true and correct to the best of my knowledge and belief:

- The revised total cost is within the authorized appropriation for this project.
- Where any work of this change order requires a type or kind of work that is not included in the original contract documents, the school district's attorney has been contacted to assure conformance with the Opinion of the State Comptroller No. 60-505.

_____ Date

_____ Signature and printed name of the School Superintendent or District Superintendent if a BOCES project

3

Certification of the Architect or Engineer

The following statements are true and correct to the best of my knowledge and belief:

- Work required by this change order is in accordance with applicable sections of the approved contract documents.
- Any plan, sketch, or attachment referenced in this change order is included herein.
- Work required by this change order is in accordance with applicable provisions of the NYS Uniform Fire Prevention and Building Code, State Education Department's building standards, and NYS Department of Labor's Code Rule 58.
- Work required by this change order was designed by an architect or engineer who is currently licensed by the State of New York.
- Work required by this change order that involves asbestos-containing building material (ACBM) was designed by an architect or engineer who is currently licensed by the State of New York and who is appropriately certified as an asbestos designer by the NYS Department of Labor at the time he/she designed the asbestos-related project.

John A. Grillo, Architect, P.E.

_____ Architectural/Engineering Firm Name

12/12/2019

_____ Date

John M. Grillo, Architect

_____ Signature and printed name of the Architect or Engineer



CHANGE ORDER CERTIFICATION

Must be attached to back of Change Order

FP-COC 09/02, rev 08/08,
rev. 04/10

Page One

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

Office of Facilities Planning, Room 1080 Education Building Annex

Tel. (518) 474-3906 Fax (518) 486-5918

www.emsc.nysed.gov/facplan/

Instructions: This CERTIFICATION is required for all change orders submitted to SED
Fill out all three parts completely.

Change Order Number:
1

Part One - General Information

Provide separate Change Orders for each Project Number

SED Project Number	5 8 0 2 0 9 0 2 0 0 0 1 0 1 4
	<small>District BEDS Code Building Identification Number Project number</small>
District & Building Name	Rocky Point UFSD - Joseph A. Edgar Elementary School
Type of Project	<input checked="" type="checkbox"/> Reconstruction /Alteration <input type="checkbox"/> Addition & Alteration <input type="checkbox"/> New Building <input type="checkbox"/> Other
Project Description	Contract No. 1 - General Construction
Architect / Engineer firm	John A. Grillo, Architect, PC 1213 Main Street, Port Jefferson, NY
	<small>name address</small>
Contact Person	John M. Grillo, Architect 631-476-2161
	<small>name & title phone number & e-mail</small>
Construction Manager firm	Park East Construction 266 East Jericho Turnpike, South Huntington, NY
	<small>name address</small>
Contact Person	631-549-9800 dknatz@parkeastconstruction.com
	<small>name & title phone number & e-mail</small>
District Contact Person	Mr. Christopher Van Cott Asst. Supt. For Business 631-744-1600
	<small>name & title phone number & e-mail</small>

Part Two

Provide the following information for each individual item in the change order:
(Number each item if there is more than one and provide additional sheets as necessary.)

- A. Requested By (Who initiated the change request)
- B. Relationship to Project Scope (How is this change related to the original project scope)
- C. Basis of Need (Describe why the change is needed)
- D. Description of Work (Provide a detailed description of the work or services provided in the change order. Provide text, a drawing or both as necessary to demonstrate code compliance and the individual cost of each item.)

The Contractor is directed to supply all labor, material and equipment required to complete the following:

- Abatement of VAT discovered below stage during demo for new chairlift: Add: \$3,945.00
- An Allowance, in the amount of \$4,000.00 was included in the Contract Documents for unforeseen conditions. The Allowance is being returned to the Owner. Deduct: \$4,000.00

Total Deduct: \$55.00

Requested By: Owner/Architect
Relationship to Project Scope: See Above
Basis of Need: Unforeseen Condition
Description of Work: See Above

CHANGE ORDER CERTIFICATION

Part Three

1

Change order requirements:

- ✓ The scope of the change order must relate to the project scope previously approved.
- ✓ Dollar amounts applied from allowances toward costs associated with the changes must be provided.
- ✓ If the cost of this change order is not within the approved amount as currently established on the SA-4, please provide a Form FP-FI, Request for Revision of Financial Information, with documentation showing the additional authorization of funds.
- ✓ Each change order shall be signed by the president of the board of education, the architect/engineer, and the contractor.

2

Certification of the Superintendent of Schools (District Superintendent if a BOCES project)

The following statements are true and correct to the best of my knowledge and belief:

- The revised total cost is within the authorized appropriation for this project.
- Where any work of this change order requires a type or kind of work that is not included in the original contract documents, the school district's attorney has been contacted to assure conformance with the Opinion of the State Comptroller No. 60-505.

Date

Signature and printed name of the School Superintendent or District Superintendent if a BOCES project

3

Certification of the Architect or Engineer

The following statements are true and correct to the best of my knowledge and belief:

- Work required by this change order is in accordance with applicable sections of the approved contract documents.
- Any plan, sketch, or attachment referenced in this change order is included herein.
- Work required by this change order is in accordance with applicable provisions of the NYS Uniform Fire Prevention and Building Code, State Education Department's building standards, and NYS Department of Labor's Code Rule 56.
- Work required by this change order was designed by an architect or engineer who is currently licensed by the State of New York.
- Work required by this change order that involves asbestos-containing building material (ACBM) was designed by an architect or engineer who is currently licensed by the State of New York and who is appropriately certified as an asbestos designer by the NYS Department of Labor at the time he/she designed the asbestos-related project.

John A. Grillo, Architect, PC

Architectural/Engineering Firm Name

12/12/2019

Date

John M. Grillo, Architect

Signature and printed name of the Architect or Engineer

CHANGE ORDER
AIA DOCUMENT G701

OWNER • SED No.: 58-02-09-02-0-001-014
 ARCHITECT •
 CONTRACTOR • Joseph A. Edgar ES
 FIELD •
 OTHER •

PROJECT: (name,address)	Rocky Point U.F.S.D. 90 Rocky Point-Yaphank Road Rocky Point, NY 11778	CHANGE ORDER NUMBER: 1
CONTRACTOR: (name,address)	Stalco Construction, Inc. 1316 Motor Parkway Islandia, NY 11749	DATE: December 12, 2019 ARCHITECTS PROJECT NO. CONTRACT DATE: 5/15/18 CONTRACT FOR: Contract No. 1 – GC

The Contract is changed as follows:

The Contractor is directed to supply all labor, material and equipment required to complete the following:

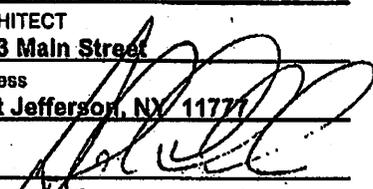
- | | | | |
|----|---|---------|------------|
| 1. | Abatement of VAT discovered below stage during demo for new chairlift: | Add: | \$3,945.00 |
| 2. | An Allowance, in the amount of \$4,000.00 was included in the Contract Documents for unforeseen conditions. The Allowance is being returned to the Owner. | Deduct: | \$4,000.00 |

Total Deduct: \$55.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Cost) was.....	\$904,796.00
Net change by previously authorized Change Orders.....	\$0.00
The (Contract Sum) (Guaranteed Maximum Cost) prior to this Change Order was.....	\$904,796.00
The (Contract Sum) (Guaranteed Maximum Cost) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$55.00
The new (Contract Sum)(Guaranteed Maximum Cost) including this Change Order will be	\$904,741.00
The Contract Time will be (increased)(decreased)(unchanged) by	(0) days
The Date of Substantial Completion as of the date of this Change Order therefore is	

NOTE: The summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

John A. Grillo, P.C.
 ARCHITECT
 1213 Main Street
 Address
 Port Jefferson, NY 11777
 BY 
 DATE 12/12/19

Stalco Construction, Inc.
 CONTRACTOR
 1316 Motor Parkway
 Address
 Islandia, NY, 11749
 BY 
 DATE 12/12/19

Rocky Point UFSD
 OWNER
 90 Rocky Point-Yaphank Road
 Address
 Rocky Point, NY 11778
 BY _____
 DATE _____

AIA CAUTION: You should sign an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.
 AIA DOCUMENT G701 CHANGE ORDER 1987 EDITION AIA 1987 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W. WASHINGTON, D.C. 20006



Director of Student
Services

Susan Tuttle
stuttle@sachem.edu

Assistant to the
Coordinator for
Student Services
Elizabeth Caruana
bcaruana@sachem.edu

Assistant to the
Coordinator for
Student Services
Elizabeth Tucci
etucci@sachem.edu

Superintendent of
Schools
Kenneth E.
Graham, Ed.D.

51 School Street
Lake Ronkonkoma,
NY 11779
631.471.1890



#WeAreSachem

Sachem Central School District

Student Services Office

December 20, 2019

Kristen White
Executive Director of PPS
Rocky Point School District
90 Rocky Point-Yaphank Road
Rocky Point, NY 11778

RE: INSTRUCTIONAL SERVICES AGREEMENT FOR SPECIAL EDUCATION CROSS CONTRACTED TUITION

Dear Ms. White,

Enclosed please find **two** original Instructional Services Agreements for a student to receive special education instructional services in the Sachem Central School District beginning in January 2020.

Please execute with the proper signature and return both copies to my attention for our Board approval and signature on January 15, 2020.

If you have any questions or concerns, please do not hesitate to contact me or Laura Sager at (631) 471-1352.

Thank you for your cooperation in this matter.

Sincerely,

Susan Tuttle
Director of Special Education

ST:ls
Enc.

INSTRUCTIONAL SERVICE AGREEMENT
SPECIAL EDUCATION CROSS CONTRACTED TUITION

THIS AGREEMENT made this ____ day of _____, 2020 by and between BOARD OF EDUCATION, **ROCKY POINT SCHOOL DISTRICT** (hereinafter referred to as the "SENDING SCHOOL DISTRICT"), as the party of the first part, having its principal place of business located at 90 ROCKY POINT-YAPHANK ROAD, ROCKY POINT NY 11778, and BOARD OF EDUCATION, **SACHEM CENTRAL SCHOOL DISTRICT** (hereinafter referred to as the "RECEIVING SCHOOL DISTRICT"), as the party of the second part, having its principal place of business for purposes of this Agreement at 51 SCHOOL STREET, LAKE RONKONKOMA, NY 11779.

WITNESSETH:

WHEREAS, pursuant to Education Law § 4402 (2)(b)(2), the SENDING SCHOOL DISTRICT is authorized by law to contract with other public school districts for special education programs and services for students resident in its own district and in need of such services.

WHEREAS, the SENDING SCHOOL DISTRICT desires that RECEIVING SCHOOL DISTRICT provide instruction to the students enrolled in the program operated by RECEIVING SCHOOL DISTRICT; and

WHEREAS, RECEIVING SCHOOL DISTRICT warrants that it has reviewed the individualized education program ("IEP") of each pupil to be enrolled in its program, and represents that it will provide the level of services identified in the IEP to meet the needs of such children; and

WHEREAS, RECEIVING SCHOOL DISTRICT is capable of and willing to provide the within services to the SENDING SCHOOL DISTRICT.

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, the parties hereto mutually agree as follows:

1. **TERM OF AGREEMENT:** This Agreement shall be in effect for the period **JANUARY 16, 2020 to JUNE 30, 2020**, unless terminated earlier, as set forth herein.
2. **SCOPE OF SERVICES:** During the term of this Agreement, the Receiving School District shall provide a special education program and/or services to the following student:

DOB: **SACHEM EAST HS**

RECEIVING SCHOOL DISTRICT shall provide adequate instruction, related services and/or a facility to the student listed above during the school year. The education provided by RECEIVING SCHOOL DISTRICT 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. The RECEIVING SCHOOL DISTRICT agrees to provide services in accordance with the State Education Department's regulations, using only professionals certified by the New York State Education Department. The RECEIVING SCHOOL DISTRICT agrees to provide the student who is the subject of this Agreement with the following special education program(s) and/or related service(s) in accordance with the student's Individualized Education Plan ("IEP").

In the event that the SENDING SCHOOL DISTRICT, upon the recommendation of its CSE, wishes to modify the instructional program and/or related services (i.e. type, frequency and/or location) provided to the student during the term of the Agreement, the SENDING SCHOOL DISTRICT shall present its request for such modification(s) to the RECEIVING SCHOOL DISTRICT. The RECEIVING SCHOOL DISTRICT shall review such request and shall determine whether it is able to meet such request. The RECEIVING SCHOOL DISTRICT shall notify the SENDING SCHOOL DISTRICT of its determination within ten (10) business days and shall advise same of any changes in cost associated with any modification(s) made to the program and/or services. Any agreement with respect to an increase or decrease in related services or change of program shall be in writing and shall be made an addendum to this Agreement.

3. **PAYMENT SCHEDULE:** In full consideration for the program and/or services set forth in paragraph 2 above, the SENDING SCHOOL DISTRICT agrees to pay to the RECEIVING SCHOOL DISTRICT the following sums:

The tuition rate shall not exceed the actual net cost of educating such student. If the accounting records of the RECEIVING SCHOOL DISTRICT are not maintained in a manner which would indicate the net cost of educating such student, the tuition rate shall be determined in accordance with the formula set forth in Part 174 of the Regulations of the Commissioner of Education. The parties understand that the Non-Resident Tuition Rate is subject to change by the State Education Department in accordance with Part 174 of the Regulations of the Commissioner of Education. In the event that the tuition rate is changed for the term of this Agreement, if applicable, the amount of tuition which the SENDING SCHOOL DISTRICT is required to pay shall be increased or decreased to reflect the adjusted tuition rate for the relevant period of each student's attendance.

Requests for payment by the RECEIVING SCHOOL DISTRICT shall be made by submission of a detailed written invoice to the SENDING SCHOOL DISTRICT which references the period for which payment is being requested and a breakdown of the total amount due for the period specified.

SENDING 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. Any overpayments will be reimbursed by RECEIVING SCHOOL DISTRICT to the SENDING SCHOOL DISTRICT.

4. **INVOICE DUE ON MONTHLY BASIS:** RECEIVING SCHOOL DISTRICT will submit an invoice for services rendered on a monthly basis, and payment to RECEIVING SCHOOL DISTRICT shall be made within thirty (30) days from receipt of invoice from RECEIVING SCHOOL DISTRICT. SENDING SCHOOL DISTRICT shall give RECEIVING SCHOOL DISTRICT notice of any invoice dispute within twenty (20) days of its receipt and reserves the right to withhold payment pending the resolution of this dispute. Failure to dispute any invoice shall not be deemed as an acceptance and does not act as a waiver of SENDING SCHOOL DISTRICT's rights or prevent SENDING SCHOOL DISTRICT from availing itself of any remedy or course of action it has at law or in equity at a later date.

5. **INDEPENDENT CONTRACTOR:** All employees of RECEIVING SCHOOL DISTRICT shall be deemed employees of RECEIVING SCHOOL DISTRICT for all purposes and RECEIVING SCHOOL DISTRICT alone shall be responsible for their work, personal conduct,

direction, and compensation. RECEIVING SCHOOL DISTRICT acknowledges that it will not hold itself, its officers, employees and/or agents out as employees of SENDING SCHOOL DISTRICT. RECEIVING SCHOOL DISTRICT is retained by SENDING SCHOOL DISTRICT only for the purposes and to the extent set forth in this Agreement, and its relationship to SENDING SCHOOL DISTRICT shall, during the periods of its services hereunder, be that of an independent contractor. RECEIVING SCHOOL DISTRICT shall not be considered as having employee status and shall not be entitled to participate in any of SENDING SCHOOL DISTRICT's workers' compensation, retirement, fringe benefits, unemployment insurance, liability insurance, disability insurance, or other similar employee benefit programs. Similarly, RECEIVING SCHOOL DISTRICT, 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 SENDING SCHOOL DISTRICT. RECEIVING SCHOOL DISTRICT agrees that this Agreement does not confer benefits of any nature whatsoever upon it other than payment for services provided herein. RECEIVING SCHOOL DISTRICT 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. RECEIVING SCHOOL DISTRICT shall not be entitled to assert any claim to entitlements pursuant to any collective bargaining agreement now or hereafter in effect between SENDING SCHOOL DISTRICT and its employees.

6. 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. RECEIVING SCHOOL DISTRICT and its employees shall not share or accept any fee or gratuity from the student or student's family for service provided pursuant to this Agreement.
- b. SENDING SCHOOL DISTRICT shall not incur any charges should RECEIVING SCHOOL DISTRICT, its employees, and/or agents fail to attend a session for any reason whatsoever. Should an individual student be absent or unable to attend a session, for any reason whatsoever, SENDING SCHOOL DISTRICT shall not be responsible for payment of the fee(s) associated with such services. SENDING SCHOOL DISTRICT will endeavor to notify RECEIVING SCHOOL DISTRICT of a student's absence whenever practicable.

7. SCHOOL DISTRICT'S RIGHT TO EXAMINE ACCOUNTING RECORDS: SENDING SCHOOL DISTRICT shall have the right to examine any and all accounting records as they pertain to tuition and related service costs. For purposes of this Agreement, the definition and calculation of enrollment and attendance shall be determined by SENDING SCHOOL DISTRICT, in accordance with section 175.6 of the Regulations of the Commissioner of Education.

8. SAVE LEGISLATION: RECEIVING SCHOOL DISTRICT understands and agrees that it is responsible for complying with all applicable Federal, State, local statutes, rules, and ordinances including the New York State Safe Schools Against Violence in Education (SAVE) legislation. RECEIVING SCHOOL DISTRICT shall adhere to all requirements and protocols as established by SENDING SCHOOL DISTRICT and the State Education Department of New York: to wit, but not limited to, fingerprinting. RECEIVING SCHOOL DISTRICT further agrees and understands that all individuals providing services under this Agreement must be cleared by the New York State Education Department in accordance with the provisions contained in the

SAVE Legislation prior to providing services to SENDING SCHOOL DISTRICT. In the event that RECEIVING SCHOOL DISTRICT utilizes a provider who has not obtained fingerprinting clearance with the State Education Department, SENDING SCHOOL DISTRICT shall have the right to immediately terminate the within contract.

9. **ATTENDANCE RECORDS:** RECEIVING SCHOOL DISTRICT shall maintain monthly attendance records which shall be submitted to SENDING SCHOOL DISTRICT at the end of each month. If a child has been absent for a period of five (5) or more consecutive days, the attendance record shall indicate the reason for that absence.

10. **REPORTS OF STUDENTS:** RECEIVING SCHOOL DISTRICT shall obtain whatever releases or other legal documents that are necessary in order that RECEIVING SCHOOL DISTRICT 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 RECEIVING SCHOOL DISTRICT. Any failure to carry out such responsibility 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.

11. **REPORTS TO STATE:** RECEIVING SCHOOL DISTRICT 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. RECEIVING SCHOOL DISTRICT agrees to provide the State access to all relevant records which the State requires to determine either RECEIVING SCHOOL DISTRICT's or SENDING SCHOOL DISTRICT'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. RECEIVING SCHOOL DISTRICT 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.

12. **REPORTS TO SCHOOL DISTRICT:** RECEIVING SCHOOL DISTRICT hereby agrees to furnish written reports of each pupil's educational progress to SENDING SCHOOL DISTRICT. RECEIVING SCHOOL DISTRICT will render such reports to SENDING 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 required by the SENDING 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. RECEIVING SCHOOL DISTRICT shall provide such additional information concerning the pupil's progress as may be required by SENDING SCHOOL DISTRICT.

13. **COMMISSIONER VISITS:** RECEIVING SCHOOL DISTRICT shall be subject to the visitation of the Commissioner of Education or his/her designated representative(s).

14. **AUTHORIZATION OF SCHOOL DISTRICT:** RECEIVING SCHOOL DISTRICT shall coordinate all instruction through the Pupil Personnel Services Office or any other authorized office of SENDING SCHOOL DISTRICT.

15. **STUDENT REMOVAL:** SENDING SCHOOL DISTRICT shall have the right to add or remove a child from the program/services at any time during the school year. Payment for children added or removed shall be prorated for the period of time services were provided to the child.

16. **STUDENT DISCIPLINE:** RECEIVING SCHOOL DISTRICT agrees that all disciplinary measures for disabled students will be conducted in accordance with applicable Federal, State and local laws, rules and regulations.

17. **STUDENT TRANSPORTATION:** The SENDING SCHOOL DISTRICT shall be responsible for providing all students subject to this Agreement with transportation to and from school.

18. **STUDENT PRESCRIPTIONS:** Where applicable, SENDING SCHOOL DISTRICT shall obtain all medical prescriptions from the parent/guardian of students referred to RECEIVING SCHOOL DISTRICT. SENDING SCHOOL DISTRICT shall forward copies of these prescriptions to RECEIVING SCHOOL DISTRICT upon its written request.

19. **TERMINATION:**

- a. This Agreement may be terminated by either party upon seven (7) days' written notice to the other party. In the event of such termination, the parties will adjust the accounts due and payable to RECEIVING SCHOOL DISTRICT for services rendered. RECEIVING SCHOOL DISTRICT will not incur any additional expenses upon receipt of SCHOOL DISTRICT's notification that RECEIVING SCHOOL DISTRICT's services have been terminated. Upon any such termination, the parties shall endeavor in an orderly manner to wind down activities hereunder. In the event of termination, all reports and services due to SCHOOL DISTRICT must be completed by RECEIVING SCHOOL DISTRICT within thirty (30) days of the termination date.
- b. This Agreement may be terminated by SENDING SCHOOL DISTRICT in the event of a material breach by RECEIVING SCHOOL DISTRICT, upon three (3) days' written notice from SENDING SCHOOL DISTRICT to RECEIVING SCHOOL DISTRICT.

20. **CONFIDENTIALITY:** RECEIVING SCHOOL DISTRICT, its employees, and/or agents agree that all information obtained in connection with the services provided for in this Agreement is deemed confidential information. RECEIVING SCHOOL DISTRICT, its 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 is necessary to carry out the services for this Agreement.

21. **HIPAA and FERPA ACKNOWLEDGMENT:** 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") and information protected by the Family Educational Rights and Privacy Act ("FERPA"). The Parties hereby acknowledge their respective responsibilities pursuant to HIPAA and FERPA and, if necessary, shall execute a Business Associate Agreement in connection with such responsibilities.

22. **INDEMNIFICATION and HOLD HARMLESS:** Both parties further agree that they shall defend, indemnify and hold harmless the other party to the agreement including 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 either party to the agreement or any of its officers, directors, agents or employees taken or made with respect to this Agreement.

23. INSURANCE: RECEIVING SCHOOL DISTRICT shall purchase from and maintain in a company lawfully licensed to do business in the State of New York such insurance as will protect RECEIVING SCHOOL DISTRICT and SENDING SCHOOL DISTRICT from claims set forth below for which RECEIVING SCHOOL DISTRICT may be legally liable. The policy shall:

- a. Be purchased from an A.M. Best rated "secured" insurer, authorized to conduct business in New York State.
- b. Contain a 30-day notice of cancellation.
- c. 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: \$2,000,000 per occurrence/ \$2,000,000 aggregate for the professional acts of the RECEIVING SCHOOL DISTRICT performed under the contract for SENDING SCHOOL DISTRICT.
 - v. Excess Insurance: \$1,000,000 each occurrence and aggregate. Excess coverage shall be on a follow-form basis.

24. NOTICES: 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:

**SACHEM CENTRAL SCHOOL DISTRICT
ADMINISTRATIVE OFFICE
51 SCHOOL STREET
LAKE RONKONKOMA, NY 11779
ATTN: EXECUTIVE DIR. OF SPECIAL EDUCATION**

**ROCKY POINT SCHOOL DISTRICT
90 ROCKY POINT-YAPHANK ROAD
ROCKY POINT, NY 11778
ATTN: EXECUTIVE DIRECTOR OF PPS**

25. ASSIGNMENT OF AGREEMENT: RECEIVING SCHOOL DISTRICT shall not assign, transfer or convey any of its respective rights or obligations under this Agreement without the prior written consent of SENDING SCHOOL DISTRICT.

26. **DISCRIMINATION:** Neither SENDING SCHOOL DISTRICT nor RECEIVING SCHOOL DISTRICT will discriminate against any individual because of his/her age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics or marital status and will take affirmative action to ensure that each individual is afforded equal opportunities without discrimination because of his/her age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics or marital status.

27. **GOVERNING LAW:** This Agreement shall be governed by, and interpreted and enforced in accordance with, the laws of the State of New York without regard to conflicts or choice of law provisions that would defer to the substantive laws of another jurisdiction. Each of the parties hereto consents to the jurisdiction of any state court located within the County of Suffolk, State of New York, or federal court located in the County of Suffolk, State of New York, and irrevocably agrees that all actions or proceedings relating to this Agreement must be litigated in such courts, and each of the parties waives any objection which it may have based on improper venue or forum non conveniens to the conduct of and proceeding in any such court.

28. **SEVERABILITY:** 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.

29. **NO PRIOR AGREEMENTS:** This Agreement constitutes the full and complete Agreement between SENDING SCHOOL DISTRICT and RECEIVING SCHOOL DISTRICT, 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.

30. **AGREEMENT CONSTRUCTION:** 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.

31. **REPRESENTATIONS AND WARRANTIES:** RECEIVING SCHOOL DISTRICT represents and warrants: 1) that RECEIVING SCHOOL DISTRICT 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 RECEIVING SCHOOL DISTRICT has not entered into or will not enter into any Agreement (whether oral or written) in conflict with this Agreement.

32. **AMENDMENT:** This Agreement may be amended only in writing and signed by the parties.

33. **NON-WAIVER:** No course of dealing of any party hereto, no omission, failure or delay on the part of any party hereto in asserting or exercising any right hereunder, and no partial or single exercise of any right hereunder by any party hereto shall constitute or operate as a waiver of any such right or any other right hereunder. No waiver of any provision hereof shall be

effective unless in writing and signed by or on behalf of the party to be charged therewith. No waiver of any provision hereof shall be deemed or construed as a continuing waiver, as a waiver in respect of any other or subsequent breach or default of such provision, or as a waiver of any other provision hereof unless expressly so stated in writing and signed by or on behalf of the party to be charged therewith.

34. AUTHORITY TO ENTER AGREEMENT: The undersigned representative of RECEIVING SCHOOL DISTRICT hereby represents and warrants that the undersigned is an officer, director, or agent of RECEIVING SCHOOL DISTRICT with full legal rights, power and authority to enter into this Agreement on behalf of RECEIVING SCHOOL DISTRICT and bind RECEIVING SCHOOL DISTRICT with respect to the obligations enforceable against RECEIVING SCHOOL DISTRICT in accordance with its terms.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

Date:

By: _____
LAURA SLATTERY, PRESIDENT
BOARD OF EDUCATION
SACHEM CENTRAL SCHOOL DISTRICT

Date:

By: _____
_____, **PRESIDENT**
(print)
BOARD OF EDUCATION
ROCKY POINT SCHOOL DISTRICT

Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 1/13/20

1/13/20 Schedule-A Classified Staff

Last	First	Position	Building	Rate	BOE Date	Amount	Effective Date	Description/Comments
Mavrophilipos	Demetra	School Lunch Monitor	JAE	N/A	1/13/2020	N/A	12/20/2019	Resignation for personal reasons
Mehling	Michelle	Senior Office Assistant	JAE	Annual-Step 0	1/13/2020	32,500	1/6/2020	Change in title from Office Assistant to Senior Office Assistant per Civil Service rules and regulations
Juliski	Michael	Custodial Worker I	FJC	N/A	1/13/2020	N/A	1/9/2020	Unpaid FMLA leave of absence commencing 1/9/20 through 1/27/20 for medical reasons.
DeRosa	Deanine	School Teacher Aide	DW	N/A	1/13/2020	N/A	1/6/2020	Amended date of return from unpaid FMLA leave of absence from 2/6/20 to 1/6/20
Landisi	Lenore	School Lunch Monitor	JAE	N/A	1/13/2020	N/A	1/7/2020	Resignation for the purpose of retirement
Loud-Carmody	Jacqueline	School Lunch Monitor	JAE	N/A	1/13/2020	N/A	1/21/2020	Unpaid leave of absence commencing 1/21/20 (1/2 day) through 4/13/20 for medical reasons
Volpe	Lisa	School Teacher Aide	DW	N/A	1/13/2020	N/A	1/13/2020	Unpaid FMLA leave of absence commencing 1/13/20 through 1/31/20 for medical reasons
Green	Jennafer	Office Assistant	JAE	Annual-Step 0	1/13/2020	27,080	1/30/2020	Full-Time, 12-Month, conditional appointment as per Civil Service rules and regulations. Salary pro-rated. Replaces M. McLoughlin
Vassallo	Pat	Part-Time Hall Monitor	HS	Hourly - Step 0	1/13/2020	13.00	1/15/2020	Part-time (5 days per week, 4 hours per day) ten-month contractual appointment. Replaces C. Korf.
Linton	Desmond	Guard	DW	N/A	1/13/2020	N/A	1/17/2020	Resignation for personal reasons

Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 1/13/20

1/13/20 Schedule-B Certified Staff

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Calamonic	Meghan	LOTE Teacher	HS	N/A	1/13/2020	N/A	1/6/2020	Unpaid FMLA leave of absence for the purpose of child care commencing 1/6/2020 through 3/4/2020.
Calamonic	Meghan	LOTE Teacher	HS	N/A	1/13/2020	N/A	1/6/2020	Unpaid leave of absence for the purpose of child care commencing 3/5/20 through 3/27/2020.
Taglioni	Gianna	Speech Language Teacher	DW	Annual, M Step 1	1/13/2020	56,767	1/27/2020	Full-time ten-month probationary appointment commencing 1/27/20 through 1/26/24. Replaces D. Sivaslian. Salary pro-rated

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1/13/20 Schedule-C Non-Teaching Substitutes

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Amato	Keith	Substitute Guard	DW	Hourly	1/13/2020	18.30	1/15/2020	2019-2020 school year
Coqk	Naraline	Substitute Teacher Aide/Monitor	DW	N/A	1/13/2020	N/A	1/6/2020	Inactivation of 2019-2020 appointment
Nielsen	Tracy	Substitute Teacher Aide/Monitor	DW	Hourly	1/13/2020	13.00	2/24/2020	2019-2020 school year
Linton	Desmond	Substitute Guard	DW	Hourly	1/13/2020	18.30	1/18/2020	2019-2020 school year

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1/13/20 Schedule-D Teaching/Certified Substitutes

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Johnsen	Annika	Substitute Teacher/Teaching Assistant	DW	Daily	1/13/2020	125.00 non preferred; 150.00 preferred	1/15/2020	2019-2020 school year
Nielsen	Tracy	Substitute Teaching Assistant	DW	N/A	1/13/2020	N/A	1/6/2020	Inactivation of 2019-2020 appointment
Troge	Amanda	Substitute Teacher/Teaching Assistant	DW	Daily	1/13/2020	125.00 non preferred; 150.00 preferred	1/15/2020	2019-2020 school year
Knapp	Kristine	Substitute Teacher/Teaching Assistant	DW	N/A	1/13/2020	N/A	1/17/2020	Resignation of 2019-2020 appointment
Ritter	Meghan	Substitute Teacher/Teaching Assistant	DW	N/A	1/13/2020	N/A	1/21/2020	Resignation of 2019-2020 appointment

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1/13/20 Schedule-E Co-Curricular Positions 2019/2020

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Lindsay	Scott	MS Girls Basketball (Year 13)	DW	Annual	1/13/2020	5,252	1/21/2020	Coaching appointment 2019-2020 school year
Elcik	Deborah	JV Softball (Year 1)	DW	Annual	1/13/2020	4,561	12/16/2019	Amended salary. Coaching appointment 2019-2020 school year
Katsapis	Elicia	MS Newspaper	MS	N/A	1/13/2020	3,455	1/24/2020	Resignation of 2019-2020 appointment
Aguila	Joseph	MS Newspaper	MS	Annual	1/13/2020	3,455	1/27/2020	2019-2020 school year 1/2 year appointment replacing E. Katsapis. Salary pro-rated.

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1/13/20 Schedule-F Community Education

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
NONE								