

**AGENDA**  
**ROCKY POINT PUBLIC SCHOOLS**  
**BOARD OF EDUCATION MEETING**  
**April 21, 2020**

**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:

**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 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.

**II-VII Consent Agenda Items**

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

- II: Minutes – Regular Meeting March 16, 2020**
- III: Budget Transfer Summary – March 2020**
- IV: Treasurer's Reports – March 2020**
- V: Extra-Classroom Activity Account Treasurer's Report – March 2020**
- VI: Financial Reports – March 2020**
- VII: Internal Claims Audit Report – March 2020**

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**VIII Interdistrict Council of Superintendents-Donation Scholarship**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the \$500 donation from the Interdistrict Council of Superintendents, to be deposited to the Scholarship Fund-U9020.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**IX Surplus Equipment**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the following attached list of equipment.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**X Munistat Scholarship Donation**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approve and accept the \$250.00 scholarship donation from Munistat Services, Inc., to be deposited to the Scholarship Fund U9009.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XI TAN Borrowing for the 2020-21 Fiscal Year**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approve the following resolution:  
Tax Anticipation Note Resolution of the Rocky Point Union Free School District, New York, dated April 21, 2020, authorizing the issuance of not to exceed \$10,000,000 Tax Anticipation Notes in anticipation of the receipt of taxes to be levied for the fiscal year ending June 30, 2021.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XII Resolution Delegating Power to Issue and Sell Tax and Revenue Anticipation Notes**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution:  
Resolution of the Rocky Point Union Free School District, New York, delegating to the President of the Board of Education the power to authorize the issuance of Tax Anticipation Notes and Revenue Anticipation Notes, as attached.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XIII Seneca Consulting Group – Affordable Care Act Contract for 2020-2021**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education agrees to enter into a 2020-21 contract with Seneca Consulting Group, Inc. for Patient Protection and Affordable Care Act administration at an annual cost of \$10,500 plus additional fees to print and mail required IRS 1095 forms. Pricing and terms for this service will be in accordance with a Request for Proposal process administered by Eastern Suffolk BOCES.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XIV Independent Auditors’ Single Audit for Fiscal Year Ending June 30, 2019**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Independent Auditors’ Single Audit and related Corrective Action Plan for the fiscal year ending June 30, 2019, which have been submitted by our external auditors, R.S. Abrams.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XV Municipal Advisor Services Agreement - Munistat**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute the Municipal Advisor Services Agreement with Munistat for Tax Anticipation Notes services for the 2020-2021 school year.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XVI 2019-2020 Health Service Contract**

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

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XVII Park East Construction Manager Award**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Agreement with Park East Construction Corp. to provide construction management services for district-wide fire alarm installation projects at a fee not-to-exceed 4.75% of related construction costs. Terms and conditions as per Nassau BOCES RFP #2442 for Construction Management Services.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XVIII COVID-19 Related Emergency Purchases Resolution**

**RESOLVED**, that the Board of Education declares, under the terms of NY General Municipal Law Section 103(4), an emergency condition existent related to the maintenance of District facilities within the aftermath of the COVID-19 states of emergency as promulgated by the State and the County of Suffolk; it being determined that the health, safety and welfare of the District’s students and staff warrants this declaration in order to secure directly-related public work contracts and/or the purchase of related supplies, materials, and equipment under the subject statute without the necessity of the formal bidding process. Items included under this authorization include but are not limited to, cleaning/sanitizing programs, supplies and/or equipment. Declaration shall remain in effect until September 30, 2020 if not extended by resolution.

**BE IT FURTHER RESOLVED**, in the event this resolution is exercised, the Assistant Superintendent for Business will maintain written justification for each associated purchase.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XIX COVID-19 Payroll Authorization**

**WHEREAS**, on March 7, 2020, New York State Governor Andrew Cuomo declared a State of Emergency across New York State in response to increasing numbers of COVID-19; and

**WHEREAS**, on March 16, 2020, New York State Governor Andrew Cuomo ordered a state-wide closure of all school districts in response to increasing numbers of COVID-19; and

**WHEREAS**, the Board of Education of the Rocky Point Union Free School District desires to do its part in protecting public health while minimizing, to the extent possible, the adverse personal and economic consequences of that action during the school closure;

**NOW, BE IT RESOLVED**, that:

- A. All employees of the District in salaried positions certified as professional educators pursuant to the Education Law and the regulations thereunder shall continue to be paid their full compensation, and all contractual benefits shall continue in accordance with collective bargaining agreements. The payment of Appendix B stipends contained within the collective bargaining agreement with the Rocky Point Teachers Association may be canceled or pro-rated accordingly.
- B. Employees of the District in salaried, non-instructional positions shall continue to be paid their full compensation, and all contractual benefits shall continue in accordance with collective bargaining agreements. Buildings & Grounds employees, full-time security guards and senior security guards who are required to report to work onsite during the closure, will be paid as per their collective bargaining agreement. Other non-exempt employees who are required by their immediate supervisor to report to work onsite during the closure, will be paid at the rate of time and one half.

- C. Employees of the District in hourly positions represented by the Rocky Point School-Related Professionals Units or Board-appointed part-time Office Assistants shall be paid their regular hourly rate for routine hours worked, and all contractual benefits shall continue in accordance with collective bargaining agreements. Non-exempt employees who are required by their immediate supervisor to report to work onsite during the closure, will be paid at the rate of time and one half. Payment of wages for vacations and holidays as reflected in the District calendar are excluded.
- D. Employees of the District in preferred substitute teacher positions not assigned to a specific classroom teacher shall be compensated for up to four (4) days per week at 2019-20 per diem rates established by the Board of Education. Employees of the District in preferred substitute teacher positions assigned to a specific classroom teacher shall be compensated for up to five (5) days per week at 2019-20 per diem rates established by the Board of Education. Payment of wages for vacations and holidays as reflected in the District calendar are excluded.
- E. Employees of the District in preferred substitute teacher aide positions shall be compensated five (5) hours per day for up to (5) days per week at the 2019-20 hourly rate established by the Board of Education. Payment of wages for vacations and holidays as reflected in the District calendar are excluded.

**BE IT FURTHER RESOLVED**, the Superintendent of Schools shall have the authority to implement the terms of this resolution and to exercise discretion in the event circumstances call for reasonable modifications thereof. This action of the Rocky Point Union Free School District Board of Education applies to COVID-19 school closures and will be in effect retroactively to the date of the District’s first related closing. This resolution will not be precedent setting.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XX SCOPE Educational Services Memorandum of Agreement for Childcare Services**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby authorizes the Superintendent to execute a Memorandum of Agreement with SCOPE Educational Services to provide free child care services to children of Rocky Point first responders and medical personnel during this time of need. District agrees to compensate SCOPE Educational Services a not-to-exceed amount of \$750.00 per week to provide said services during COVID-19 related school closures.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXI First Student Memorandum of Agreement – Surveillance Cameras**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education is hereby authorized to execute a Memorandum of Agreement with First Student, Inc., governing the use of vendor-owned surveillance cameras installed on buses and vans which are utilized to service the Rocky Point School community.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXII Memorandum of Agreement/Administrators' Association**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby ratifies the Memorandum of Agreement with the Rocky Point Administrators' Association for the period of July 1, 2020 through June 30, 2025. Terms and conditions of the collective bargaining agreement between the District and the Administrators' Association will be updated accordingly.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXIII Rocky Point Teachers' Association Memorandum of Agreement-Distance Learning**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the Rocky Point Teachers Association in accordance with Executive Orders mandated by the Governor of the State of New York as it relates to distance-learning throughout the COVID-19 pandemic closure.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXIV Rocky Point Teachers' Association Memorandum of Agreement-Distance Learning – Spring Break**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a Memorandum of Agreement with the Rocky Point Teachers Association in accordance with Executive Orders mandated by the Governor of the State of New York to maintain instruction during the previously scheduled break of April 6, 2020 - April 10, 2020.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXV Digital Provisions Memorandum of Understanding**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education is hereby authorized to execute a Memorandum of Understanding with Digital Provisions, Inc., the provider of district-wide surveillance cameras to address matters of confidentiality and network address.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXVI           Vote to Approve/Disapprove the BOCES Administrative Budget for 2020-2021**

**BE IT RESOLVED**, that the Board of Education approves/disapproves the BOCES Administrative Budget for 2020-2021 in the amount of \$41,358,105.

Roll Call:

Mrs. Sullivan	Approve _____	Disapprove _____
Mr. Callahan	Approve _____	Disapprove _____
Mr. Amedola	Approve _____	Disapprove _____
Mr. Casswell	Approve _____	Disapprove _____
Ms. Ward	Approve _____	Disapprove _____

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXVII           Voting for Trustees to Serve on the Board of Cooperative Education Services of the First Supervisory District of the County of Suffolk**

**BE IT RESOLVED**, that the Board of Education elects the following candidate(s) to serve for the term commencing on July 1, 2020 and ending on June 30, 2023. (*Choose up to five*):

**Walter Denzler**

Roll Call:

Mrs. Sullivan	Approve _____	Disapprove _____
Mr. Callahan	Approve _____	Disapprove _____
Mr. Amendola	Approve _____	Disapprove _____
Mr. Casswell	Approve _____	Disapprove _____
Ms. Ward	Approve _____	Disapprove _____

**Susan Lipman**

Roll Call:

Mrs. Sullivan	Approve _____	Disapprove _____
Mr. Callahan	Approve _____	Disapprove _____
Mr. Amendola	Approve _____	Disapprove _____
Mr. Casswell	Approve _____	Disapprove _____
Ms. Ward	Approve _____	Disapprove _____

**Anne Mackesey**

Roll Call:

Mrs. Sullivan	Approve _____	Disapprove _____
Mr. Callahan	Approve _____	Disapprove _____
Mr. Amendola	Approve _____	Disapprove _____
Mr. Casswell	Approve _____	Disapprove _____
Ms. Ward	Approve _____	Disapprove _____

**William Miller**

Roll Call:

Mrs. Sullivan	Approve _____	Disapprove _____
Mr. Callahan	Approve _____	Disapprove _____
Mr. Amendola	Approve _____	Disapprove _____
Mr. Casswell	Approve _____	Disapprove _____
Ms. Ward	Approve _____	Disapprove _____

**Catherine Romano**

Roll Call:

Mrs. Sullivan	Approve _____	Disapprove _____
Mr. Callahan	Approve _____	Disapprove _____
Mr. Amendola	Approve _____	Disapprove _____
Mr. Casswell	Approve _____	Disapprove _____
Ms. Ward	Approve _____	Disapprove _____

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXVIII Personnel**

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

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**XXIX New Business**

**XXX Executive Session**

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

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**The Board returned to open session at \_\_\_\_\_**

**XXXI      Adjournment**

I move that the Board of Education adjourns the meeting at \_\_\_\_\_ PM

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**MINUTES  
ROCKY POINT PUBLIC  
SCHOOLS BOARD OF  
EDUCATION MEETING  
March 16, 2020**

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 Ed Casswell, and seconded by Sean Callahan, to adjourn to Executive Session to discuss confidential matters.

All in favor – Motion carried 5-0

The Board returned to Open Session at 7:05 p.m.

**PLEDGE OF ALLEGIANCE**

**SUPERINTENDENT'S REPORT**

Dr. O'Brien welcomed the meeting attendees. He thanked the Board of Education, administration, teachers and all staff for their support, patience and diligence to ensure that learning would continue throughout this pandemic. Dr. O'Brien added that the third Budget Workshop would be available for review online.

Mrs. Sullivan added a special thank you to the custodial staff for their efforts in keeping the building clean and safe.

Mrs. Sullivan opened the floor to questions and/or comments by meeting attendees.

There were no questions/comments at this time.

Upon a motion made by Mr. Callahan, and seconded by Jessica Ward, items III – XXVII were consolidated to be voted upon as one item.

All in favor – Motion carried 5-0

Upon a motion made by Mr. Callahan, and seconded by Jessica Ward, items III – XXVII are approved as presented.

All in favor – Motion carried 5-0

### **CONSENT AGENDA**

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

### **III-IX CONSENT AGENDA ITEMS**

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

- III: Minutes** – Regular Meeting February 3, 2020
- IV: Budget Transfer Summary** – January and February 2020
- V: Treasurer's Reports** – January and February 2020
- VI: Extra-Classroom Activity Account Treasurer's Report** – January and February 2020
- VII: Financial Reports** – January and February 2020
- VIII: Internal Claims Audit Report** – January and February 2020
- IX: Committees on Special Education Schedules 3-16-20-A and 3-16-20-B**, as recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.

### **X PTA DONATION FOR CHALLENGE DAY 2019-2020**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation from the Rocky Point PTA, for Challenge Day, in the amount of \$2,000.00, as per the attached. The donation will be deposited into the Trust & Agency - account T9299.

**XI PTA DONATION FOR 8<sup>TH</sup> GRADE FIELD TRIP**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation from the Rocky Point PTA, for the 8<sup>th</sup> grade field trip, in the amount of \$2,000.00, as per the attached. The donation will be deposited into the School Activities – MS account T933.

**XII DONATION FROM OHIOPYLE PRINTS, INC.**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approve and accept the donation from Ohiopyle Prints, Inc.

**BE IT RESOLVED**, that the Rocky Point Union Free School District hereby approves upon the recommendation of the Superintendent of Schools, to increase the general fund budget by \$78.89 as a result of the donation from Ohiopyle Prints, Inc.

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

A2110 500 03 0000 \$78.89

**XIII DR. JOHN HAGGERTY SCHOLARSHIP DONATIONS**

**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 Dr. John Haggerty Memorial Scholarship, totaling \$600.00, as follows:

Maureen Haggerty \$600

**XIV LIVE LIKE SUSIE SCHOLARSHIP DONATION**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donations on behalf of the Live Like Susie Scholarship, totaling \$125.00 as follows:

Robert & Elizabeth Lauritsen	\$100.00
Joseph & Maria Hyatt	\$ 25.00

**XV SURPLUS BOOKS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the books on the following attached list.

**XVI REVIEW AND RE-ADOPTION OF BOARD OF EDUCATION POLICY NUMBERS 5140, 6121 AND THE ADOPTION OF TWO NEW POLICIES 7221 AND 7480 (SECOND READING)**

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

- 5140 Administration of the Budget
- 6121 Sexual Harassment in the Workplace
- 7221 Participation in Graduation Ceremonies and Activities
- 7480 Student Voter Registration and Pre-Registration

**XVII RESOLUTION TO APPROVE THE FINAL 2020-2021 PROPERTY TAX CAP FORM**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the final Rocky Point Union Free School District Property Tax Cap form, as attached.

**XVIII CENTER MORICHES UFSD 2019-2020 SPECIAL EDUCATION CONTRACT**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to enter into a contract with Center Moriches 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.

**XIX 2019-2020 HEALTH SERVICE CONTRACTS**

**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 and the Superintendent of Schools to enter into an agreement for health services for the 2019-2020 school year with the following districts:

Hauppauge Public Schools  
Middle Country Central School District  
Smithtown Central School District

**XX CHANGE ORDER NO. 1 – BOND ISSUE RELATED CAPITAL IMPROVEMENT – PHASE 2 – REBID**

**SED# 58-02-09-02-0-006-019 (FJC) CONTRACT #3C – HVAC RECONSTRUCTION THERMO TECH COMBUSTION, INC.**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approve and accept the attached change order in the credit amount of \$6,000.00, pertaining to the Bond Issue Related Capital Improvement – Phase 2 – REBID, Contract #3C – HVAC Reconstruction (Thermo Tech Combustion, Inc.), as attached.

**XXI            EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF  
EDUCATION AND VIRGINIA HOLLOWAY, SCHOOL DISTRICT  
TREASURER**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute the corresponding Employment Agreement between the District and Virginia Holloway, School District Treasurer, in the form and upon the terms and conditions approved by the Board of Education, as attached hereto.

**XXII           EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF  
EDUCATION AND MAUREEN BRANAGAN, SCHOOL LUNCH  
MANAGER**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute the corresponding Employment Agreement between the District and Maureen Branagan, School Lunch Manager, in the form and upon the terms and conditions approved by the Board of Education, as attached hereto.

**XXIII          EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF  
EDUCATION AND DEBRA HOFFMAN, SENIOR ACCOUNT CLERK**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute the corresponding Employment Agreement between the District and Debra Hoffman, Senior Account Clerk, in the form and upon the terms and conditions approved by the Board of Education, as attached hereto.

**XXIV          EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF  
EDUCATION AND LORETTA SANCHEZ, PRINCIPAL OFFICE  
ASSISTANT**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute the corresponding Employment Agreement between the District and Loretta Sanchez, Principal Office Assistant, in the form and upon the terms and conditions approved by the Board of Education, as attached hereto.

**XXV           EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF  
EDUCATION AND PAUL MARTINEZ, DIRECTOR OF FACILITIES III**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute the corresponding Employment Agreement between the District and Paul Martinez, Director of Facilities III, in the form and upon the terms and conditions approved by the Board of Education, as attached hereto.

**XXVI APPOINTMENT OF POLL CLERKS; TELLERS FOR THE ANNUAL BUDGET VOTE AND ELECTION TO BE HELD ON MAY 19, 2020**

**BE IT RESOLVED**, that the Board of Education appoints the Poll Clerks; Tellers at an hourly rate of \$13.00 as per the attached.

**XXVII PERSONNEL**

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

**XXVIII NEW BUSINESS**

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

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Rocky Point Union Free School District Budget for the 2020-2021 fiscal year, pursuant to Education Law 1716, in the amount of \$85, 540, 486.

All in favor – Motion carried 5-0

There was no further new business.

Mrs. Sullivan once again invited the meeting attendees to come forth with any questions/comments.

There were no questions/comments.

Mrs. Sullivan congratulated the following employees on their new appointments:

Patricia Hancock – ENL Teacher at FJC

Scott Bullis – Principal at JAE

Jason Westerlund – Principal at FJC

**XXIX ADJOURNMENT**

At 7:09 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

**Budget Transfer Summary Report**  
**March 2020**

<b>Entry Number</b>	<b>From Account #</b>	<b>From Account Description</b>	<b>Amount</b>	<b>To Account #</b>	<b>To Account Description</b>	<b>Amount</b>	<b>Reason</b>
3834	A2020440020000	Conference	\$ 1,210.00	A2110500020000	Supplies	\$ 2,491.00	Supplies
	A2110436020000	Fees	\$ 110.00				
	A2250440020000	Travel	\$ 181.00				
3835	A 2610.400-04-0000	Contractual	\$ 5,000.00	A 2630.515-75-0000	Computer Supplies	\$ 68,425.00	Computer Supplies
	A 2630.400-75-0000	Contractual	\$ 28,425.00				
	A 2630.460-75-0000	Software	\$ 35,000.00				
3836	A 2110.500-06-3080	Supplies	\$ 9.78	A 2110.500-03-3080	Supplies	\$ 9.78	High School Supplies
3837	A 1430.150-04-0000	Salaries	\$ 2,600.00	A 1240.500-04-0000	Supplies	\$ 2,600.00	Graduation Supplies

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FINANCE REPORTS  
FOR THE MONTHS ENDED MARCH 2020**

**BOARD MEETING BOOK**

TREASURER'S REPORT  
EXTRA-CLASSROOM ACTIVITY ACCOUNT TREASURER'S REPORT

**REPORTS FILED IN DISTRICT CLERKS OFFICE:**

CASH REPORTS  
CASH FLOW REPORT

**GENERAL FUND –A FUND**

TRIAL BALANCE  
REVENUE STATUS REPORT  
APPROPRIATION BUDGET STATUS REPORT

**CAFETERIA FUND**

TRIAL BALANCE  
REVENUE STATUS REPORT  
APPROPRIATION BUDGET STATUS REPORT

**FEDERAL FUND**

TRIAL BALANCE  
REVENUE STATUS REPORT  
APPROPRIATION BUDGET STATUS REPORT

**CAPITAL FUND**

TRIAL BALANCE  
REVENUE STATUS REPORT  
APPROPRIATION BUDGET STATUS REPORT

**TRUST & AGENCY**

TRIAL BALANCE

**SCHOLARSHIP FUND**

TRIAL BALANCE

**DEBT SERVICE FUND**

TRIAL BALANCE  
REVENUE STATUS REPORT  
APPROPRIATION BUDGET STATUS REPORT

**SCHOLARSHIP FUND**

TRIAL BALANCE

Rocky Point Union Free School District  
Treasurer's Report  
General Fund - Investment A2008  
As of March 31, 2020

Reconciled Balance as of: 2/29/2020 20,231,826.50

Receipts:

Federal & State Breakfast Revenue Feb. 2020	7,529.00	
Federal & State Lunch Revenue Jan. 2020	30,221.00	
Excess Cost Revenue 2019-2020	2,687,025.05	
General Aid Spring Advance Revenue 2019-2020	2,157,801.01	
State Aid Hardware Revenue	45,411.00	
State Aid Lib. Mats. Revenue	18,675.00	
State Aid Software Revenue	44,761.00	
State Aid Textbook Revenue	131,409.00	
Commercial Gaming Revenue 2019-2020	104,631.14	
General Aid End of FY Payment 2019-2020	5158983.62	
VLT Lottery Revenue 2019-2020	136,658.20	
Cash Receipt	25,930.00	
Tax Revenue	894,401.31	
Interest Revenue	<u>13,268.44</u>	
		11,456,704.77

Disbursements:

Funding Transfer: First Student Wire Transfer	450,069.31	
Funding Transfer: AP Warrants	493,917.97	
Funding Transfer: Net Payroll	3,022,231.54	
Funding Transfer: Payroll Deductions	<u>2,120,254.05</u>	
		<u>(6,086,472.87)</u>

Total available balance per General Ledger as of: 3/31/2020 25,602,058.40

Bank Balance as of: 3/31/2020 25,602,058.40

Prepared                     Linda Bilski                     Reviewed by:                     Virginia Holloway                      
Date:                     4/14/2020                     Date:                     4/14/2020

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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$20,231,826.50	Number of Days in Cycle		31
8 Deposits/Credits	\$11,456,704.77	Minimum Balance This Cycle		\$18,154,712.63
Interest Paid	\$0.00	Average Collected Balance		\$19,520,444.24
10 Checks/Debits	(\$6,086,472.87)	Interest Earned During this Cycle		\$0.00
Service Charges	\$0.00	Interest Paid Year-To-Date		\$23,556.44
Ending Balance 03/31/20	\$25,602,058.40			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>	<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>		<i>Resulting Balance</i>	
03/02	Book transfer debit TO ...3954		\$686,290.91		\$19,545,535.59	
03/02	Book transfer debit TO ...3946		\$970,694.73		\$18,574,840.86	
03/05	Book transfer debit TO ...9596		\$251,338.85		\$18,323,502.01	
03/09	ACH deposit BROOKHAVEN CASH DISB 030920 ROCKY POINT SCH DIST	\$383,314.85			\$18,706,816.86	
03/09	ACH deposit NYS OSC ACH 030920 ROCKY POINT SCHOOL DIS AP00048197718	\$37,750.00			\$18,744,566.86	
03/11	ACH deposit NYS OSC ACH 031120 ROCKY POINT SCHOOL DIS AP00048208971	\$240,256.00			\$18,984,822.86	
03/13	ACH deposit NYS OSC ACH 031320 ROCKY POINT SCHOOL DIS AP00048218893	\$2,823,683.25			\$21,808,506.11	
03/13	Book transfer debit TO ...3954		\$709,790.60		\$21,098,715.51	
03/13	Book transfer debit TO ...3946		\$1,015,685.25		\$20,083,030.26	
03/13	Book transfer debit TO ...9596		\$99,808.70		\$19,983,221.56	
03/16	Blended Checking Interest XSECR BAL INT	\$13,268.44			\$19,996,490.00	

*Thank you for banking with us.*

# ROCKY POINT UFSD

## Cash Account Transactions Report From 3/1/2020 To 3/31/2020



Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
<b>A 2008</b>	<b>CAPITAL ONE INVESTMENT</b>								
				BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	20,231,826.50	
03/02/2020	1027797			Trust & Agency Deductions 3/6/20	CR-9	0.00	686,290.91	19,545,535.59	
03/02/2020	1027798			Funding Net Payroll 3/6/20	CR-9	0.00	970,694.73	18,574,840.86	
03/05/2020	198			Funding warrant A54	JE-19	0.00	251,338.85	18,323,502.01	
03/09/2020	1027802			Tax Revenue #9	CR-9	383,314.85	0.00	18,706,816.86	
03/09/2020	1027803			Federal Lunch Rev.Feb. 2020	CR-9	28,856.00	0.00	18,735,672.86	
03/09/2020	1027804			Federal B'fast Rev. Feb. 2020	CR-9	7,115.00	0.00	18,742,787.86	
03/09/2020	1027805			State Lunch Rev. Feb. 2020	CR-9	1,365.00	0.00	18,744,152.86	
03/09/2020	1027806			State B'fast Rev. Feb. 2020	CR-9	414.00	0.00	18,744,566.86	
03/11/2020	1027827			State Aid Hardware	CR-9	45,411.00	0.00	18,789,977.86	
03/11/2020	1027828			State Aid Lib. Mats	CR-9	18,675.00	0.00	18,808,652.86	
03/11/2020	1027829			State Aid Software	CR-9	44,761.00	0.00	18,853,413.86	
03/11/2020	1027830			State Aid Textbook	CR-9	131,409.00	0.00	18,984,822.86	
03/13/2020	1027816			Funding Warrant #56	CR-9	0.00	99,808.70	18,885,014.16	
03/13/2020	1027818			Trust & Agency Deductions 3.20.20	CR-9	0.00	709,790.60	18,175,223.56	
03/13/2020	1027821			Funding Net Payroll 3.20.20	CR-9	0.00	1,015,685.25	17,159,538.31	
03/13/2020	1027831			VLT Lottery Revenue 2019-2020	CR-9	136,658.20	0.00	17,296,196.51	
03/13/2020	1027832			Excess Cost Revenue 2019-2020	CR-9	2,687,025.05	0.00	19,983,221.56	
03/16/2020	1027836			Interest Revenue	CR-9	13,268.44	0.00	19,996,490.00	
03/17/2020	1027825			Tax Revenue #10	CR-9	319,429.04	0.00	20,315,919.04	
03/18/2020	1027833			Funding Warrant #57	CR-9	0.00	142,770.42	20,173,148.62	
03/25/2020	1027826			Tax Revenue #11	CR-9	191,657.42	0.00	20,364,806.04	
03/27/2020	1027834			Trust & Agency Deductions 4.3.20	CR-9	0.00	724,172.54	19,640,633.50	
03/27/2020	1027835			Funding Net Payroll 4.3.20	CR-9	0.00	1,035,851.56	18,604,781.94	
03/27/2020	1027842			Funding First Student Wire Transfer	CR-9	0.00	450,069.31	18,154,712.63	
03/31/2020	1027837			General Aid Spring Advance Revenue '19-'20	CR-9	2,157,801.01	0.00	20,312,513.64	
03/31/2020	1027838			Commercial Gaming Revenue '19-'20	CR-9	104,631.14	0.00	20,417,144.78	
03/31/2020	1027839			General Aid End of FY Payment '19-'20	CR-9	5,158,983.62	0.00	25,576,128.40	
03/31/2020	1027840			Cash Receipt	CR-9	21,267.00	0.00	25,597,395.40	
03/31/2020	1027843			Cash Receipt	CR-9	4,663.00	0.00	25,602,058.40	
<b>Grand Totals:</b>						<b>11,456,704.77</b>	<b>6,086,472.87</b>	<b>25,602,058.40</b>	

Rocky Point Union Free School District  
Treasurer's Report  
General Fund - AP Checking A2010  
As of March 31, 2020

Reconciled Balance as of: 2/29/2020 1,000,047.73

Receipts:

Metal Recycling	83.20	
HS Musical Ticket Sales	7,610.00	
Facilities Use	80.00	
Lost Books	50.00	
Funding Transfer	<u>943,987.28</u>	951,810.48

Disbursements:

Cash Disbursements	<u>943,987.71</u>	<u>(943,987.71)</u>
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Total available balance per General Ledger as of: 3/31/2020 1,007,870.50

Bank Balance as of: 3/31/2020 1,078,466.19

Less: Outstanding Checks (70,595.69)

Adjusted Bank Balance as of: 3/31/2020 1,007,870.50

Prepared by: Linda Bilski  
Date: 4/14/2020

Reviewed by: Virginia Holloway  
Date: 4/14/2020

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
<b>A 2010</b>	<b>CAPITAL ONE AP CHECKING</b>							
				BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	1,000,047.73
03/03/2020	1027799			FACILITIES USEAGE FEE	CR-9	80.00	0.00	1,000,127.73
03/03/2020	1027800			METAL RECYCLING	CR-9	61.60	0.00	1,000,189.33
03/04/2020				See Cash Disbursement Schedule 54	CD-54	0.00	251,338.85	748,850.48
03/05/2020	198			Funding warrant A54	JE-19	251,338.85	0.00	1,000,189.33
03/06/2020	1027801			FJC LOST BOOKS	CR-9	50.00	0.00	1,000,239.33
03/11/2020				See Cash Disbursement Schedule 56	CD-56	0.00	99,808.70	900,430.63
03/13/2020	1027813			HS MUSICAL TICKET SALES	CR-9	7,610.00	0.00	908,040.63
03/13/2020	1027816			Funding Warrant #56	CR-9	99,808.70	0.00	1,007,849.33
03/16/2020	1027817			METAL RECYCLING	CR-9	21.60	0.00	1,007,870.93
03/18/2020				See Cash Disbursement Schedule 57	CD-57	0.00	142,770.85	865,100.08
03/18/2020	1027833			Funding Warrant #57	CR-9	142,770.42	0.00	1,007,870.50
03/26/2020	211			Feb 2020 First Student Bill	JE-19	0.00	450,069.31	557,801.19
03/27/2020	1027842			Funding First Student Wire Transfer	CR-9	450,069.31	0.00	1,007,870.50
<b>Grand Totals:</b>						<b>951,810.48</b>	<b>943,987.71</b>	<b>1,007,870.50</b>

<b>ROCKY POINT UFSD</b>		
<b>OUTSTANDING CHECK LIST</b>		
<b>AS OF MARCH 31, 2020</b>		
<u>CHECK#</u>	<u>CHECK DATE</u>	<u>CHECK AMOUNT</u>
113231	01/14/2020	9,990.21
113289	01/28/2020	16.80
113418	02/11/2020	315.00
113432	02/25/2020	30.74
113480	02/25/2020	13,970.37
113520	03/03/2020	390.00
113601	03/10/2020	632.92
113602	03/10/2020	17.02
113610	03/16/2020	4,933.86
113612	03/16/2020	7,333.20
113618	03/16/2020	30.00
113619	03/16/2020	9,545.00
113623	03/16/2020	2,024.00
113625	03/16/2020	720.00
113627	03/16/2020	703.47
113633	03/16/2020	2,572.50
113635	03/16/2020	120.00
113642	03/16/2020	351.90
113644	03/16/2020	16,898.70
		<u>70,595.69</u>

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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$2,629,960.16	Number of Days in Cycle		31
10 Deposits/Credits	\$953,464.39	Minimum Balance This Cycle		\$1,040,584.37
212 Checks/Debits	(\$2,504,958.36)	Average Collected Balance		\$1,256,373.54
Service Charges	\$0.00			
Ending Balance 03/31/20	\$1,078,466.19			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>		<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>		<i>Resulting Balance</i>
03/02	Check	113459		\$886,818.62		\$1,743,141.54
03/02	Check	113466		\$42,696.51		\$1,700,445.03
03/02	Check	113439		\$36,141.50		\$1,664,303.53
03/02	Check	113478		\$17,230.13		\$1,647,073.40
03/02	Check	113461		\$10,883.00		\$1,636,190.40
03/02	Check	113446		\$8,303.00		\$1,627,887.40
03/02	Check	113438		\$7,333.20		\$1,620,554.20
03/02	Check	113456		\$4,935.00		\$1,615,619.20
03/02	Check	113477		\$4,000.00		\$1,611,619.20
03/02	Check	113462		\$3,820.50		\$1,607,798.70
03/02	Check	113479		\$3,753.16		\$1,604,045.54
03/02	Check	113481		\$2,938.24		\$1,601,107.30
03/02	Check	113440		\$1,944.22		\$1,599,163.08
03/02	Check	113471		\$1,753.04		\$1,597,410.04
03/02	Check	113430		\$1,425.00		\$1,595,985.04
03/02	Check	113469		\$1,015.09		\$1,594,969.95
03/02	Check	113457		\$883.80		\$1,594,086.15
03/02	Check	113426		\$870.65		\$1,593,215.50
03/02	Check	113429		\$540.04		\$1,592,675.46

*Thank you for banking with us.*

Rocky Point Union Free School District  
Treasurer's Report  
General Fund - Investment A2011  
As of March 31, 2020

Reconciled Balance as of:	2/29/2020	2,853,243.43
Receipts:		
	Interest Revenue	<u>422.14</u>
		422.14
Disbursements:		<u>0.00</u>
Total available balance per General Ledger as of:	3/31/2020	<u>2,853,665.57</u>
Bank Balance as of:	3/31/2020	<u>2,853,665.57</u>

Prepared by: Linda Bilski  
Date: 4/12/2020

Reviewed by: Virginia Holloway  
Date: 4/12/2020

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

February 29, 2020 through March 31, 2020

Account Number:

**Customer Service Information**

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

00050673 WBS 802 211 09220 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		\$2,853,243.43	
Deposits and Credits	1	\$422.14	
Withdrawals and Debits	0	\$0.00	
Checks Paid	0	\$0.00	
<b>Ending Ledger Balance</b>		<b>\$2,853,665.57</b>	
Average Ledger Balance	\$2,853,256	Annual Percentage Yield Earned	0.17%
Interest Credited This Period	\$422.14	Interest Credited Year-to-Date	\$1,592.75
Interest Rate(s):	03/01 to 03/18 at 0.25%		
	03/19 to 03/31 at 0.07%		

**Deposits and Credits**

Ledger Date	Description	Amount
03/31	Interest Payment	\$422.14
<b>Total</b>		<b>\$422.14</b>

**Daily Balance**

Date	Ledger Balance	Date	Ledger Balance
03/31	\$2,853,665.57		

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 3/1/2020 To 3/31/2020

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 2011			CHASE GENERAL FUND MM						
					BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	2,853,243.43
	03/31/2020	1027841			Interest Revenue	CR-9	422.14	0.00	2,853,665.57
<b>Grand Totals:</b>							<b>422.14</b>	<b>0.00</b>	<b>2,853,665.57</b>

Rocky Point Union Free School District  
Treasurer's Report  
Cafeteria Checking - C207  
As of March 31, 2020

Reconciled Balance as of:	2/29/2020		194,395.77
Receipts:			
	Café Sales	<u>12,199.78</u>	12,199.78
Disbursements:			
	Cash Disbursements	<u>27,525.51</u>	<u>(27,525.51)</u>
Total available balance per General Ledger as of:	3/31/2020		<u>179,070.04</u>
Bank Balance as of:	3/31/2020		179,090.04
Less:	Outstanding Checks		(20.00)
Adjusted Bank Balance as of:	3/31/2020		<u>179,070.04</u>

Prepared by: Linda Bilski  
Date: 4/12/2020

Reviewed by: Virginia Holloway  
Date: 4/12/2020

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
<b>C 207</b>	<b>CAPITAL ONE CHECKING</b>								
				BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	194,395.77	
03/02/2020	1027807			CAF'T RECEIPTS	CR-7	1,580.56	0.00	195,976.33	
03/03/2020	1027808			CAF'T RECEIPTS	CR-7	976.24	0.00	196,952.57	
03/04/2020				See Cash Disbursement Schedule 17	CD-17	0.00	13,160.72	183,791.85	
03/04/2020	1027809			CAF'T RECEIPTS	CR-7	1,142.78	0.00	184,934.63	
03/05/2020	1027810			CAF'T RECEIPTS	CR-7	1,695.35	0.00	186,629.98	
03/06/2020	1027811			CAF'T RECEIPTS	CR-7	1,312.49	0.00	187,942.47	
03/11/2020				See Cash Disbursement Schedule 18	CD-18	0.00	12,555.72	175,386.75	
03/13/2020	219			Annual NYS Sales Tax Payment	JE-19	0.00	1,218.19	174,168.56	
03/18/2020				See Cash Disbursement Schedule 19	CD-19	0.00	590.88	173,577.68	
03/31/2020	221			Entry to book sales as per bank statement	JE-19	5,492.36	0.00	179,070.04	
<b>Grand Totals:</b>						<b>12,199.78</b>	<b>27,525.51</b>	<b>179,070.04</b>	

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

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

ACCOUNT SUMMARY FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$198,168.45	Number of Days in Cycle	31	
189 Deposits/Credits	\$15,005.76	Minimum Balance This Cycle	\$179,051.04	
39 Checks/Debits	(\$34,084.17)	Average Collected Balance	\$186,273.24	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$179,090.04			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>	<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>	<i>Resulting Balance</i>		
02/28	Customer Deposit	\$75.00		\$198,243.45		
03/02	Check 11800		\$619.07	\$197,624.38		
03/02	Check 11807		\$617.79	\$197,006.59		
03/02	Check 11806		\$605.95	\$196,400.64		
03/02	Check 11799		\$281.70	\$196,118.94		
03/02	Check 11801		\$257.40	\$195,861.54		
03/02	Check 11808		\$251.46	\$195,610.08		
03/02	Check 11803		\$172.25	\$195,437.83		
03/02	Check 11798		\$46.75	\$195,391.08		
03/03	V Vault Customer Deposit	\$552.00		\$195,943.08		
03/03	Customer Deposit	\$254.25		\$196,197.33		
03/03	Customer Deposit	\$136.00		\$196,333.33		
03/03	V Vault Customer Deposit	\$128.70		\$196,462.03		
03/03	V Vault Customer Deposit	\$120.50		\$196,582.53		
03/03	Customer Deposit	\$106.15		\$196,688.68		
03/03	Customer Deposit	\$96.61		\$196,785.29		
03/03	V Vault Customer Deposit	\$84.49		\$196,869.78		
03/03	V Vault Customer Deposit	\$69.00		\$196,938.78		
03/03	Customer Deposit	\$65.00		\$197,003.78		

*Thank you for banking with us.*



ROCKY POINT UFSD  
CAFETERIA CHECKING

ACCOUNT DETAIL CONTINUED FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

**ROCKY POINT UFSD**

**Checks** \* designates gap in check sequence

<b>Check No.</b>	<b>Date</b>	<b>Amount</b>	<b>Check No.</b>	<b>Date</b>	<b>Amount</b>	<b>Check No.</b>	<b>Date</b>	<b>Amount</b>
11798	03/02	\$46.75	11811	03/16	\$35.44	11824	03/09	\$206.50
11799	03/02	\$281.70	11812	03/10	\$1,903.58	11825	03/17	\$675.55
11800	03/02	\$619.07	11813	03/09	\$162.20	11826	03/16	\$595.30
11801	03/02	\$257.40	11814	03/10	\$2,543.03	11827	03/17	\$738.92
11802	03/03	\$30.45	11815	03/11	\$416.91	11828	03/17	\$3,283.56
11803	03/02	\$172.25	11816	03/09	\$257.60	11829	03/16	\$1,503.01
11804	03/03	\$1,463.17	11817	03/09	\$2,371.42	11830	03/25	\$746.31
11805	03/03	\$413.35	11818	03/09	\$1,542.29	11831	03/16	\$3,394.39
11806	03/02	\$605.95	11819	03/09	\$197.07	11832	03/16	\$251.46
11807	03/02	\$617.79	11820	03/24	\$75.00	11833	03/24	\$75.00
11808	03/02	\$251.46	11821	03/09	\$1,287.78	11834	03/16	\$1,292.22
11809	03/04	\$1,011.90	11822	03/09	\$2,070.05	11835	03/27	\$570.88
11810	03/03	\$807.42	11823	03/09	\$91.85			

Rocky Point Union Free School District  
Treasurer's Report  
Cafeteria Fund ACH C208  
As of March 31, 2020

Reconciled Balance as of:	2/29/2020		116,905.44
Receipts:			
	Café ACH Deposits	25,419.86	
	Interest	<u>6.83</u>	
			25,426.69
Disbursements:			<u>0.00</u>
Total available balance per General Ledger as of:	3/31/2020		<u>142,332.13</u>
Bank Balance as of:	3/31/2020		<u>142,332.13</u>
			0.00

Prepared by: Linda Bilski  
Date: 4/12/2020

Reviewed by: Virginia Holloway  
Date: 4/12/2020



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

February 29, 2020 through March 31, 2020  
 Account Number:

**CUSTOMER SERVICE INFORMATION**

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

00042430 DDA 802 212 09220 NNNNNNNNNN 1 000000000 C1 0000

ROCKY POINT UFSD  
 SCHOOL LUNCH ACH  
 90 ROCKY POINT YAPHANK RD  
 ROCKY POINT NY 11778-8423



**CHECKING SUMMARY**

Commercial Checking With Interest

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$114,019.44</b>
Deposits and Additions	45	28,312.69
<b>Ending Balance</b>	<b>45</b>	<b>\$142,332.13</b>
Annual Percentage Yield Earned This Period		0.06%
Interest Paid This Period		\$6.83
Interest Paid Year-to-Date		\$19.61

Interest paid in 2019 for account t was \$160.30.

**DEPOSITS AND ADDITIONS**

DATE	DESCRIPTION	AMOUNT
03/02	Orig CO Name:Hrtland Pmt Sys Orig ID:Wfbehps001 Desc Date: CO Entry Descr:Txns/Fees Sec:CCD Trace#:091000011374709 Eed:200302 Ind ID:650000007830113 Ind Name:Rocky Point Ufsd Trn: 0621374709Tc	\$1,716.00
03/02	Orig CO Name:Hrtland Pmt Sys Orig ID:Wfbehps001 Desc Date: CO Entry Descr:Txns/Fees Sec:CCD Trace#:091000011374711 Eed:200302 Ind ID:650000007830113 Ind Name:Rocky Point Ufsd Trn: 0621374711Tc	1,170.00
03/02	Orig CO Name:Hrtland Pmt Sys Orig ID:Wfbehps001 Desc Date: CO Entry Descr:Txns/Fees Sec:CCD Trace#:091000011374707 Eed:200302 Ind ID:650000007830113 Ind Name:Rocky Point Ufsd Trn: 0621374707Tc	173.00
03/02	Orig CO Name:Heartland Orig ID:1223755714 Desc Date:030120 CO Entry Descr:ACH Funds Sec:CCD Trace#:091000011374704 Eed:200302 Ind ID:3682703 Ind Name:Rocky Point Ufsd Trn: 0621374704Tc	80.00
03/02	Orig CO Name:Heartland Orig ID:1223755714 Desc Date:030120 CO Entry Descr:ACH Funds Sec:CCD Trace#:091000011374705 Eed:200302 Ind ID:3687474 Ind Name:Rocky Point Ufsd Trn: 0621374705Tc	60.00

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
<b>C 208</b>	<b>CHASE ACH REVENUE</b>								
				BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	116,905.44	
03/31/2020	1027844			FJC ACH	CR-9	4,356.55	0.00	121,261.99	
03/31/2020	1027845			JAE ACH	CR-9	4,861.65	0.00	126,123.64	
03/31/2020	1027846			RPMS ACH	CR-9	7,318.71	0.00	133,442.35	
03/31/2020	1027847			RPHS ACH	CR-9	8,882.95	0.00	142,325.30	
03/31/2020	1027848			Interest Revenue	CR-9	6.83	0.00	142,332.13	
<b>Grand Totals:</b>						<b>25,426.69</b>	<b>0.00</b>	<b>142,332.13</b>	

Rocky Point Union Free School District  
Treasurer's Report  
Federal Fund Checking - F205  
As of March 31, 2020

Reconciled Balance as of:	2/29/2020		95,870.80
Receipts:			0.00
Disbursements:			
	Cash Disbursements	<u>24,327.95</u>	<u>(24,327.95)</u>
Total available balance per General Ledger as of:	3/31/2020		<u>71,542.85</u>
Bank Balance as of:	3/31/2020		82,142.85
Less:	Outstanding Checks		<u>(10,600.00)</u>
Adjusted Bank Balance as of:	3/31/2020		<u>71,542.85</u>
			-

Prepared by: Linda Bilski Reviewed by: Virginia Holloway

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
F 205	CAPITAL ONE CHECKING								
				BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	95,870.80	
03/11/2020				See Cash Disbursement Schedule 16	CD-16	0.00	19,610.00	76,260.80	
03/18/2020				See Cash Disbursement Schedule 17	CD-17	0.00	4,717.95	71,542.85	
<b>Grand Totals:</b>						<b>0.00</b>	<b>24,327.95</b>	<b>71,542.85</b>	

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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$115,733.70	Number of Days in Cycle	31	
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$82,142.85	
5 Checks/Debits	(\$33,590.85)	Average Collected Balance	\$94,531.67	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$82,142.85			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>		<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>	<i>Resulting Balance</i>	
03/02	Check 4545			\$252.90	\$115,480.80	
03/03	Check 4546			\$9,010.00	\$106,470.80	
03/09	Check 4547			\$10,600.00	\$95,870.80	
03/17	Check 4548			\$9,010.00	\$86,860.80	
03/30	Check 4550			\$4,717.95	\$82,142.85	
<b>Total</b>			\$0.00	\$33,590.85		

									<b>ROCKY POINT UFSD</b>	
<b>Checks</b> * designates gap in check sequence										
<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>		
4545	03/02	\$252.90	4547	03/09	\$10,600.00	4550*	03/30	\$4,717.95		
4546	03/03	\$9,010.00	4548	03/17	\$9,010.00					

Thank you for banking with us.

Rocky Point Union Free School District  
Treasurer's Report  
Capital Fund Checking - H205  
As of March 31, 2020

Reconciled Balance as of:	2/29/2020		1,192,214.33
Receipts:			0.00
Disbursements:			
	Cash Disbursements	<u>9,223.40</u>	<u>(9,223.40)</u>
Total available balance per General Ledger as of:	3/31/2020		<u><u>1,182,990.93</u></u>
Bank Balance as of:	3/31/2020		1,183,770.06
Less: Outstanding Checks			<u>(779.13)</u>
Adjusted Bank Balance as of:	3/31/2020		<u><u>1,182,990.93</u></u>

Prepared by: Linda Bilski Reviewed by: Virginia Holloway  
Date: 4/14/2020 Date: 4/14/2020

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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$1,208,249.63	Number of Days in Cycle	31	
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$1,183,770.06	
2 Checks/Debits	(\$24,479.57)	Average Collected Balance	\$1,195,615.01	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$1,183,770.06			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>		<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>	<i>Resulting Balance</i>	
03/16	Check	1098		\$16,035.30	\$1,192,214.33	
03/16	Check	1099		\$8,444.27	\$1,183,770.06	
<b>Total</b>			\$0.00	\$24,479.57		

									<b>ROCKY POINT UFSD</b>	
<b>Checks</b> * designates gap in check sequence										
<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>		
1098	03/16	\$16,035.30	1099	03/16	\$8,444.27					

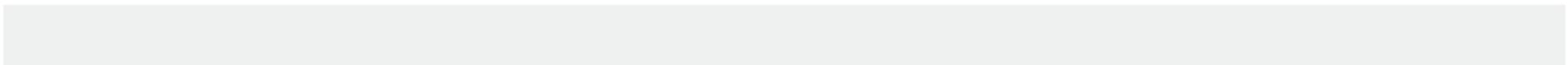
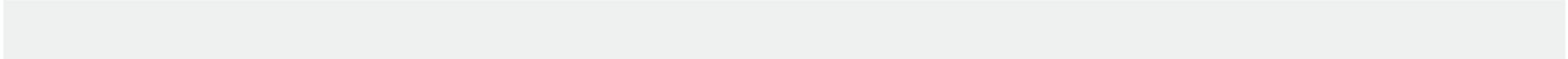
*Thank you for banking with us.*

**ROCKY POINT UFSD**



**Cash Account Transactions Report From 3/1/2020 To 3/31/2020**

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID						
<b>H 205</b>	<b>CAPITAL ONE CHECKING</b>								
				BALANCE 07/01/2019 - 02/29/2020		0.00	0.00		1,192,214.33
03/11/2020				See Cash Disbursement Schedule 20	CD-20	0.00	8,444.27		1,183,770.06
03/18/2020				See Cash Disbursement Schedule 21	CD-21	0.00	779.13		1,182,990.93
<b>Grand Totals:</b>						<b>0.00</b>	<b>9,223.40</b>		<b>1,182,990.93</b>





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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$768,277.42	Number of Days in Cycle	31	
9 Deposits/Credits	\$2,127,663.05	Minimum Balance This Cycle	\$768,277.42	
41 Checks/Debits	(\$1,281,452.56)	Average Collected Balance	\$1,198,499.06	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$1,614,487.91			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>	<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>		<i>Resulting Balance</i>	
03/02	Book transfer credit FROM ...5277	\$686,290.91			\$1,454,568.33	
03/02	Check 12218		\$2,990.00		\$1,451,578.33	
03/02	Check 12217		\$1,125.00		\$1,450,453.33	
03/02	Check 12219		\$1,000.00		\$1,449,453.33	
03/03	Customer Deposit	\$2,086.00			\$1,451,539.33	
03/03	Check 12220		\$4,188.75		\$1,447,350.58	
03/03	Check 12216		\$2,723.54		\$1,444,627.04	
03/03	Check 12222		\$1,579.80		\$1,443,047.24	
03/03	Check 12201		\$196.36		\$1,442,850.88	
03/04	Chargeback NSF 1st 030320		\$96.00		\$1,442,754.88	
03/04	Check 12223		\$1,272.63		\$1,441,482.25	
03/05	Check 12221		\$26,390.29		\$1,415,091.96	
03/05	Check 12226		\$17,065.50		\$1,398,026.46	
03/05	Check 12215		\$9,134.13		\$1,388,892.33	
03/05	Check 12214		\$8,494.22		\$1,380,398.11	
03/06	Wire transfer withdrawal THE OMNI GROUP 030620 USD0006181439		\$89,275.23		\$1,291,122.88	
03/06	ACH Withdrawal IRS USATAXPYMT 030620 ROCKY POINT SCHOOL DIS 270046XXXXX4683		\$397,158.25		\$893,964.63	

*Thank you for banking with us.*

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Account Name							
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
T 204	CAPITAL ONE TRUST & AGENCY							
				BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	687,783.68
03/02/2020	1027797			Trust & Agency Deductions 3/6/20	CR-9	686,290.91	0.00	1,374,074.59
03/04/2020				See Cash Disbursement Schedule 45	CD-45	0.00	236.34	1,373,838.25
03/04/2020		206		NSF Check	JE-19	0.00	96.00	1,373,742.25
03/06/2020		199		FICA & T&A DEDUCTIONS	JE-20	970,694.73	0.00	2,344,436.98
03/10/2020		208		ERS February 2020	JE-19	0.00	11,402.17	2,333,034.81
03/11/2020				See Cash Disbursement Schedule 46	CD-46	0.00	4,188.75	2,328,846.06
03/13/2020	1027812			NYSSMA SOLO & ENSEMBLE FESTIVAL	CR-9	3,326.00	0.00	2,332,172.06
03/13/2020	1027814			2ND GR TRIP	CR-9	350.00	0.00	2,332,522.06
03/13/2020	1027815			8TH GR TRIP	CR-9	960.00	0.00	2,333,482.06
03/13/2020	1027818			Trust & Agency Deductions 3.20.20	CR-9	709,790.60	0.00	3,043,272.66
03/16/2020	1027819			NYSSMA SOLO & ENSEMBLE FESTIVALS	CR-9	472.00	0.00	3,043,744.66
03/16/2020	1027820			2ND GR TRIP	CR-9	215.00	0.00	3,043,959.66
03/18/2020				See Cash Disbursement Schedule 48	CD-48	0.00	4,188.75	3,039,770.91
03/19/2020		216		Bounced Check	JE-19	0.00	5.00	3,039,765.91
03/19/2020		217		NSF Check	JE-19	0.00	16.00	3,039,749.91
03/20/2020		209		FICA & MED & T&A DEDUCTIONS	JE-20	1,015,685.25	0.00	4,055,435.16
03/20/2020		218		NSF Check	JE-19	0.00	16.00	4,055,419.16
03/27/2020	1027834			Trust & Agency Deductions 4.3.20	CR-9	724,172.54	0.00	4,779,591.70
03/31/2020				See Cash Disbursement Schedule 44	CD-44	0.00	1,551,686.46	3,227,905.24
03/31/2020				See Cash Disbursement Schedule 47	CD-47	0.00	1,645,581.42	1,582,323.82
<b>Grand Totals:</b>						<b>4,111,957.03</b>	<b>3,217,416.89</b>	<b>1,582,323.82</b>

Rocky Point Union Free School District  
Treasurer's Report  
Net Payroll Checking - T205  
As of March 31, 2020

Reconciled Balance as of:	2/29/2020		50,078.85
Receipts:			
	Funding Transfer	<u>3,022,231.54</u>	3,022,231.54
Disbursements:			
	Disburse Net Payroll	<u>1,986,379.98</u>	<u>(1,986,379.98)</u>
Total available balance per General Ledger as of:	3/31/2020		<u>1,085,930.41</u>
Bank Balance as of:	3/31/2020		1,114,928.44
Less:	Outstanding Checks		<u>(28,998.03)</u>
Adjusted Bank Balance as of:	3/31/2020		<u>1,085,930.41</u>

Prepared by: \_\_\_\_\_ Reviewed by: \_\_\_\_\_  
Date: 4/14/2020 Date: 4/14/2020

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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$89,408.60	Number of Days in Cycle	31	
3 Deposits/Credits	\$3,022,231.54	Minimum Balance This Cycle	\$78,405.15	
79 Checks/Debits	(\$1,996,711.70)	Average Collected Balance	\$607,984.12	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$1,114,928.44			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<u>Date</u>	<u>Description</u>	<u>Deposits/Credits</u>	<u>Withdrawals/Debits</u>		<u>Resulting Balance</u>	
03/02	Book transfer credit FROM ...5277	\$970,694.73			\$1,060,103.33	
03/02	Check 99507		\$2,584.37		\$1,057,518.96	
03/02	Check 99491		\$460.81		\$1,057,058.15	
03/03	Check 99330		\$1,533.99		\$1,055,524.16	
03/06	ACH Withdrawal PAYROLL ROCKYPT REG SALARY 030620 PAYROLL ROCKYPT -SETT-TMOBSPEB		\$937,737.30		\$117,786.86	
03/06	Check 99549		\$3,011.46		\$114,775.40	
03/06	Check 99538		\$2,712.95		\$112,062.45	
03/06	Check 99545		\$2,584.37		\$109,478.08	
03/06	Check 99535		\$1,920.06		\$107,558.02	
03/06	Check 99551		\$1,672.00		\$105,886.02	
03/06	Check 99543		\$1,640.86		\$104,245.16	
03/06	Check 99241		\$1,477.42		\$102,767.74	
03/06	Check 99547		\$822.50		\$101,945.24	
03/06	Check 99498		\$666.60		\$101,278.64	
03/06	Check 99541		\$666.52		\$100,612.12	
03/06	Check 99544		\$607.74		\$100,004.38	
03/06	Check 99532		\$524.98		\$99,479.40	
03/06	Check 99537		\$523.43		\$98,955.97	

*Thank you for banking with us.*

**ROCKY POINT UFSD**



**Cash Account Transactions Report From 3/1/2020 To 3/31/2020**

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
T 205			CAPITAL ONE NET PAYROLL						
					BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	50,078.85
	03/02/2020	1027798			Funding Net Payroll 3/6/20	CR-9	970,694.73	0.00	1,020,773.58
	03/06/2020	199			FICA & T&A DEDUCTIONS	JE-20	0.00	970,694.73	50,078.85
	03/13/2020	1027821			Funding Net Payroll 3.20.20	CR-9	1,015,685.25	0.00	1,065,764.10
	03/20/2020	209			FICA & MED & T&A DEDUCTIONS	JE-20	0.00	1,015,685.25	50,078.85
	03/27/2020	1027835			Funding Net Payroll 4.3.20	CR-9	1,035,851.56	0.00	1,085,930.41
					<b>Grand Totals:</b>		<b>3,022,231.54</b>	<b>1,986,379.98</b>	<b>1,085,930.41</b>

<b>ROCKY POINT UFSD</b>		
<b>OUTSTANDING CHECK LIST</b>		
<b>AS OF MARCH 31, 2020</b>		
<u>Check #</u>	<u>Check Date</u>	<u>Check Amt.</u>
98727	06/26/2019	30.29
99052	11/01/2019	1,590.61
99313	02/07/2020	1,506.66
99386	02/07/2020	153.92
99478	02/14/2020	5,068.09
99479	02/14/2020	5,021.49
99486	02/14/2020	3,369.71
99489	02/14/2020	3,283.25
99508	02/21/2020	1,394.46
99523	02/21/2020	628.11
99557	03/06/2020	378.38
99567	03/20/2020	943.61
99575	03/20/2020	1,636.14
99576	03/20/2020	333.66
99579	03/20/2020	1,619.16
99582	03/20/2020	1,394.46
99594	03/20/2020	646.03
		<b>28,998.03</b>



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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$50,033.26	Number of Days in Cycle	31	
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$49,533.26	
1 Checks/Debits	(\$500.00)	Average Collected Balance	\$49,678.42	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$49,533.26			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>		<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>	<i>Resulting Balance</i>	
03/10	Check 359			\$500.00	\$49,533.26	
<b>Total</b>			\$0.00	\$500.00		

									<b>ROCKY POINT UFSD</b>	
<b>Checks</b> * designates gap in check sequence										
<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>		
359	03/10	\$500.00								

*Thank you for banking with us.*

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
U 200			CASH IN CHECKING						
					BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	49,533.26
<b>Grand Totals:</b>							<b>0.00</b>	<b>0.00</b>	<b>49,533.26</b>

Rocky Point Union Free School District  
Treasurer's Report  
Debt Service Fund Checking - V200  
As of March 31, 2020

Reconciled Balance as of:	2/29/2020	136,878.73
Receipts:		0.00
Disbursements:		0.00
		<hr/>
Total available balance per General Ledger as of:	3/31/2020	<u>136,878.73</u>
Bank Balance as of:	3/31/2020	<u>136,878.73</u>
		-

Prepared by: Linda Bilski Reviewed by: Virginia Holloway  
Date: 4/14/2020 Date: 4/14/2020

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

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

ACCOUNT SUMMARY FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$136,878.73	Number of Days in Cycle	31	
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$136,878.73	
0 Checks/Debits	\$0.00	Average Collected Balance	\$136,878.73	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$136,878.73			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>	<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>	<i>Resulting Balance</i>		
03/01				\$136,878.73		
	No Account Activity this Statement Period					
03/31				\$136,878.73		
<b>Total</b>		\$0.00	\$0.00			
No Items Processed						

*Thank you for banking with us.*

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
V 200			CASH						
					BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	136,878.73
<b>Grand Totals:</b>							<b>0.00</b>	<b>0.00</b>	<b>136,878.73</b>



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 MARCH 01, 2020 - MARCH 31, 2020

			<b>ROCKY POINT UFSD</b>	
Previous Balance 02/29/20	\$61,805.22	Number of Days in Cycle	31	
3 Deposits/Credits	\$6,967.55	Minimum Balance This Cycle	\$61,805.22	
4 Checks/Debits	(\$779.13)	Average Collected Balance	\$66,337.96	
Service Charges	\$0.00			
Ending Balance 03/31/20	\$67,993.64			

ACCOUNT DETAIL FOR PERIOD MARCH 01, 2020 - MARCH 31, 2020

					<b>ROCKY POINT UFSD</b>	
<i>Date</i>	<i>Description</i>	<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>	<i>Resulting Balance</i>		
03/04	Customer Deposit	\$740.00		\$62,545.22		
03/10	V Vault Customer Deposit	\$3,402.00		\$65,947.22		
03/10	Customer Deposit	\$2,825.55		\$68,772.77		
03/13	Check 11319		\$515.63	\$68,257.14		
03/17	Check 11321		\$200.00	\$68,057.14		
03/17	Check 11320		\$50.00	\$68,007.14		
03/18	Check 11316		\$13.50	\$67,993.64		
<b>Total</b>		\$6,967.55	\$779.13			

									<b>ROCKY POINT UFSD</b>	
<b>Checks</b> * designates gap in check sequence										
<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>		
11316	03/18	\$13.50	11320	03/17	\$50.00	11321	03/17	\$200.00		
11319*	03/13	\$515.63								

*Thank you for banking with us.*

# ROCKY POINT UFSD



## Cash Account Transactions Report From 3/1/2020 To 3/31/2020

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID						
<b>X 201</b>	<b>CAPITAL ONE CHECKING</b>								
					BALANCE 07/01/2019 - 02/29/2020		0.00	0.00	61,477.22
03/04/2020	1027822				MS Yearbook Sales	CR-9	740.00	0.00	62,217.22
03/10/2020	1027823				BANN Swoopin' & Hoopin'	CR-9	3,402.00	0.00	65,619.22
03/10/2020	1027824				Donation from Delmar	CR-9	2,825.55	0.00	68,444.77
03/31/2020					See Cash Disbursement Schedule 19	CD-19	0.00	600.00	67,844.77
03/31/2020					See Cash Disbursement Schedule 20	CD-20	0.00	765.63	67,079.14
<b>Grand Totals:</b>							<b>6,967.55</b>	<b>1,365.63</b>	<b>67,079.14</b>

Rocky Point UFSD  
 PERIOD COVERED 7/1/19 to 6/30/2020  
 CASH FLOW SUMMARY (THOUSANDS OF DOLLARS)

MONTH	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
BEGINNING BALANCE	22,656	20,261	21,844	19,782	15,233	9,149	5,466	22,903	24,086	29,464	29,464	29,464
<b>RECEIPTS:</b>	XXXXXXXX	XXXXXXXXXX	XXXXXXXX:XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
PROPERTY TAXES	0	3	0	0	0	0	21,178	6,612	894			
STAR AID	0	0	0	0	0	0	5,300	0				
STATE AID	0	984	4,041	1,134	136	1,709	137	137	10,485			
OTHER	88	75	151	42	88	32	320	356	46			
TRF FR OTHER FUNDS	0	0	0	500	215	0	0	223	0			
DUE TO OTH FDS	0	0	0	0	0	0	0	0	0			
NYS AID DUE TO OTHER FUNDS	114	4,521	0	236	544	226	36	48	38			
TAN PROCEEDS	0	0	0	0	0	0	0	0	0			
TOTAL RECEIPTS:	202	5,583	4,192	1,912	983	1,967	26,971	7,376	11,463	0	0	0
<b>DISBURSEMENTS:</b>	XXXXXXXX	XXXXXXXXXX	XXXXXXXX:XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
SALARY	838	760	4,294	3,608	3,599	3,569	3,341	3,801	943			
OPERATING EXPENSES	1,759	3,240	1,960	2,853	3,416	1,700	5,194	2,390	5,142			
OTHER	0	0	0	0	0	0	0	0	0			
DUE TO OTHER FUNDS	0	0	0	0	0	0	999	2	0			
DEBT SERVICE	0	0	0	0	52	281	0	0	0			
LOAN TO OTH FDS	0	0	0	0	0	100	0	0	0			
REPYMT OF LOANS	0	0	0	0	0	0	0	0	0			
REPYMT OF TAN	0	0	0	0	0	0	0	0	0			
INTEREST PAYMENT	0	0	0	0	0	0	0	0	0			
INT REPAY	0	0	0	0	0	0	0	0	0			
TOTAL DISB:	2,597	4,000	6,254	6,461	7,067	5,650	9,534	6,193	6,085	0	0	0
BALANCE	20,261	21,844	19,782	15,233	9,149	5,466	22,903	24,086	29,464	29,464	29,464	29,464
	XXXXXXXX	XXXXXXXXXX	XXXXXXXX:XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Projected Fund Balance at Year End	3,470	3470	3470	3545	3570	3600	3612	3627	3592	0	0	

**Rocky Point Union Free School District  
For The Months Ended March 2020**

**Extraclass Activity Accounts**



**CASH REPORT  
FOR THE MONTH ENDED  
March 31, 2020**

GENERAL FUND

A210	Petty Cash	\$	600.00
A2008	Capital One Investment	\$	25,602,058.40
A2010	Capital One AP Checking	\$	1,007,870.50
A2011	JP Morgan Chase-Money Market	\$	<u>2,853,665.57</u>

Total General Fund: \$ 29,464,194.47

SCHOOL LUNCH FUND

C207	Capital One Lunch Fund Checking	\$	179,070.04
C208	JP Morgan Chase-Lunch ACH	\$	<u>142,332.13</u>

Total School Lunch Fund: \$ 321,402.17

SPECIAL AID FUND

F205	Capital One Federal Checking	\$	71,542.85
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Total Special Aid Fund: \$ 71,542.85

CAPITAL FUND

H205	Capital One - Checking	\$	<u>1,182,990.93</u>
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Total Capital Fund: \$ 1,182,990.93

TRUST & AGENCY FUND

T204	Capital One - Checking	\$	1,582,323.82
T205	Capital One - Net Payroll Checking	\$	<u>1,085,930.41</u>

Total Trust & Agency Fund: \$ 2,668,254.23

SCHOLARSHIP FUND

U200	Capital One - Checking	\$	<u>49,533.26</u>
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Total Scholarship Fund \$ 49,533.26

DEBT SERVICE FUND

V200	Capital One - Money Market	\$	<u>136,878.73</u>
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Total Debt Service Fund \$ 136,878.73

EXTRA CLASS FUND

X201	Capital One - Checking	\$	<u>67,079.14</u>
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Total Extra Class Fund \$ 67,079.14

Total All Funds: \$ 33,961,875.78

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FOR THE MONTHS ENDED MARCH 2020**

**GENERAL FUND**

# ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 3/31/2020



Account	Description	Debits	Credits
A 2008	CAPITAL ONE INVESTMENT	25,602,058.40	0.00
A 2010	CAPITAL ONE AP CHECKING	1,007,870.50	0.00
A 2011	CHASE GENERAL FUND MM	2,853,665.57	0.00
A 210	PETTY CASH	600.00	0.00
A 380	ACCOUNTS RECEIVABLE	43,124.63	0.00
A 391	DUE FROM FEDERAL FUND	480,014.26	0.00
A 3911	DUE FROM TRUST AND AGENCY	797,195.96	0.00
A 3912	DUE FROM SCHOOL LUNCH	354,309.57	0.00
A 4805	PREPAID INSURANCE	60,000.00	0.00
A 510	ESTIMATED REVENUES	82,263,057.89	0.00
A 521	ENCUMBRANCES	26,164,222.07	0.00
A 522	EXPENDITURES	46,545,309.45	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	92.07
A 6301	DUE TO SCHOOL LUNCH FUND	0.00	37,853.15
A 6304	DUE TO TRUST AGENCY	1,699,705.61	0.00
A 6305	DUE TO DEBT SERVICE	0.00	1,210.57
A 632	DUE TO STATE TEACHERS' RETIREMENT	0.00	76,839.78
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	26,164,222.07
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	87,504,981.48
A 980	REVENUES	0.00	55,129,297.32
<b>A Fund Totals:</b>		<b>193,113,057.50</b>	<b>193,113,057.50</b>
<b>Grand Totals:</b>		<b>193,113,057.50</b>	<b>193,113,057.50</b>

ROCKY POINT UFSD



Appropriation Status Summary Report By Function From 7/1/2019 To 3/31/2020

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1010	BOARD OF EDUCATION *	12,800.00	0.00	12,800.00	8,411.16	811.75	3,577.09
1040	DISTRICT CLERK *	16,530.00	0.00	16,530.00	12,079.63	4,450.37	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	2,600.00	416,589.00	228,091.57	89,469.31	99,028.12
1310	BUSINESS ADMINISTRATION *	758,257.00	28,843.64	787,100.64	511,634.60	251,587.48	23,878.56
1320	AUDITING *	83,000.00	8,600.00	91,600.00	49,750.00	35,350.00	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	34,147.28	7,890.72	670.00
1380	FISCAL AGENT FEE *	9,000.00	0.00	9,000.00	9,000.00	0.00	0.00
1420	LEGAL *	80,000.00	0.00	80,000.00	32,537.40	47,462.60	0.00
1430	PERSONNEL *	655,980.78	-2,600.00	653,380.78	350,985.39	163,359.53	139,035.86
1480	PUBLIC INFORMATION AND SERVICES *	42,300.00	0.00	42,300.00	18,916.74	23,383.26	0.00
1620	OPERATION OF PLANT *	4,480,673.00	272,380.45	4,753,053.45	3,224,702.54	1,290,723.96	237,626.95
1621	MAINTENANCE OF PLANT *	1,487,500.00	414,074.33	1,901,574.33	916,760.83	657,092.05	327,721.45
1670	CENTRAL PRINTING AND MAILING *	71,000.00	7,000.00	78,000.00	61,632.16	15,367.84	1,000.00
1680	CENTRAL DATA PROCESSING *	854,722.00	0.00	854,722.00	439,129.86	398,584.14	17,008.00
1910	UNALLOCATED INSURANCE *	529,725.00	62,000.00	591,725.00	588,865.09	2,859.48	0.43
1981	ADMINISTRATIVE CHARGE-BOCES *	325,000.00	0.00	325,000.00	216,348.00	108,652.00	0.00
2010	CURRICULUM DEVELOPMENT AND SUPERVISION *	375,205.00	5,049.77	380,254.77	253,981.10	106,628.84	19,644.83
2020	SUPERVISION - ADMINISTRATION *	2,283,760.00	437.44	2,284,197.44	1,445,249.39	668,243.38	170,704.67
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	25,600.00	0.00	0.00
2110	TEACHING - REGULAR SCHOOL *	24,204,673.29	-157,334.68	24,047,338.61	13,727,703.65	8,575,268.86	1,744,366.10
2138	MUSIC & FINE ARTS *	84,308.00	2,503.24	86,811.24	45,236.04	16,519.03	25,056.17
2250	PROGRAMS FOR HANDICAPPED CHILDREN *	13,833,384.72	305.00	13,833,689.72	7,514,837.14	5,754,464.35	564,388.23
2280	OCCUPATIONAL EDUCATION *	1,417,400.00	0.00	1,417,400.00	680,637.52	730,001.00	6,761.48
2330	COMMUNITY EDUCATION *	793,800.00	0.00	793,800.00	450,745.83	263,699.05	79,355.12
2610	SCHOOL LIBRARY AND AUDIOVISUAL *	657,634.00	-3,746.18	653,887.82	378,244.01	203,304.59	72,339.22
2620	EDUCATIONAL TELEVISION *	900.00	0.00	900.00	521.09	378.91	0.00
2630	COMPUTER ASSISTED INSTRUCTION *	334,649.00	8,768.30	343,417.30	122,928.94	136,630.51	83,857.85
2805	ATTENDANCE - REGULAR SCHOOL *	44,755.00	0.00	44,755.00	31,845.87	9,357.13	3,552.00
2810	GUIDANCE - REGULAR SCHOOL *	1,263,460.00	117,808.45	1,381,268.45	859,956.78	480,622.00	40,689.67

**ROCKY POINT UFSD**

**Appropriation Status Summary Report By Function From 7/1/2019 To 3/31/2020**



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2815	HEALTH SERVICES - REGULAR SCHOOL *	503,090.80	0.00	503,090.80	282,727.00	192,322.11	28,041.69
2820	PSYCHOLOGICAL SERVICES - REGULAR SCHOOL *	246,991.00	0.00	246,991.00	134,834.39	108,616.61	3,540.00
2825	SOCIAL WORK SERVICES - REGULAR SCHOOL *	708,312.81	12,078.19	720,391.00	305,629.06	414,761.94	0.00
2850	CO-CURRICULAR ACTIVITIES - REG. SCHOOL *	396,600.00	664.15	397,264.15	202,412.48	8,966.55	185,885.12
2855	INTERSCHOLASTIC ATHLETICS - REG. SCHOOL *	956,013.00	15,559.02	971,572.02	644,134.94	106,957.79	220,479.29
5510	DISTRICT TRANSPORTATION SERVICES *	89,795.00	-33,456.04	56,338.96	43,320.39	10,400.49	2,618.08
5540	CONTRACT TRANSPORTATION *	5,353,920.00	0.00	5,353,920.00	2,969,098.35	2,357,940.44	26,881.21
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	3,658.18	0.00	2,978,341.82
9030	SOCIAL SECURITY *	3,055,100.00	0.00	3,055,100.00	1,763,437.48	0.00	1,291,662.52
9040	WORKERS' COMPENSATION *	600,000.00	0.00	600,000.00	318,616.07	179,172.94	102,210.99
9045	LIFE INSURANCE * *	48,000.00	0.00	48,000.00	30,272.34	13,386.92	4,340.74
9050	UNEMPLOYMENT INSURANCE *	50,000.00	0.00	50,000.00	12,030.37	37,269.63	700.00
9060	HEALTH INSURANCE *	11,626,332.00	0.00	11,626,332.00	6,595,552.91	2,713,310.88	2,317,468.21
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
<b>Fund ATotals:</b>		<b>86,743,446.40</b>	<b>761,535.08</b>	<b>87,504,981.48</b>	<b>46,545,309.45</b>	<b>26,185,268.44</b>	<b>14,774,403.59</b>
<b>Grand Totals:</b>		<b>86,743,446.40</b>	<b>761,535.08</b>	<b>87,504,981.48</b>	<b>46,545,309.45</b>	<b>26,185,268.44</b>	<b>14,774,403.59</b>

# ROCKY POINT UFSD

## Revenue Status Report From 7/1/2019 To 3/31/2020



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">A 1001</a>	REAL PROPERTY TAX	45,940,256.00	0.00	45,940,256.00	28,684,727.82	17,255,528.18
<a href="#">A 1085</a>	STAR REIMBURSEMENT	6,500,000.00	0.00	6,500,000.00	5,299,981.95	1,200,018.05
<a href="#">A 1315</a>	CONTINUING ED-SUMMER	10,000.00	0.00	10,000.00	19,141.00	-9,141.00
<a href="#">A 1315..A</a>	CONTINUING ED-FALL	5,000.00	0.00	5,000.00	1,510.00	3,490.00
<a href="#">A 1315..B</a>	CONTINUING ED-SPRING	15,000.00	0.00	15,000.00	0.00	15,000.00
<a href="#">A 1316</a>	DRIVER EDUCATION-SUMMER	20,000.00	0.00	20,000.00	25,175.00	-5,175.00
<a href="#">A 1316..A</a>	DRIVERS ED-FALL	25,000.00	0.00	25,000.00	23,600.00	1,400.00
<a href="#">A 1316..B</a>	DRIVERS ED-SPRING	25,000.00	0.00	25,000.00	25,600.00	-600.00
<a href="#">A 1489</a>	OTHER CHARGES-PROM, YEARBOOK	69,000.00	0.00	69,000.00	0.00	69,000.00
<a href="#">A 2230</a>	DAY SCHOOL TUITION FROM OTHER DISTRICTS	0.00	0.00	0.00	25,438.62	-25,438.62
<a href="#">A 2401</a>	INTEREST AND EARNINGS	83,000.00	0.00	83,000.00	85,906.16	-2,906.16
<a href="#">A 2655</a>	MINOR SALES, OTHER	0.00	0.00	0.00	7,935.00	-7,935.00
<a href="#">A 2690</a>	FINES - LOST BOOKS	0.00	0.00	0.00	191.00	-191.00
<a href="#">A 2703</a>	PRIOR YEAR REFUNDS-OTHER (NOT TRANS)	283,000.00	0.00	283,000.00	520,692.85	-237,692.85
<a href="#">A 2705</a>	GIFTS AND DONATIONS	0.00	2,948.89	2,948.89	3,177.78	-228.89
<a href="#">A 2710</a>	PREMIUM ON OBLIGATIONS	0.00	0.00	0.00	20,702.00	-20,702.00
<a href="#">A 2770</a>	OTHER UNCLASSIFIED	0.00	0.00	0.00	106,758.27	-106,758.27
<a href="#">A 2772</a>	E-RATE REVUENE	3,000.00	0.00	3,000.00	0.00	3,000.00
<a href="#">A 2801</a>	INTERFUND REVENUE	0.00	0.00	0.00	23,000.00	-23,000.00
<a href="#">A 3101</a>	GROSS STATE AID - BASIC	16,679,608.00	0.00	16,679,608.00	11,057,413.91	5,622,194.09
<a href="#">A 3101.E</a>	STATE AID EXCESS COST	5,700,000.00	0.00	5,700,000.00	4,072,638.80	1,627,361.20
<a href="#">A 3102</a>	STATE AID LOTTERY	4,500,000.00	0.00	4,500,000.00	4,676,350.91	-176,350.91
<a href="#">A 3103</a>	STATE AID BOCES	1,869,560.00	0.00	1,869,560.00	0.00	1,869,560.00
<a href="#">A 3260</a>	STATE AID TEXTBOOKS	185,000.00	0.00	185,000.00	131,409.00	53,591.00
<a href="#">A 3262</a>	STATE AID COMPUTER SOFTWARE	247,685.00	0.00	247,685.00	90,172.00	157,513.00
<a href="#">A 3263</a>	STATE AID LIBRARY LOAN PROGRAM	25,000.00	0.00	25,000.00	18,675.00	6,325.00
<a href="#">A 4285</a>	MEDICAID MANAGEMENT REIMBURSEMENT	75,000.00	0.00	75,000.00	209,100.25	-134,100.25
<b>A Totals:</b>		<b>82,260,109.00</b>	<b>2,948.89</b>	<b>82,263,057.89</b>	<b>55,129,297.32</b>	<b>27,133,760.57</b>
<b>Grand Totals:</b>		<b>82,260,109.00</b>	<b>2,948.89</b>	<b>82,263,057.89</b>	<b>55,129,297.32</b>	<b>27,133,760.57</b>

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FOR THE MONTHS ENDED MARCH 2020**

**CAFETERIA FUND**

# ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 3/31/2020



Account	Description	Debits	Credits
C 207	CAPITAL ONE CHECKING	173,577.68	0.00
C 208	CHASE ACH REVENUE	142,332.13	0.00
C 380	ACCOUNTS RECEIVABLE	889.20	0.00
C 391	DUE FROM GENERAL FUND	37,853.15	0.00
C 445	SUPPLY INVENTORY	10,546.76	0.00
C 446	GOVT FOOD INVENTORY	18,623.80	0.00
C 447	PURCHASED FOOD INVENTORY	10,953.92	0.00
C 510	ESTIMATED REVENUES	1,113,000.00	0.00
C 521	ENCUMBRANCES	239,636.74	0.00
C 522	EXPENDITURES	709,052.05	0.00
C 630	DUE TO GENERAL FUND	0.00	354,309.57
C 631	DUE TO OTHER GOVT.	157.03	0.00
C 632	DUE TO OTHER FUNDS	32,321.00	0.00
C 691	DEFERRED REVENUE	0.00	49,306.57
C 821	RESERVE FOR ENCUMBRANCES	0.00	239,636.74
C 845	FUND BALANCE RESERVE FOR INVENTORY	0.00	40,124.48
C 909	FUND BALANCE	0.00	73,791.53
C 960	APPROPRIATIONS	0.00	1,113,000.00
C 980	REVENUES	0.00	618,774.57
<b>C Fund Totals:</b>		<b>2,488,943.46</b>	<b>2,488,943.46</b>
<b>Grand Totals:</b>		<b>2,488,943.46</b>	<b>2,488,943.46</b>

**ROCKY POINT UFSD**

**Appropriation Status Summary Report By Function From 7/1/2019 To 3/1/2020**



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2860	*	1,062,900.00	0.00	1,062,900.00	602,175.31	290,658.74	170,065.95
9030	*	50,100.00	0.00	50,100.00	27,565.00	0.00	22,535.00
<b>Fund CTotals:</b>		<b>1,113,000.00</b>	<b>0.00</b>	<b>1,113,000.00</b>	<b>629,740.31</b>	<b>290,658.74</b>	<b>192,600.95</b>
<b>Grand Totals:</b>		<b>1,113,000.00</b>	<b>0.00</b>	<b>1,113,000.00</b>	<b>629,740.31</b>	<b>290,658.74</b>	<b>192,600.95</b>

# ROCKY POINT UFSD

Revenue Status Report From 7/1/2019 To 3/31/2020



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">C 1440</a>	SALE OF TYPE A LUNCHES	279,600.00	0.00	279,600.00	168,417.76	111,182.24
<a href="#">C 1441</a>	ADULT ALA CARTE	5,000.00	0.00	5,000.00	2,948.81	2,051.19
<a href="#">C 1445</a>	OTHER CAFETERIA SALES	319,000.00	0.00	319,000.00	184,902.03	134,097.97
<a href="#">C 2401</a>	INTEREST AND EARNINGS	1,000.00	0.00	1,000.00	1,748.94	-748.94
<a href="#">C 2770</a>	MISCELLANEOUS REVENUES	1,000.00	0.00	1,000.00	411.03	588.97
<a href="#">C 2771</a>	REBATES	0.00	0.00	0.00	20.00	-20.00
<a href="#">C 3190</a>	GOVERNMENT REIMB-STATE	17,000.00	0.00	17,000.00	12,006.00	4,994.00
<a href="#">C 4109</a>	SURPLUS FOOD	65,000.00	0.00	65,000.00	0.00	65,000.00
<a href="#">C 4191</a>	GOVERNMENT REIMB-FEDERAL	425,400.00	0.00	425,400.00	248,320.00	177,080.00
<b>C Totals:</b>		<b>1,113,000.00</b>	<b>0.00</b>	<b>1,113,000.00</b>	<b>618,774.57</b>	<b>494,225.43</b>
<b>Grand Totals:</b>		<b>1,113,000.00</b>	<b>0.00</b>	<b>1,113,000.00</b>	<b>618,774.57</b>	<b>494,225.43</b>

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FOR THE MONTHS ENDED MARCH 2020**

**FEDERAL FUND**

# ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 3/31/2020



Account	Description	Debits	Credits
F 205	CAPITAL ONE CHECKING	71,542.85	0.00
F 410	STATE AND FEDERAL AID REC	43,001.62	0.00
F 510	ESTIMATED REVENUES	1,366,325.34	0.00
F 521	ENCUMBRANCES	302,966.60	0.00
F 522	EXPENDITURES	671,874.70	0.00
F 630	DUE TO GENERAL FUND	0.00	480,014.06
F 632	DUE TO TRUST AND AGENCY	27,997.49	0.00
F 691	DEFERRED REVENUES	0.00	3,277.60
F 821	RESERVE FOR ENCUMBRANCES	0.00	302,966.60
F 960	APPROPRIATIONS	0.00	1,366,325.34
F 980	REVENUES	0.00	331,125.00
<b>F Fund Totals:</b>		<b>2,483,708.60</b>	<b>2,483,708.60</b>
<b>Grand Totals:</b>		<b>2,483,708.60</b>	<b>2,483,708.60</b>

**ROCKY POINT UFSD**

**Appropriation Status Summary Report By Function From 7/1/2019 To 3/1/2020**



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2110	*	584,680.50	18,339.20	603,019.70	126,024.10	98,538.60	378,457.00
2250	*	748,961.64	14,344.00	763,305.64	467,585.67	273,172.93	22,547.04
<b>Fund FTotals:</b>		<b>1,333,642.14</b>	<b>32,683.20</b>	<b>1,366,325.34</b>	<b>593,609.77</b>	<b>371,711.53</b>	<b>401,004.04</b>
<b>Grand Totals:</b>		<b>1,333,642.14</b>	<b>32,683.20</b>	<b>1,366,325.34</b>	<b>593,609.77</b>	<b>371,711.53</b>	<b>401,004.04</b>

# ROCKY POINT UFSD

## Revenue Status Report From 7/1/2019 To 3/31/2020



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">F 3289.DEA.F</a>	Schools for Blind & Deaf Students	16,019.79	-16,019.79	0.00	0.00	0.00
<a href="#">F 3289.SSH.19</a>	REVENUE-SUMMER HCP 2019	0.20	-0.20	0.00	0.00	0.00
<a href="#">F 3289.UPK.19</a>	UPK REVENUE 2019	1,036.00	0.00	1,036.00	0.00	1,036.00
<a href="#">F 3289.UPK.20</a>	UPK REVENUE 2020	197,136.00	0.00	197,136.00	98,568.00	98,568.00
<a href="#">F 4126.TLI.18</a>	REVENUE TITLE I	6,248.63	0.00	6,248.63	0.00	6,248.63
<a href="#">F 4126.TLI.19</a>	REVENUE TITLE I	-256,860.50	259,018.00	2,157.50	0.00	2,157.50
<a href="#">F 4126.TLI.20</a>	REVENUE TITLE I	249,528.00	0.00	249,528.00	49,305.00	200,223.00
<a href="#">F 4256.PRE.20</a>	REVENUE PRE	43,829.00	0.00	43,829.00	8,765.00	35,064.00
<a href="#">F 4256.PTB.19</a>	PTB REVENUE	5,958.64	0.00	5,958.64	0.00	5,958.64
<a href="#">F 4256.PTB.20</a>	PTB REVENUE	699,174.00	14,344.00	713,518.00	139,834.00	573,684.00
<a href="#">F 4289.ELL.19</a>	REVENUE ELL	3,712.50	0.00	3,712.50	0.00	3,712.50
<a href="#">F 4289.ELL.20</a>	REVENUE ELL	17,135.00	0.00	17,135.00	3,427.00	13,708.00
<a href="#">F 4289.IMM.18</a>	REVENUE IMMIGRANT STUDENTS	21,100.47	0.00	21,100.47	0.00	21,100.47
<a href="#">F 4289.IMM.19</a>	REVENUE IMMIGRANT STUDENTS	20,141.60	0.00	20,141.60	14,997.00	5,144.60
<a href="#">F 4289.LEP.18</a>	REVENUE TLEP	4,081.00	0.00	4,081.00	0.00	4,081.00
<a href="#">F 4289.SAE.20</a>	REVENUE SAE 20	19,239.00	0.00	19,239.00	3,847.00	15,392.00
<a href="#">F 4289.TII.19</a>	REVENUE TITLE IIA	-409.00	0.00	-409.00	0.00	-409.00
<a href="#">F 4289.TII.20</a>	REVENUE TITLE IIA	0.00	61,913.00	61,913.00	12,382.00	49,531.00
<a href="#">F 4289.TII.A2.0</a>	REVENUE TITLE IIA	61,913.00	-61,913.00	0.00	0.00	0.00
<a href="#">F 4289.TLI.19</a>	REVENUE TITLE IA	259,018.00	-259,018.00	0.00	0.00	0.00
<a href="#">F 5031</a>	INTERFUND TRANSFERS	-16,019.99	16,019.99	0.00	0.00	0.00
<b>F Totals:</b>		<b>1,351,981.34</b>	<b>14,344.00</b>	<b>1,366,325.34</b>	<b>331,125.00</b>	<b>1,035,200.34</b>
<b>Grand Totals:</b>		<b>1,351,981.34</b>	<b>14,344.00</b>	<b>1,366,325.34</b>	<b>331,125.00</b>	<b>1,035,200.34</b>

# ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 3/31/2020



Account	Description	Debits	Credits
H 205	CAPITAL ONE CHECKING	1,182,990.93	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	294,746.36	0.00
H 522	EXPENDITURES	3,221,621.88	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	294,746.36
H 909	FUND BALANCE	0.00	4,404,612.81
H 960	APPROPRIATIONS	0.00	7,336,942.64
<b>H Fund Totals:</b>		<b>12,676,384.01</b>	<b>12,676,384.01</b>
<b>Grand Totals:</b>		<b>12,676,384.01</b>	<b>12,676,384.01</b>

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FOR THE MONTHS ENDED MARCH 2020**

**CAPITAL FUND**

# ROCKY POINT UFSD

## Appropriation Status Summary Report By Function From 7/1/2019 To 3/1/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1625	*	3,273,149.36	3,917,568.90	7,190,718.26	3,212,398.48	309,279.95	3,669,039.83
9999	*	226,071.84	-79,847.46	146,224.38	0.00	0.00	146,224.38
<b>Fund HTotals:</b>		<b>3,499,221.20</b>	<b>3,837,721.44</b>	<b>7,336,942.64</b>	<b>3,212,398.48</b>	<b>309,279.95</b>	<b>3,815,264.21</b>
<b>Grand Totals:</b>		<b>3,499,221.20</b>	<b>3,837,721.44</b>	<b>7,336,942.64</b>	<b>3,212,398.48</b>	<b>309,279.95</b>	<b>3,815,264.21</b>

# ROCKY POINT UFSD

## Revenue Status Report From 7/1/2019 To 3/31/2020



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

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FOR THE MONTHS ENDED MARCH 2020**

**TRUST AND AGENCY FUND**

# ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 3/31/2020



Account	Description	Debits	Credits
T 200EX	EXTRACLASSROOM	61,495.95	0.00
T 204	CAPITAL ONE TRUST & AGENCY	1,582,323.82	0.00
T 205	CAPITAL ONE NET PAYROLL	1,085,930.41	0.00
T 271	OTHER-TEA. RETIRE.	0.00	21.40
T 281L	FLEX PLAN HEALTH CARE - YR19	0.00	1,080.00
T 29	TAX SHELTER ANNUITY	0.00	220.00
T 290	AFLAC -CPP	0.00	10,416.12
T 291	AFLAC - STD	0.00	4,999.96
T 292	AFLAC - ACC	0.00	3,115.86
T 293	AFLAC - HSP	0.00	1,438.47
T 35	SCHOLARSHIP	0.00	900.00
T 38	EXTRACLASSROOM ACTIVITY	0.00	61,495.95
T 391	DUE FROM OTHER FUNDS	0.00	1,760,024.10
T 61	VISION	0.00	1,400.77
T 63001	DUE TO GENERAL FUND	0.00	797,195.96
T 84	OTHER-NYS EMPL RETIRE LOANS	0.00	4,363.95
T 85	OTHER-NYS EMPL RETIRE	0.00	7,951.92
T 89	OTHER VOTE COPE	0.00	564.00
T 91	LONG TERM DISABILITY	175.86	0.00
T 931	SCHOOL ACTIVITIES-FJC	0.00	1,962.78
T 932	SCHOOL ACTIVITIES-JAE	0.00	576.99
T 933	SCHOOL ACTIVITIES-M/S	0.00	24,880.76
T 9331	HIGH SCHOOL TESTING	0.00	8,954.22
T 9335	NYSSMA	0.00	4,065.00
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	12,606.50
T 9351	MUSIC DEPT. HIGH SCHOOL	0.00	313.65
T 9352	SEAN JOHNS MEMORIAL-CHALLENGE DAY	0.00	925.00
T 936	FJC - KIDS IN NEED (RUTH SPIEGEL)	0.00	100.00
<b>T Fund Totals:</b>		<b>2,729,926.04</b>	<b>2,729,926.04</b>
<b>Grand Totals:</b>		<b>2,729,926.04</b>	<b>2,729,926.04</b>

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FOR THE MONTHS ENDED MARCH 2020**

**SCHOLARSHIP FUND**

# ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 3/31/2020



Account	Description	Debits	Credits
U 200	CASH IN CHECKING	49,533.26	0.00
U 2401	INTEREST	0.00	285.57
U 3912	DUE FROM GENERAL	41.17	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	1,849.43
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
<b>U Fund Totals:</b>		<b>49,574.43</b>	<b>49,574.43</b>
<b>Grand Totals:</b>		<b>49,574.43</b>	<b>49,574.43</b>

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
FOR THE MONTHS ENDED MARCH 2020**

**DEBT SERVICE FUND**

# ROCKY POINT UFSD

Trial Balance Report From 7/1/2019 - 3/31/2020



Account	Description	Debits	Credits
V 200	CASH	136,878.73	0.00
V 3911	DUE FROM GENERAL	1,210.57	0.00
V 510	ESTIMATED REVENUE	3,787,843.75	0.00
V 522	EXPENDITURES	3,425,016.98	0.00
V 599	APPROPRIATED FUND BALANCE	0.00	20,000.00
V 909	FUND BALANCE, UNRESERVED	0.00	139,925.65
V 960	APPROPRIATIONS	0.00	3,767,843.75
V 980	REVENUES	0.00	3,423,180.63
<b>V Fund Totals:</b>		<b>7,350,950.03</b>	<b>7,350,950.03</b>
<b>Grand Totals:</b>		<b>7,350,950.03</b>	<b>7,350,950.03</b>

# ROCKY POINT UFSD

## Appropriation Status Summary Report By Function From 7/1/2019 To 3/1/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1380	*	0.00	0.00	0.00	57,556.83	0.00	-57,556.83
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
9991	*	0.00	0.00	0.00	3,040,538.27	0.00	-3,040,538.27
Fund VTotals:		3,767,843.75	0.00	3,767,843.75	3,425,016.98	0.00	342,826.77
Grand Totals:		3,767,843.75	0.00	3,767,843.75	3,425,016.98	0.00	342,826.77

# ROCKY POINT UFSD

Revenue Status Report From 7/1/2019 To 3/31/2020



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">V 2401</a>	INTEREST EARNINGS	20,000.00	0.00	20,000.00	21,163.65	-1,163.65
<a href="#">V 2710</a>	PREMIUM ON OBLIGATIONS	0.00	0.00	0.00	278,095.10	-278,095.10
<a href="#">V 5031</a>	INTERFUND TRANSFERS	3,767,843.75	0.00	3,767,843.75	303,921.88	3,463,921.87
<a href="#">V 5791</a>	PROCEEDS OF ADVANCED REFUNDING BONDS	0.00	0.00	0.00	2,820,000.00	-2,820,000.00
<b>V Totals:</b>		<b>3,787,843.75</b>	<b>0.00</b>	<b>3,787,843.75</b>	<b>3,423,180.63</b>	<b>364,663.12</b>
<b>Grand Totals:</b>		<b>3,787,843.75</b>	<b>0.00</b>	<b>3,787,843.75</b>	<b>3,423,180.63</b>	<b>364,663.12</b>



John F. Dennehy, Jr.  
Certified Public Accountant, P.C.

April 4, 2020

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

*Re: Internal Claims Audit Report for the period  
March 1, 2020 through March 31, 2020*

Board of Education:

I have completed my internal claims auditing services for the Rocky Point School District covering the period March 1, 2020 through March 31, 2020. The services I performed, as outlined within my proposal, include reviewing all claims against the District. The purpose of this report is to update the Board of Education on work performed to date, my findings, and recommendations.

For ease of reference I have categorized the remainder of this report as follow:

#### Internal Claims Audit Services

#### Exhibits

#### INTERNAL CLAIMS AUDIT SERVICES

The internal claims audit services performed on each claim against the District consisted of:

1. Verification of the accuracy of invoices and claim forms
2. Ensuring proper approval of all purchases; checking that purchases constitute legal expenses of the school district
3. Determining that purchase orders have been issued in accordance with Board of Education policy, and applicable state laws

Board of Education  
Rocky Point School District  
April 4, 2020

Page 2

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

4. Comparison of invoices or claims with previously approved contracts
5. Reviewing price extensions, claiming of applicable discounts, inclusion of shipping and freight charges
6. Approving all charges that are presented for payment which are supported with documentary evidence indicating compliance with all pertinent laws, policies and regulations

Over the time period of March 1, 2020 through March 31, 2020 I have audited 257 claims against the District in the amount of **\$4,211,093.73**. (See attached Exhibit I) I made inquiries and/ or observations into 25 claims in the amount of **\$67,819.19**. I have summarized the inquiries and/or observations as well as the resolutions within Exhibit II. It should be noted that currently, there are 0 outstanding inquiries in regards to the audit of the claims made against the District for the period of March 1, 2020 through March 31, 2020. I have summarized all voided checks and notable exceptions in Exhibit III.

\*\*\*\*\*0\*\*\*\*\*

I trust that the foregoing comments are clear. If you have any questions or you would like to discuss this matter further, please contact me at 631-928-5406.

Very truly yours,

John F. Dennehy, Jr.  
Certified Public Accountant

Internal Claims Audit By Fund

Rocky Point School District

Exhibit I

Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
3/4/2020	3/4/2020	54	A	78	251,338.85	11	37,656.39	11	-	113485-113562
3/11/2020	3/11/2020	56	A	43	99,808.70	5	2,474.04	5	-	113563-113604
3/17/2020	3/17/2020	57	A	42	142,770.85	7	22,191.68	7	-	113605-113646
3/26/2020	3/25/2020	N/A	A	1	450,069.31	-	-	-	-	EFT
3/4/2020	3/4/2020	17	C	14	13,160.72	-	-	-	-	11811-11824
3/11/2020	3/11/2020	18	C	10	12,555.72	-	-	-	-	11825-11834
3/17/2020	3/17/2020	19	C	2	590.88	-	-	-	-	11835-11836
3/11/2020	3/11/2020	16	F	2	19,610.00	1	4,717.95	1	-	4548-4549
3/17/2020	3/17/2020	17	F	1	4,717.95	-	-	-	-	4550
3/11/2020	3/11/2020	20	H	1	8,444.27	-	-	-	-	1099
3/17/2020	3/17/2020	21	H	1	779.13	1	779.13	1	-	1100
3/11/2020	3/11/2020	44	T	26	1,551,686.46	-	-	-	-	12230-12236, 5115323-5115341
3/4/2020	3/4/2020	45	T	1	236.34	-	-	-	-	12229
3/11/2020	3/11/2020	46	T	3	4,188.75	-	-	-	-	12237-12238
3/17/2020	3/17/2020	47	T	27	1,645,581.42	-	-	-	-	12240-12247, 5115342-5115360
3/17/2020	3/17/2020	48	T	1	4,188.75	-	-	-	-	12239
3/4/2020	3/4/2020	19	X	1	600.00	-	-	-	-	11318
3/11/2020	3/11/2020	20	X	3	765.63	-	-	-	-	11319-11321
<b>TOTAL</b>				<b>257</b>	<b>\$ 4,211,093.73</b>	<b>25</b>	<b>\$ 67,819.19</b>	<b>25</b>	<b>-</b>	

Legend:	
A - General	P (A) - Chase General
C - Cafeteria	T - Trust & Agency
F - Federal	HB - Bond 2003
H - Capital	CM- Misc Spec Revenue
HCP - Capital Projects	TE-Expendable Trust

\*Due to current work conditions, payment to vendor was made by EFT and recorded as a Journal Entry. Therefore there is no check number or warrant number.

**John F. Dennehy, Jr.**  
**Certified Public Accountant, PC**

**Rocky Point School District**  
**Claims Audit - Analysis by Number of Inquiries & Dollar Value**  
**Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims**  
**Exhibit II**

**2019 / 2020 YTD**

**Analysis by Number of Inquiries**

Reason For Inquiry	Resolution	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	- 0.00%	- 0.00%	1 0.39%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Difference<\$1; Immaterial, claim paid	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Will pay balance with next invoice	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Void & reissue	1 0.27%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check issued prior to service	Void & reissue at time of service	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Credit not taken	Recurring vendor; credit memo pulled from packet to apply to next invoice	1 0.27%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Current year expense paid prior year P.O.	P.O. Funds carried over	5 1.37%	2 0.87%	1 0.59%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Incorrect vendor name	Void & reissue	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Hold for missing information	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Backup Provided	1 0.27%	2 0.87%	1 0.39%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Void check	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice date precedes PO date	Noted by Business Office	14 3.84%	7 3.03%	8 3.11%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice over 90 days outstanding/undated	Verified no duplicate payment	9 2.47%	5 2.16%	5 1.95%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoices not listed separately on check	Void and reissue with all invoices itemized separately	1 0.27%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice previously stamped by claims auditor	Confirmed original check void	4 1.10%	- 0.00%	1 0.39%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing administrator approval endorsement	Received proper authorization	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing receiving signature on invoice or PO	Verified receipt of goods/services	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
No Purchase Order encumbered	Void & reissue after P.O. encumbered	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Not an original invoice	Copy, fax or statement accepted	2 0.53%	5 2.16%	5 1.95%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Paid sales tax	Void and reissue	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
PO insufficient funds	PO funds increased post invoice/paid direct from budget code	3 0.82%	4 1.73%	2 0.78%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Prior year invoice paid current year funds	Noted by Business Office	1 0.27%	3 1.30%	1 0.39%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Pre-dated Invoice	Hold until service date	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Separation of Duties	Same individual signed P.O. and authorized payment; additional admin approval provided	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
Xtra Class club purchased gift cards for needy family	Utilizing recipient verification procedure through school social worker	- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!
<b>Total Number (#) of Inquiries</b>		<b>42 11.51%</b>	<b>28 12.12%</b>	<b>25 9.79%</b>	<b>- #DIV/0!</b>	<b>- #DIV/0!</b>	<b>- #DIV/0!</b>
<b>Total Claims Audited</b>		<b>365 100.00%</b>	<b>231 100.00%</b>	<b>257 100.00%</b>	<b>- #DIV/0!</b>	<b>- #DIV/0!</b>	<b>- #DIV/0!</b>
<b>Total Outstanding Inquiries</b>		<b>0 0.00%</b>	<b>0 0.00%</b>	<b>0 0.00%</b>	<b>0 #DIV/0!</b>	<b>0 #DIV/0!</b>	<b>0 #DIV/0!</b>

**Rocky Point School District**  
**Claims Audit - Analysis by Number of Inquiries & Dollar Value**  
**Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims**  
**Exhibit II**

2019 / 2020 YTD

Analysis by Dollar Value

Reason For Inquiry	Resolution	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	- 0.00%	- 0.00%	1,055.09 0.03%	-	-	-
Check amount not equal to invoices	Difference<\$1; Immaterial, claim paid	- 0.00%	- 0.00%	- 0.00%	-	-	-
Check amount not equal to invoices	Will pay balance with next invoice	- 0.00%	- 0.00%	- 0.00%	-	-	-
Check amount not equal to invoices	Void & reissue	5,350.46 0.08%	- 0.00%	- 0.00%	-	-	-
Check issued prior to service	Void & reissue at time of service	- 0.00%	- 0.00%	- 0.00%	-	-	-
Credit not taken	Recurring vendor; credit memo pulled from packet to apply to next invoice	37.33 0.00%	- 0.00%	- 0.00%	-	-	-
Current year expense paid prior year P.O.	P.O. Funds carried over	66,885.62 0.76%	5,334.57 0.11%	9,577.00 0.23%	-	-	-
Incorrect vendor name	Void & reissue	- 0.00%	- 0.00%	- 0.00%	-	-	-
Insufficient supporting backup	Hold for missing information	- 0.00%	- 0.00%	- 0.00%	-	-	-
Insufficient supporting backup	Backup Provided	950.53 0.01%	1,940.31 0.04%	262.50 0.01%	-	-	-
Insufficient supporting backup	Void check	- 0.00%	- 0.00%	- 0.00%	-	-	-
Invoice date precedes PO date	Noted by Business Office	87,815.52 1.02%	23,891.87 0.51%	27,352.13 0.65%	-	-	-
Invoice over 90 days outstanding/undated	Verified no duplicate payment	35,337.12 0.41%	78,510.17 1.69%	1,907.80 0.05%	-	-	-
Invoices not listed separately on check	Void and reissue with all invoices itemized separately	1,030.70 0.01%	- 0.00%	- 0.00%	-	-	-
Invoice previously stamped by claims auditor	Confirmed original check void	125,894.45 1.46%	- 0.00%	710.69 0.02%	-	-	-
Missing administrator approval endorsement	Received proper authorization	- 0.00%	- 0.00%	- 0.00%	-	-	-
Missing receiving signature on invoice or PO	Verified receipt of goods/services	- 0.00%	- 0.00%	- 0.00%	-	-	-
No Purchase Order encumbered	Void & reissue after P.O. encumbered	- 0.00%	- 0.00%	- 0.00%	-	-	-
Not an original invoice	Copy, fax or statement accepted	16,945.74 0.19%	3,548.94 0.08%	6,255.28 0.15%	-	-	-
Paid sales tax	Void and reissue	- 0.00%	- 0.00%	- 0.00%	-	-	-
PO insufficient funds	PO funds increased post invoice/paid direct from budget code	4,018.72 0.05%	40,195.93 0.87%	3,800.00 0.09%	-	-	-
Prior year invoice paid current year funds	Noted by Business Office	17,900.00 0.21%	14,475.96 0.31%	16,898.70 0.40%	-	-	-
Pre-dated invoice	Hold until service date	- 0.00%	- 0.00%	- 0.00%	-	-	-
Separation of Duties	Same individual signed P.O. and authorized payment; additional admin approval provided	- 0.00%	- 0.00%	- 0.00%	-	-	-
Extra Class club purchased gift cards for needy family	Utilizing recipient verification procedure through school social worker	- 0.00%	- 0.00%	- 0.00%	-	-	-
<b>Total Value (\$) of Inquiries</b>		<b>360,966.19 4.20%</b>	<b>167,897.25 3.62%</b>	<b>67,819.19 1.61%</b>	-	-	-
<b>Total Claims Audited</b>		<b>8,594,771.70 100.00%</b>	<b>4,644,098.75 100.00%</b>	<b>4,211,093.73 100.00%</b>	-	-	-
<b>Total Outstanding Inquiries</b>		- 0.00%	- 0.00%	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!

Rocky Point School District  
Internal Claim Audit  
Notable Exceptions  
Exhibit IV

Voided Checks - March 2020

Fund	Ck #	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
None		-					
<b>Total</b>	<b>1 Void</b>	-					

Other Notable Exceptions - March 2020

Fund	Ck #	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
None		-					
<b>Total</b>	<b>0 Inquiries</b>	-					

**Rocky Point School District  
Internal Claims Audit  
Payroll Audit  
Exhibit IV**

**Audited Payroll Checks - March 2020**

<b>Fund</b>	<b>Ck #</b>	<b>Amount \$</b>	<b>Employee</b>	<b>Payroll Date</b>	<b>Exceptions</b>
PR	99546	1,394.46	Jean E Monastero-Proveromo	3/6/2020	None
PR	285104	2,675.34	Elizabeth Filippi	3/6/2020	None
PR	285112	3,058.22	Jaime Giorlando	3/6/2020	None
PR	285230	2,527.77	David J Ventura	3/6/2020	None
PR	285295	238.12	Kelly A Sicoli	3/6/2020	None
<p style="text-align: center;">**No Payroll Audit for 3/20/2020 Payroll. Relevant employee documents/contracts are unavailable as Claims Auditing Services are currently being performed remotely due to the Coronavirus Pandemic.</p>					
		<b>9,893.91</b>			

\*Please note all checks have been selected at random using a random number generator.

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

*John F. Dennehy, Jr.*  
Certified Public Accountant, PC

**INTERDISTRICT COUNCIL OF SUPERINTENDENTS**

9 ADELAIDE AVE  
EAST MORICHES, NY 11940

1189

50-791/214

DATE February 24, 2020

PAY  
TO THE  
ORDER OF

Rocky Point Union Free School District

\$ 500.<sup>00</sup>

Five Hundred Dollars and <sup>00</sup>/<sub>100</sub>

DOLLARS



**Capital One Bank**

Capital One, N.A.

FOR \_\_\_\_\_

*[Signature]* MP

# RIVERHEAD CENTRAL SCHOOL DISTRICT

700 Osborn Avenue  
Riverhead, NY 11901-2996  
FAX (631) 369-6816 · [www.riverhead.net](http://www.riverhead.net)

Dr. Aurelia L. Henriquez  
Superintendent of Schools  
(631) 369-6717

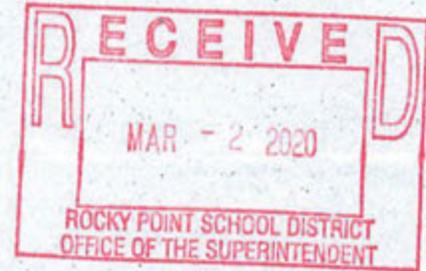


Sam M. Schneider  
Deputy Superintendent  
(631) 369-6708

Christine Tona  
Assistant Superintendent for Curriculum & Instruction  
(631) 369-6714

February 24, 2020

Dr. Scott O'Brien  
Rocky Point Union Free School District  
90 Rock Point-Yaphank Road  
Rocky Point, NY 11778



Re: 2019-20 Recognition of Brookhaven Cluster Superintendents

Dear Dr. O'Brien:

In appreciation of your commitment to public education, as well as your participation in supporting the initiatives of the Brookhaven Cluster of Suffolk County Superintendents Association, please accept this donation of \$500 to support students at Rocky Point Union Free School District.

This donation may be used, at your discretion, to recognize a graduating senior, assist any student with the fees associated with upcoming events, to purchase materials for a District or Building program, or any worthwhile project within the Rocky Point Union Free School District.

Thank you again for your hard work and the support that benefits all Cluster Members and Districts.

With kind regards,

A handwritten signature in blue ink, appearing to read 'A. Henriquez'.

Dr. Aurelia L. Henriquez  
Brookhaven Cluster Treasurer



Phone: (631) 331-8888  
Fax: (631) 331-8834



12 Roosevelt Avenue  
Port Jefferson Station, New York 11776

[www.munistat.com](http://www.munistat.com)

March 4, 2020

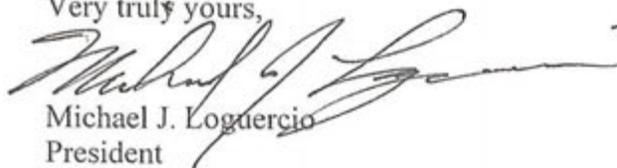
Christopher A. Van Cott  
Assistant Superintendent for Business  
Rocky Point Union Free School District  
170 Route 25A  
Rocky Point, New York 11778

Dear Christopher:

Enclosed please find our check in the amount of \$250 to be deposited in the General Scholarship Fund of the School District. We ask that this contribution be granted in the name of Munistat Services, Inc. to a deserving student of the current graduating class who is pursuing a course of study at a college or university, such student to be selected by the appropriate administrators and/or board members of the School District.

It has been a pleasure and an honor to have established and maintained a professional relationship with the School District and we look forward to continuing our work together in the years to come.

Very truly yours,



Michael J. Loguercio  
President

Enclosure

cc: Dr. Scott T. O'Brien

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

BANK OF AMERICA, NA  
1-32/210

9259

**MUNISTAT SERVICES INC**  
12 Roosevelt Avenue  
Port Jefferson Station, NY 11776

3/4/2020

PAY TO THE ORDER OF Rocky Point UFSD Scholarship Fund

\$ \*\*250.00

Two Hundred Fifty and 00/100\*\*\*\*\* DOLLARS

PROTECTED AGAINST FRAUD



*[Handwritten Signature]*

MEMO Class of 2020

MUNISTAT SERVICES INC  
Rocky Point UFSD Scholarship Fund  
Advertisement

3/4/2020

9259

250.00

Munsvcs Chkng

Class of 2020

250.00



PHONE: 212-820-9300  
FAX: 212-820-9668

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250 GREENWICH STREET  
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ANN ARBOR

(212) 820-9406

March 23, 2020

Rocky Point Union Free School District, New York  
**Tax Anticipation Note Resolution for 2020-2021**  
(Our File Designation: 5924/29475)

Christopher A. Van Cott  
Assisitant Superintendent for Business  
Rocky Point Union Free School District  
170 Route 25A  
Rocky Point, New York 11778

Dear Chris:

via e-mail: [chrisvancott@rpufsd.org](mailto:chrisvancott@rpufsd.org)

Following receipt last week of your Tax Anticipation Note Resolution Request Form, I have prepared and now forward to you, by e-mail only, a copy of an Extract of Minutes of the meeting of the Board of Education to be held on **April 21, 2020**, which minutes include the resolution authorizing the issuance of **not to exceed \$10,000,000** Tax Anticipation Notes for the **2020-2021** fiscal year. The resolution requires a majority vote of the full voting strength of the Board of Education.

Also enclosed you will find an Incumbency Certificate pertaining to the Officers of the District and Members of the Board of Education who will be serving in the **2020-2021** fiscal year, to be completed by the District Clerk after the Reorganization Meeting in July.

Kindly obtain and forward to me a certified copy of the completed Extract of Minutes for inclusion in our record of proceedings **as soon as possible**, following the April 21 meeting of the Board, as well as a completed Incumbency Certificate **when available** following your Reorganization Meeting in July.

With best wishes, I am

Very truly yours,

Martin A. Geiger

MAG: s  
Enclosures

**TAX ANTICIPATION NOTE RESOLUTION OF ROCKY POINT UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED APRIL 21, 2020, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$10,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2021**

RESOLVED BY THE BOARD OF EDUCATION OF ROCKY POINT UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called "Notes") of Rocky Point Union Free School District, in the County of Suffolk, New York (herein called "District"), in the principal amount of not to exceed \$10,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2020 and ending June 30, 2021, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of

Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

\*\*\*

The adoption of the foregoing resolution was seconded by Board Member \_\_\_\_\_ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*

*Hawkins*  
DELAFIELD & WOOD LLP

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

7 WORLD TRADE CENTER  
250 GREENWICH STREET  
NEW YORK, NY 10007  
WWW.HAWKINS.COM

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SACRAMENTO  
SAN FRANCISCO  
PORTLAND  
ANN ARBOR

March 24, 2020

Rocky Point Union Free School District, New York  
(Our File Designation: 5924/29475)

Christopher A. Van Cott  
Assisitant Superintendent for Business  
Rocky Point Union Free School District  
170 Route 25A  
Rocky Point, New York 11778

Dear Chris:

via e-mail: [chrsvancott@rpufsd.org](mailto:chrsvancott@rpufsd.org)

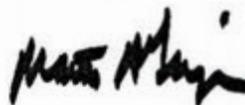
As requested, we have prepared and now send along, by email only, a resolution (to be adopted at a future meeting of the Board of Education) delegating to the President of the Board of Education the power to authorize the issuance of **tax anticipation notes** and **revenue anticipation notes**. The resolution requires adoption by a simple majority of the full voting strength of the Board of Education.

**The resolution authorizes the District to proceed expeditiously, if need be, to finance cash flow imbalances arising from a delay in receipt of property tax and/or state aid revenues.**

Please do not hesitate to email or call Bill Jackson or me if you have any questions regarding the enclosed.

With best wishes, I am

Very truly yours,



Martin A. Geiger

MAG: s  
Enclosure

Board Member \_\_\_\_\_ offered the following

resolution and moved its adoption:

**RESOLUTION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT, NEW YORK, DELEGATING TO THE PRESIDENT OF THE BOARD OF EDUCATION THE POWER TO AUTHORIZE THE ISSUANCE OF TAX ANTICIPATION NOTES AND REVENUE ANTICIPATION NOTES.**

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

Section 1. In order to facilitate the issuance from time to time of tax anticipation notes and revenue anticipation notes to meet periodic cash-flow needs pursuant to Sections 24.00 and 25.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law"), the Board of Education of the Rocky Point Union Free School District (the "District"), in the County of Suffolk, New York, hereby delegates its power to authorize the issuance of tax anticipation notes and revenue anticipation notes (herein referred to collectively as the "Notes") to the President of the Board of Education, the chief fiscal officer of the District, pursuant to Section 30.00 of the Law.

Section 2. All Notes so authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 3. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00 and 60.00 of the Law, the powers to sell and issue such Notes, including the renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, are hereby further delegated to the President of the Board of Education.

Section 4. All of such Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 5. The powers hereby delegated shall be exercised by the President of the Board of Education until such time as the Board of Education, by resolution, shall elect to reassume the same.

Section 6. This resolution shall take effect immediately.

\* \* \*

The adoption of the foregoing resolution was seconded by \_\_\_\_\_ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.



February 27, 2020

Mr. Christopher Van Cott  
School Business Official  
Rocky Point Union Free School District  
90 Rocky Point-Yaphank Road  
Rocky Point NY 11778

RE: Affordable Care Act Administration 2020-2021 School Year

Dear Mr. Christopher Van Cott,

Thank you for the opportunity to serve Rocky Point Union Free School District in providing Affordable Care Act Administration and Consulting through June 30<sup>th</sup> 2020.

The upcoming 2020-2021 school year will include all of the same IRS reporting requirements as the 2020-2021 school year. The District is responsible to provide every "Full-time" employee, and every "Part-Time" employee who is enrolled self-funded health plan an IRS form 1095 by January 31<sup>st</sup> 2021 for calendar year 2020. In addition, the District will also be required to provide the IRS with IRS form 1094C and copies of all 1095C forms electronically through the IRS Affordable Care Act Information Returns (AIR) Program.

Seneca Consulting Group would be happy to continue to provide ACA tracking and administration for Rocky Point Union Free School District. If needed, we would also prepare all 1094 & 1095 IRS forms, and file them electronically through the AIR Program on behalf of Rocky Point Union Free School District. Our fees for the 2020-2021 school year is attached, and have remained unchanged. If you wish to continue, please sign the attached agreement, and return one copy to my attention. If you require any changes to the agreement, please let me know and we would be happy to provide a word version of the agreement for redline

Sincerely,

A handwritten signature in black ink, appearing to read 'Daniel C. Opinante', written in a cursive style.

Daniel C. Opinante  
President  
(631) 240-4477

960 Wheeler Road #5367  
Hauppauge, NY 11788

## Executive Summary:

District	Rocky Point Union Free School District
Contract Term	2020-2021 Fiscal Year 7/1/2020-6/30/2021
Contract Type	EASTERN SUFFOLK BOCES FULL RESPONSIBILITY 500- 1000 EMPLOYEES
Payroll System	nVision
§6056 Reporting (Employer Mandate)	\$10,500.00
§6055 Reporting (Self-Funding Reporting)	INCLUDED
Total Fee 7/1/2020-6/30/2021	\$10,500.00
1095 Form Printing and Mailing fee (Optional)	\$1.30 Per Form
Health Plan	NYSHIP
Full-Time / Part-Time Determination	Measurement Period Safe Harbor

### Measurement Period Safe Harbor Assumptions

**WHEREAS**, Section 4980H-3 of the final regulations (26 C.F.R. § 4980H-3) defines the following employee definitions:

**Ongoing Employee:** An "ongoing employee" is generally an employee who has been employed by the district for at least one complete standard measurement period. As stated in Notice 2011-36

**New Employee:** A "New Employee" is generally an employee who has NOT been employed by the district for at least one complete standard measurement period

**Variable Hour Employee:** A "variable hour employee" if, based on the facts and circumstances at the start date, it cannot be determined that the employee is reasonably expected to work on average at least 30 hours per week. A new employee who is expected to work initially at least 30 hours per week may be a variable hour employee if, based on the facts and circumstances at the start date, the period of employment at more than 30 hours per week is reasonably expected to be of limited duration and it cannot be determined that the employee is reasonably expected to work on average at least 30 hours per week over the initial measurement period

Employee Type	Measurement Period	Administrative Period	Stability Period
All new, variable-hour employees	<i>Initial Measurement Period:</i> Twelve (12) calendar months, which shall begin on the first day of the first month following the employee's start date.	One (1) month period beginning immediately at the end of the initial measurement period and which shall continue through the end of the first full calendar month beginning on or after the end of the initial measurement period.	Twelve (12) calendar months, to begin immediately after the administrative period
All ongoing employees	Standard Measurement Period: Twelve (12) Months, measured from November 1 through October 31	Two (2) months period from November 1 through December 31	Twelve (12) calendar months beginning immediately after the administrative period on January 1 and continuing until December 31

## **Data Requirements: nVision / Finance Manager**

### **AFTER CHECKS PRINTED – PAYROLL EARNINGS REGISTER**

- CODE
- DESCRIPTION
- EMPLOYEE NUMBER
- RATE UNITS
- CHECK DATE
- AMOUNT
- LIMIT
- FTD AMOUNT
- YTD AMOUNT
- REMAINING
- RET SYS

### **COMPLETE EMPLOYEE PERSONNEL FILE REPORT (ALL EMPLOYEES, ACTIVE, IN-ACTIVE, TERMINATED, RETIRES, ECT)**

- EMPLOYEE NUMBER
- SOCIAL SECURITY NUMBER
- LAST NAME
- FIRST NAME
- ORIGINAL HIRE DATE
- REHIRE DATE
- TERMINATION DATE
- ADDRESS
- CITY
- STATE
- ZIP
- EMPLOYEE GROUP (NVISION)
- PRIMARY EMPLOYEE POSITION (NVISION)
- PRIMARY EMPLOYEE TYPE (FINANCE MANAGER)

### **CONTRACT AND RATE REPORT (FISCAL YEAR)**

- EMPLOYEE NUMBER
- EMPLOYEE NAME
- EMPLOYEE TYPE
- LEVEL
- STEP
- METHOD
- CHECKS
- BASE CONTRACT
- FTE%
- FTE AMOUNT
- ENTITLE
- PER-PAY
- DAILY
- HOURLY
- START DATE
- END DATE

## AFFORDABLE CARE ACT ADMINISTRATION AGREEMENT

AGREEMENT (the "Agreement") made as of this \_\_\_ day of \_\_\_\_\_, 2020 by Seneca Consulting Group, Inc., a New York corporation having an office located at 960 Wheeler Road #5367 Hauppauge NY 11788 (hereinafter referred to as "ADMINISTRATOR") and Rocky Point Union Free School District, having its administrative offices at 90 Rocky Point-Yaphank Road Rocky Point NY 11778, (hereinafter referred to as "DISTRICT").

WHEREAS, ADMINISTRATOR, an employee benefits Administrator, provides professional fee based benefits consulting and administrative services and;

WHEREAS, DISTRICT desires to retain ADMINISTRATOR to provide consulting and Affordable Care Act administration and ADMINISTRATOR is capable and willing to provide the services to DISTRICT.

NOW, THEREFORE, in consideration of the mutual covenants and undertakings herein agreed, and for other good and valuable consideration, the parties agree as follows:

(1) Appointment as ADMINISTRATOR. DISTRICT hereby engages and appoints ADMINISTRATOR to provide employee benefit consulting services and to act as DISTRICT's authorized agent (an authorized agent is a person or firm that, with the payor's authorization, transmits specific information and/or Affordable Care Act ("ACA") return documents to the Internal Revenue Service ("IRS") on behalf of the payor and may match name/TIN combinations). ADMINISTRATOR agrees to provide DISTRICT with the services set forth in Exhibit A.

(2) ADMINISTRATOR'S Duties. ADMINISTRATOR agrees:

- I. It will use its best efforts to support the objectives of DISTRICT on behalf of DISTRICT;
- II. It has no authorization whatsoever from DISTRICT to alter, modify or change any of the terms, rates and/or conditions contained in any of DISTRICT's documents, proposals or contracts, nor does it have authorization to change, alter or discharge participation in DISTRICT's benefit programs, and/or to incur any indebtedness on behalf of DISTRICT; and,
- III. It will not circumvent, or attempt to circumvent, DISTRICT in DISTRICT's relationship with, other third party administrators, underwriters, vendors, insurance carriers and like organizations, regardless of whether or not DISTRICT has a written contract with such third party administrators, underwriters, vendors, insurance carriers or like organizations.
- IV. Will provide comprehensive tracking of employee hours of service to determine "Full-Time" "Part-Time" status based on the DISTRICT's adoption of the IRS Safe Harbors per IRS Notices 2012-58, 2012-17, 2011-36, 2011-73. "Measurement Period Report"
- V. Will provide to DISTRICT Measurement Period Reports at least twice per fiscal year, not to exceed four (4) times per fiscal year.
- VI. Will provide DRAFT IRS Form 1095C and 1095B for individuals required to receive one based on §6056 and §6055, and per the District adoption of the IRS Safe Harbors per IRS Notices 2012-58, 2012-17, 2011-36, 2011-73. "Measurement Period Report"
- VII. ADMINISTRATOR will produce a least one (1) but not to exceed four (4) Revisions to DRAFT IRS Form 1095C and 1095B
- VIII. Once District has provided written approval for the DRAFT IRS Form 1095C and 1095B, ADMINISTRATOR will provide final forms for the DISTRICT to produce, or if DISTRICT prefers that the ADMINISTRATOR distribute the final approved forms, the associated fees will be based on paragraph 4 of this agreement
- IX. ADMINISTRATOR will prepare Draft IRS Forms 1094C and 1094B
- X. Once District has provided written approval for the IRS Forms 1094C and 1094B, ADMINISTRATOR will efile forms IRS Forms 1094C, 1094B all forms 1095C and 1095B through the IRS Affordable Care Act Information Returns Program (AIR) using ADMINISTRATOR's AIR Transmitter Control Code (TCC)

(3) DISTRICT's Duties. DISTRICT agrees:

- I. To provide to ADMINISTRATOR current data, reports, work history, contribution rates, plan documents related charges and the terms and conditions of DISTRICT's agreements with group health plans offered to its employees and providers of benefit services as requested and needed by ADMINISTRATOR to

- perform its services, and to respond in a timely manner to requests for information submitted by the ADMINISTRATOR;
- II. It will not circumvent, or attempt to circumvent, ADMINISTRATOR in ADMINISTRATOR's relationship with ADMINISTRATOR's own clients, other third party administrators, underwriters, vendors, insurance carriers and like organizations, regardless of whether or not ADMINISTRATOR has a written contract with such third party administrators, underwriters, vendors or insurance carriers.
  - III. To provide and maintain an accurate list of individuals who are eligible to receive Form 1095C or 1095C (Employee List) to include the following fields:
    - a. Employee Number
    - b. Social Security Number
    - c. Last Name
    - d. First Name
    - e. Original Date of Hire
    - f. Termination or Retirement Date
    - g. Rehire Date
    - h. Current Address (Street, City, State & Zip Code)
    - i. Employee Group (As listed in payroll system)
    - j. Employee Primary Position (As listed in payroll system)
  - IV. Provide and maintain an accurate report of employee contribution requirements towards single coverage as required under §6056
  - V. Provide and maintain an accurate report of employee groups and positions offered Minimum Essential Health Care coverage as required under §6056
  - VI. Provide and maintain an accurate report of employee groups and positions that are considered "Variable Hour" employees as defined in IRS Safe Harbors per IRS Notices 2012-58, 2012-17, 2011-36, 2011-73
  - VII. Provide and maintain an accurate report of employee groups and positions that are considered "Non-Variable Hour" employees as defined in IRS Safe Harbors per IRS Notices 2012-58, 2012-17, 2011-36, 2011-73
  - VIII. Provide and maintain an accurate report of all individuals covered under its self-insured health plan (NYSHIP ACA Enrollment Infor Report) to include the following fields:
    - a. Social Security Number as required under §6055
    - b. Last Name
    - c. First Name
    - d. Month of Coverage as required under §6055
    - e. Current Address (Street, City, State & Zip Code)
    - f. Employee Group (Retiree, Active, Other)
    - g. Medicare Primary Indicator
  - IX. Errors; Review of Data. All Services provided hereunder will be based upon information provided to ADMINISTRATOR by DISTRICT. DISTRICT will promptly review all documents and reports produced by ADMINISTRATOR and provided or made available to DISTRICT by ADMINISTRATOR and DISTRICT will promptly notify ADMINISTRATOR of any error or omission or discrepancy with DISTRICT's records and will provide corrected data DISTRICT agrees and acknowledges that it must review and approve the District Measurement Period Report, prior to ADMINISTRATOR producing any Draft or Final IRS Forms
  - X. DISTRICT agrees and acknowledges that it has the responsibility to train its employees and staff regarding and Board Resolutions pertaining to the Affordable Care Act, including Board Resolutions adopting IRS Safe Harbors per IRS Notices 2012-58, 2012-17, 2011-36, 2011-73.
  - XI. DISTRICT agrees and acknowledges that it has the responsibility to train its employees and staff regarding the IRS reporting requirement under sections §4980, §6055 & §6056
  - XII. DISTRICT agrees and acknowledges that it has the responsibility provide ADMINISTRATOR accurate and correct information, and DISTRICT is responsible to correct any incorrect data that it provided to ADMINISTRATOR
  - XIII. Records. ADMINISTRATOR does not serve as DISTRICT's record keeper and DISTRICT will be responsible for retaining copies of all documentation received from or provided to ADMINISTRATOR in connection with this Agreement to the extent required by DISTRICT or applicable law.
- (4) Payments to ADMINISTRATOR. DISTRICT will pay ADMINISTRATOR \$10,500.00. The first payment of \$3,500.00 is due upon full execution of this Agreement. The second payment of \$3,500.00 is due after

ADMINISTRATOR's completion of the initial draft of 1095 forms. The final payment of \$3,500.00 is due after the submissions of the 1095 forms to the IRS.

- a. Printing and Mailing of IRS forms will be billed at \$1.30 per form plus any First Class Postage increase that may occur prior to mailing of the IRS Forms. ADMINISTRATOR must submit a final invoice (in a form and substance that satisfactory to DISTRICT) to DISTRICT. DISTRICT will make final payment within 30 calendar days of its receipt, review and approval of invoice.
- b. Any services provided by ADMINISTRATOR not included in the scope of this Agreement, including but not limited to training of DISTRICT's staff, custom reporting, is subject to a separate written agreement between the parties. Services not included in the scope of this Agreement will not be performed without DISTRICT's written authorization.
- c. Correction of errors contained in DISTRICT's data, to include but not limited to Incorrect Date of Hire, Missing or Incorrect termination or retirement dates, Incorrect or missing Social Security Numbers, Incorrect or missing coverage dates in health plan will be performed after DISTRICT's written authorization, at a rate of \$275.00 per hour.

(5) Term and Termination.

- I. The term of this Agreement will be through the end of the DISTRICT's 2020-2021 School Year (June 30<sup>th</sup> 2021), or upon the completion of the services by ADMINISTRATOR pursuant to this Agreement, whichever is earlier. The Parties may renew this Agreement for successive one (1) year periods, pursuant to separate written agreements. ADMINISTRATOR acknowledges that DISTRICT is under no obligation to renew this Agreement upon its expiration. DISTRICT may terminate this Agreement without cause at any time, upon 30 calendar days' written notice to ADMINISTRATOR. ADMINISTRATOR may terminate this Agreement upon 30 calendar days' written notice to DISTRICT.
- II. Upon termination by either party pursuant to Paragraph 5 (I.) of this Agreement prior to ADMINISTRATOR's completion of the services set forth in this Agreement, ADMINISTRATOR will only be entitled to retain monies paid by DISTRICT for the value of services actually performed and delivered by ADMINISTRATOR prior to the date of termination.
- III. In the event of termination for any reason, ADMINISTRATOR will return to DISTRICT, within 10 calendar days of the effective date of the termination, all DISTRICT's property and data that is in the possession of ADMINISTRATOR including, but not limited to, payroll history, employee listing and other compensation information and data on hand, and/or other confidential materials which may have been furnished by DISTRICT and entrusted to ADMINISTRATOR by reason of this Agreement. If information has been provided to ADMINISTRATOR in electronic form, ADMINISTRATOR will commit to DISTRICT that such information will be deleted from ADMINISTRATOR's electronic storage media. If requested by DISTRICT, ADMINISTRATOR will provide a certificate of destruction.
- IV. In the event of termination for any reason, all reports and Services due to DISTRICT must be completed by ADMINISTRATOR and delivered to DISTRICT within thirty calendar days of the termination date.
- V. This Agreement may be terminated by DISTRICT "for cause" upon the occurrence of any of the following events:
  - a. Immediately upon DISTRICT delivering written notice to ADMINISTRATOR of a breach by ADMINISTRATOR of any of the policies, rules and regulations of DISTRICT relating to the health or safety of students or DISTRICT employees;
  - b. Immediately upon ADMINISTRATOR's breach of its obligations to provide the insurance coverage set forth in Paragraph 17;
  - c. Immediately upon ADMINISTRATOR's breach of any of ADMINISTRATOR's obligations pursuant to, or violation of, any applicable State or federal law or regulation; or
  - d. Fifteen calendar days after ADMINISTRATOR has received written notice from DISTRICT that ADMINISTRATOR has breached any of ADMINISTRATOR's other obligations hereunder unless, within the 15 calendar day period ADMINISTRATOR cures the breach to DISTRICT's satisfaction.Upon termination of this Agreement "for cause," ADMINISTRATOR is not entitled to any further payments hereunder.
- VI. This Agreement is automatically terminated upon ADMINISTRATOR's filing of a voluntary petition in bankruptcy or making an assignment for the benefit of creditors, or upon other action taken or suffered, voluntarily or involuntarily, pursuant to any federal or state law for the benefit of insolvents, and upon the filing of an involuntary petition in bankruptcy against ADMINISTRATOR which is not dismissed within 60 calendar days of filing. ADMINISTRATOR is not entitled to any further payments hereunder and if the termination occurs prior to ADMINISTRATOR's completion of the services set forth in this Agreement,

ADMINISTRATOR will only be entitled to retain monies already paid by DISTRICT for the value of services actually performed and delivered by ADMINISTRATOR prior to the date of termination.

(6) Property of ADMINISTRATOR.

- I. To the extent permitted by law and except as otherwise provided herein, DISTRICT shall take reasonable steps necessary to hold in confidence and protect all trade secrets, which may include, but are not limited to, reports, documentation, techniques, products, ideas, concepts, output, and reports related to the Programs and Services of ADMINISTRATOR, from disclosure to any person, firm, corporation or other entity as allowed by law without ADMINISTRATOR's consent. DISTRICT shall ensure that all agents and any other persons with authorized access to any part of such confidential information be aware of and will observe and perform this non-disclosure covenant.

(7) Property of DISTRICT.

- I. Except as otherwise provided herein, ADMINISTRATOR will take all steps necessary to hold in confidence and protect all personal information and data, manuals, documentation, techniques, products, ideas, concepts, output, pricing, and reports related to the Programs and Services of DISTRICT, from disclosure to any person, firm, corporation or other entity without DISTRICT's written consent, provided same shall not otherwise be available. ADMINISTRATOR shall ensure that all agents and any other persons with authorized access to any part of such confidential information be aware of and will observe and perform this non-disclosure covenant.
- II. All of the undertakings and obligations of ADMINISTRATOR hereto relating to confidentiality and non-disclosure, whether contained in this Paragraph or elsewhere in this Agreement, will survive the termination or expiration of this Agreement.

(8) Expenses. ADMINISTRATOR will pay all expenses incurred in connection with the performance of ADMINISTRATOR's duties hereunder including, but not limited to, automobile and/or travel expenses.

(9) Completion Dates and Approvals: In order to ensure the IRS forms are produced and distributed in a timely manner to comply with the IRS Requirements.

- a) Recipient returns (1095) need to be mailed no later than January 31, 2021, DISTRICT's final approval of the forms required by close of business January 15th, 2021
- b) The required date for E-filing is March 31, 2020. DISTRICT's approval of the final data must be given to us no later than March 15, 2021
- c) To produce DRAFT Recipient Returns for DISTRICT's review and approval, Final approval of DISTRICT's Measurement Period Report, Employee List and Healthcare Enrollment file is due by January 2<sup>nd</sup> 2021.

(10) Independent Contractor. ADMINISTRATOR is retained by DISTRICT only for the purposes and to the extent set forth in this Agreement. ADMINISTRATOR's relation to DISTRICT is solely that of an independent contractor during the period of ADMINISTRATOR's retention and delivery of Services hereunder.

Neither ADMINISTRATOR nor any of its employees, shareholders, partners, members, officers, directors, agents, or assigns will be eligible for employee benefits or contributions thereto from DISTRICT relative to this Agreement including, but not limited to, social security, New York State Worker's Compensation, unemployment insurance, New York State Retirement System benefits, health or dental insurance, or malpractice insurance. With regard to employees of ADMINISTRATOR, ADMINISTRATOR alone will be responsible for their work, personal conduct, direction, compensation, and for payment of all employment and other taxes in relation thereto.

(11) Assignment. This Agreement may not be assigned or otherwise transferred by either party without the express written consent of the other.

(12) Entire Agreement. This Agreement contains the entire agreement between the parties with respect to the subject matter thereof and supersedes any and all other agreements, understandings and representations, written or oral, by and between the parties.

(13) Modification. This Agreement may not be changed orally, but only by an agreement in writing signed by both parties. Any waiver of any term, condition or provision of this Agreement will not constitute a waiver of any other term, condition or provision, nor will a waiver of any breach of any term, condition or provision constitute a waiver of any subsequent or succeeding breach.

(14) Governing Law, Choice of Forum and Waiver of Jury Trial. This Agreement is subject to, governed by, enforced according to and construed according to the laws of the State of New York, without regard to the conflicts of law's provisions thereof. Any dispute arising under this Agreement will be litigated in a New York State Court in Suffolk County, New York. The parties each waive trial by jury in any action concerning this Agreement.

(15) Headings. The headings or captions in this Agreement are for convenience and reference only and do not in any way modify, interpret or construe the intent of the parties or affect any of the provisions of this Agreement.

(16) HIPAA. ADMINISTRATOR is and will remain in compliance with the privacy and security requirements of the Health Insurance Portability and Accountability Act. The parties have executed a Business Associate Agreement (attached hereto as Exhibit B).

(17) Indemnification. To the fullest extent permitted by law, ADMINISTRATOR indemnifies and will defend (with counsel selected by DISTRICT) and hold harmless DISTRICT, its employees, agents, representatives and members of the Board of Education, from any and all liabilities, losses, costs, damages, and expenses (including, but not limited to, reasonable attorneys' fees and disbursements) arising from any claims, disputes, or causes of action of whatever nature arising, in whole or in part, from the performance of ADMINISTRATOR's Services hereunder, or the action of, or the failure to act by ADMINISTRATOR, ADMINISTRATOR's representatives or employees, or anyone for whose acts ADMINISTRATOR may be liable.

In the event that any legal proceeding is instituted or any claim or demand with respect to the foregoing is asserted by any person in respect of which indemnification may be sought from ADMINISTRATOR pursuant to the provisions of this Paragraph 17, DISTRICT will promptly notify ADMINISTRATOR of such suit, claim or demand, and give ADMINISTRATOR an opportunity to defend and settle same without any cost to DISTRICT, and will extend reasonable cooperation to ADMINISTRATOR in connection with such defense, which will be at the expense of ADMINISTRATOR. In the event that ADMINISTRATOR fails to defend the same within 30 calendar days of receipt of notice, DISTRICT will be entitled to assume the defense thereof, and ADMINISTRATOR will be liable to repay DISTRICT for all its expenses reasonably incurred in connection with the defense (including reasonable attorneys' fees, disbursements, expert witness fees and settlement payments).

To the fullest extent permitted by law, DISTRICT indemnifies and will defend and hold harmless ADMINISTRATOR, its employees, agents, and representatives from any and all liabilities, losses, costs, damages, and expenses (including, but not limited to, reasonable attorneys' fees and disbursements) arising from any claims, disputes, or causes of action of whatever nature arising from the action of, or the failure to act by DISTRICT, DISTRICT's representatives or employees, or anyone for whose acts DISTRICT may be liable.

All of the provisions of this Paragraph will survive the expiration or sooner termination of this Agreement.

(18) Required Insurance. ADMINISTRATOR will obtain and keep in full force and effect during the term of this Agreement, at ADMINISTRATOR's sole cost and expense, the following insurance:

- **Commercial General Liability Insurance:** \$1,000,000 per occurrence/ \$2,000,000 aggregate (must include coverage for sexual misconduct).
- **Workers' Compensation and N.Y.S. Disability:** Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees. Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board. ACORD certificates are not acceptable.  
A self-employed person and certain partners and corporate officers are excluded from the definition of "employee" pursuant to Workers' Compensation Law Section 2(4). As such, individuals in such capacity are excluded from Workers' Compensation Law coverage requirements. A person seeking an exemption must file a CE-200 form with the State. The form may be completed and submitted directly online to the Workers Compensation Board: [http://www.wcb.ny.gov/content/ebiz/wc\\_db\\_exemptions/requestExemptionOverview.jsp](http://www.wcb.ny.gov/content/ebiz/wc_db_exemptions/requestExemptionOverview.jsp)

- **Professional Errors and Omissions Insurance:** \$2,000,000 per occurrence/ \$2,000,000 aggregate for the professional acts of ADMINISTRATOR performed under this Agreement for DISTRICT. If written on a "claims-made" basis, the retroactive date must pre-date the inception of this Agreement. Coverage must remain in effect for two calendar years following the completion of work.
- **Fidelity Bond:** For dishonest acts of ADMINISTRATOR's employees with coverage for computer fraud and fund transfer including client coverage.
- **Excess Insurance:** \$3,000,000 each occurrence and aggregate. Excess coverage must be on a follow-form basis.

Notwithstanding any terms, conditions or provisions, in any other writing between the parties, ADMINISTRATOR hereby agrees to effectuate the naming of DISTRICT as an additional insured on ADMINISTRATOR's insurance policies, with the exception of workers' compensation, N.Y. State disability and professional liability. Each policy naming DISTRICT as an additional insured must:

- Be an insurance policy from an A.M. Best rated "secure" or better insurer, licensed in New York State.
- State that ADMINISTRATOR's coverage is primary and non-contributory coverage for DISTRICT, its Board, employees and volunteers.

DISTRICT must be listed as an additional insured by using endorsement CG 2026 or its equivalent. The decision to accept an alternative endorsement rests solely with DISTRICT. A completed copy of the endorsement must be attached to the certificate of insurance and the certificate must state that the endorsement is being used. The certificate of insurance must describe the specific services provided by ADMINISTRATOR (e.g., physical therapy, psychological services) that are covered by the commercial general liability policy and the umbrella policy. At DISTRICT's request, ADMINISTRATOR will provide a copy of the declarations page of its liability and umbrella policies with a list of endorsements and forms. If so requested, ADMINISTRATOR will provide a copy of the policy endorsements and forms.

ADMINISTRATOR hereby indemnifies DISTRICT for any applicable deductibles and self-insured retentions, all of which are the sole responsibility of ADMINISTRATOR, to the extent not covered by the applicable policy.

If a policy is written on a "claims-made" basis, the retroactive date must pre-date the inception of this Agreement.

ADMINISTRATOR acknowledges that failure to obtain the foregoing insurance on behalf of DISTRICT constitutes a material breach of contract. ADMINISTRATOR must provide DISTRICT with proof satisfactory to DISTRICT that the above requirements have been met, prior to the commencement of work or use of DISTRICT facilities. The failure of DISTRICT to object to the contents of the certificate or the absence of same will not be deemed a waiver of any and all rights held by DISTRICT. Upon request, ADMINISTRATOR will provide DISTRICT with a copy of ADMINISTRATOR's applicable insurance policies including any endorsements, modifications, or exclusions thereto.

DISTRICT is a member/owner of the New York Schools Insurance Reciprocal ("NYSIR"). ADMINISTRATOR acknowledges that the procurement of that insurance as required herein is intended to benefit not only DISTRICT, but also NYSIR as DISTRICT's insurer.

**(19) Required Records.** ADMINISTRATOR will provide services and maintain records, logs and reports in accordance with all applicable laws, regulations and requirements of the New York State Education Department, the New York State Department of Labor and District policies and procedures in force during the term of this Agreement. ADMINISTRATOR must provide District with a copy of any reports, tests, evaluations or observations that are prepared in connection with the Services provided by ADMINISTRATOR under this Agreement.

**(20) Review of Records.** District will have the right to examine any or all records or accounts maintained by ADMINISTRATOR in connection with this Agreement.

**(21) District's Authority.** ADMINISTRATOR represents and warrants that ADMINISTRATOR will observe and comply with the policies, rules and regulations of District including, but not limited to, District Code of Conduct (collectively, the "Policies") and will cause ADMINISTRATOR's employees to do the same. ADMINISTRATOR acknowledges that ADMINISTRATOR has reviewed and is familiar with the Policies. ADMINISTRATOR will carry out the orders, directions and policies conveyed by District from time to time

either orally or in writing, provided, however, that ADMINISTRATOR will determine the manner of carrying out ADMINISTRATOR's professional duties hereunder consistent with ADMINISTRATOR's status as an independent contractor.

(22) Safeguarding Information. Neither ADMINISTRATOR nor District will use or disclose any information concerning the Services pursuant this Agreement for any purpose which is prohibited by Federal and State statutes and/or regulations."

(23) Notices. Any notices required or permitted to be given pursuant to the terms of this Agreement must be in writing and either personally delivered or sent by nationally recognized overnight carrier to the parties at the following addresses:

To ADMINISTRATOR:

Seneca Consulting Group  
960 Wheeler Road  
Suite 5367  
Hauppauge, New York 11780

To DISTRICT:

Rocky Point Union Free School District  
90 Rocky Point-Yaphank Road  
Rocky Point NY 11778  
Attention: Mr. Christopher Van Cott

(24) Waiver. Any waiver of any term, condition or provision of this Agreement will not constitute a waiver of any other term, condition or provision, nor will a waiver of any breach of any term, condition or provision constitute a waiver of any subsequent or succeeding breach.

(25) Third-Party Beneficiaries. There are no third-party beneficiaries of or in this Agreement, other than NYSIR.

(26) Negotiated Agreement. This is a negotiated Agreement. It will not be construed against any party by reason of this Agreement being prepared by that party's attorney. Each party warrants that it/he/she has full power to execute, deliver and perform this Agreement and has taken all actions required by law, organizational documents or otherwise to authorize the execution and delivery of this Agreement.

(27) Iran Divestment Act of 2012. By signing this Agreement, each person and each person signing on behalf of any other party certifies, and in the case of a joint bid or partnership each party thereto certifies as to its/his/her own organization, under penalty of perjury, that to the best of its/his/her knowledge and belief that each person is not on the list created pursuant New York State Finance Law § 165-a(3)(b).

(28) Confidentiality of Records and Data Security and Privacy. ADMINISTRATOR must comply with all District policies and State, federal, and local laws, regulations, rules, and requirements related to the confidentiality of records and data security and privacy.

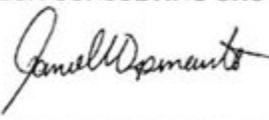
IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first above written.

Rocky Point Union Free School District

SENECA CONSULTING GROUP, INC

By:

By:



Name: \_\_\_\_\_

Name: Daniel C. Opinante  
Title: President

Title: \_\_\_\_\_

## EXHIBIT A

### Affordable Care Act Employer Compliance Proposal and Scope of Work

#### SPECIFICATION OF SERVICES

ADMINISTRATOR will assist DISTRICT with meeting the DISTRICT's "Employer Mandate" obligations and reporting requirements pursuant to the ACA by:

- Identifying in writing DISTRICT's employees (both full-time and variable-hour employees) for whom DISTRICT may be liable for a Section 4980H penalty if affordable, minimum essential coverage providing minimum value is not offered;
- Identifying which type of minimum essential coverage would be deemed "affordable" under ACA for its full-time eligible employees (applying, for example, the "Form W-2" safe harbor);
- Offering strategies and helping DISTRICT apply the "Look-Back/Stability Period Safe Harbor" Measurement Method (a.k.a. "Look-Back Measurement Method") under the ACA to new and ongoing employees of DISTRICT;
- Identifying and accounting for any applicable employment break periods and/or periods of special unpaid leave for each DISTRICT employee who is evaluated using the Look-Back Measurement Method;
- Identifying in writing which DISTRICT employees must be treated as a new, ongoing, variable-hour, full-time, part-time and/or seasonal employees under ACA for purposes of applying the Look-Back Measurement Method and for determining those employees for whom the District may be liable for a Section 4980H penalty if affordable, minimum essential coverage providing minimum value is not offered;
- Reviewing collective bargaining agreements ("CBAs"), individual employment contracts, Board of Education resolutions, letters of understanding and any other documentation setting forth terms and conditions of employment and helping DISTRICT determine how each affects DISTRICT's obligations under ACA;
- Providing DISTRICT with a written penalty analysis for: (1) failing to offer minimum essential coverage as required by ACA; (2) offering minimum essential coverage that does not provide minimum value; (3) providing minimum essential coverage that is not "affordable" under ACA standards; and (4) providing coverage that does not satisfy the non-discrimination rule under ACA; and
- Assisting and supporting DISTRICT with audits, inquiries and/or investigations conducted by the Federal oversight agencies including; but not limited to, a response to any notices of a potential Section 4980H penalty;
- Preparing and electronically filing/sending Internal Revenue Code Section 6056 reports as DISTRICT's authorized agent including, but not limited to:
  - Using a secure method of delivery to import applicable DISTRICT data furnished by DISTRICT;
  - Drafting IRS Forms 1094-C and 1095-C;
  - On or before January 15<sup>th</sup> 2021 sending completed 1095-B and 1095-C forms to DISTRICT for DISTRICT's review and written approval (DISTRICT's written approval must be received by 5:00 p.m. on January 15<sup>th</sup> 2021);
  - Upon receipt of DISTRICT's written approval, furnishing all full-time employees with a copy of IRS Form 1095-C on or before January 31<sup>st</sup> 2021;
  - Upon receipt of DISTRICT's written approval, electronically filing 1094-C and 1095-C forms with IRS on or before March 31<sup>st</sup> 2021; and
  - Providing the District with confirmation of IRS acceptance of the forms.

- Calculating the hours of service performed by each employee on a weekly and monthly basis including, but not limited to, regular workday, overtime, paid leave time, special unpaid leave time and stipends (each calculation will accurately reflect the hours of service for a particular week or month, even if the time is not entered into District's payroll system until after that week or month has concluded);
- Calculating the average hours of service performed by each employee during the initial or standard measurement period;
- Helping DISTRICT:
  - Determine the relevant "plan years"
  - Identify, establish and apply the most beneficial measurement periods (e.g., 3-12 months, etc.) including, if recommended, different measurement periods for different categories of employees, for:
    - Initial Measurement Periods;
    - Standard Measurement Periods;
    - Stability Periods; and
    - Administrative Periods;
- Analyzing and advising in writing whether DISTRICT's currently offered health insurance plans are "affordable" based on ACA requirements and offering options for alternate health insurance plans that comply with ACA;
- Analyzing and advising in writing which is the best "safe harbor" option under ACA for calculating the affordability of health insurance coverage in accordance with each eligible DISTRICT employees' income;
- Providing written assurances that current DISTRICT health insurance offerings meet the ACA standards for "minimum essential coverage";
- Analyzing and advising DISTRICT in writing to determine what, when and how many notices required by ACA must be provided to its employees and providing the required notices to the employees;
- Providing DISTRICT with a clear understanding of the New York State Health Insurance Exchange and its implications for DISTRICT and DISTRICT employees, if any;
- Ensuring that new and existing employees of DISTRICT are treated correctly and consistently with respect to ACA requirements;
- Developing strategies for timely enrolling in a DISTRICT health insurance plan those employees who meet the applicable legal threshold for average hours worked during the relevant period of time and, as a result, for whom DISTRICT may be liable for a Section 4980H penalty if affordable, minimum essential coverage providing minimum value is not offered;
- Revising compliance procedures as the Federal Government makes ongoing changes and adjustments to the ACA; and
- Providing DISTRICT with a reference manual (a "Compliance Report") that documents all of the advice, analysis, calculations, recommendations, procedures and protocol that relate to this Agreement.

**EXHIBIT B**  
**BUSINESS ASSOCIATE AGREEMENT**

This Agreement ("Agreement") between Seneca Consulting Group, Inc., a New York Corporation with principal office and place of business at 960 Wheeler Road #5367 Hauppauge, NY 11788 (herein "CONSULTANT") and Rocky Point Union Free School District, having its principal place of business at 90 Rocky Point-Yaphank Road Rocky Point NY 11778, (hereinafter referred to as the "District").

**WITNESSETH**

WHEREAS, CONSULTANT provides employee benefit consulting services to District which relates to the group health insurance program provided to the participants of such District; and

WHEREAS, the parties acknowledge that they are subject to the rules of HIPAA and that this Agreement is required by HIPAA regarding certain EDI, Privacy and Security standards applicable to this Agreement; and

WHEREAS, District and CONSULTANT have entered into a relationship under which CONSULTANT may receive, use, obtain, access or create Protected Health Information (as that term is defined in Paragraph I(e) of this Exhibit to the Agreement) from or on behalf of District in the course of providing goods and services to District and its participants; and

WHEREAS, such Protected Health Information is confidential and must be afforded special treatment and protection, such that all information can be used or disclosed only in accordance with the Standards for Privacy of Individually Identifiable Health Information set forth at 45 CFR Parts 160 and 164 (hereinafter "the Privacy Rule") as implemented in the parties' relationship by this Agreement; and

WHEREAS, CONSULTANT acknowledges that it is a Consultant of District under the terms of HIPAA in its operation of this Agreement.

**I Definitions.**

- (a) Breach. "Breach" shall have the same meaning as the term "breach" in Section 13400(1) of the HITECH Act
- (b) Designated Record Set. "Designated Record Set" shall have the same meaning as the term "designated record set" in 45 CFR 164.501, limited to the information created or received by CONSULTANT from or on behalf of District.
- (c) De-identify/De-identified. "De-identify/De-identified" means to remove, encode, encrypt, or otherwise eliminate or conceal data that identifies an individual, or modifies information so that there is no reasonable basis to believe that the information can be used to identify an individual
- (d) Disclose. The release, transfer or provision of access to PHI, whether oral or recorded in any form or medium.
- (e) Individual. "Individual" shall have the same meaning as the term "individual" in 45 CFR 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR 164.502(g).
- (f) Privacy Rule. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR part 160 and part 164, subparts A and E.
- (g) Protected Health Information. "Protected Health Information" shall have the same meaning as the term "protected health information" in 45 CFR 164.501, limited to the information created or received by Consultant from or on behalf of District.
- (h) Secretary. "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
- (i) Business Associate. "Business Associate" shall mean Consultant  
Covered Entity. "Covered Entity" shall mean Rocky Point Union Free School District
- (j) Minimum Necessary Information. "Minimum Necessary Information" means (i) in the case of routine and recurring types of disclosures, the set of data or records which the disclosing party's policies and procedures have established as reasonably necessary to achieve the purpose of such disclosures; and (ii) in the case of non-routine and non-recurring disclosures, the set of data or records which the Disclosing Party determines is reasonably necessary to accomplish the purpose of the disclosure, upon review of each disclosure

according to criteria developed by the Disclosing Party; provided that in the case of disclosure (A) to a Covered Entity, (B) to a professional for purposes of providing professional services to the Disclosing Party, or (C) to a public official for disclosures which are permitted by law without Individual consent, the Minimum Necessary Information shall be the set of data or records requested by that party, upon the party's reasonable representation that the request is for the minimum necessary given the purpose of disclosure(s).

**2. Obligations and Activities of Consultant.** Consultant agrees to:

(a) not use or disclose Protected Health Information other than as permitted or required by this Agreement or as required By Law.

(b) use appropriate safeguards to prevent use or disclosure of the Protected Health Information other than as provided for by this Agreement.

(c) mitigate, to the extent practicable, any harmful effect that is known to Consultant of a use or disclosure of Protected Health Information by Consultant in violation of the requirements of this Agreement.

(d) report to District within forty-eight (48) hours any use or disclosure of the Protected Health Information not provided for by this Agreement of which it becomes aware.

(e) ensure that any agent, including a subcontractor, to whom it provides Protected Health Information received from, or created or received by Consultant on behalf of District agrees to the same restrictions and conditions that apply through this Agreement to Consultant with respect to such information.

(f) provide access, at the request of District, within 48 hours, to Protected Health Information in a Designated Record Set, to District or, as directed by District, to an Individual in order to meet the requirements under 45 CFR 164.524.

(g) make any amendment(s) to Protected Health Information in a Designated Record Set that the District directs or agrees to pursuant to 45 CFR 164.526 at the request of District or an Individual, and within 48 hours of such request.

(h) make internal practices, books, and records, including policies and procedures and Protected Health Information, relating to the use and disclosure of Protected Health Information received from, or created or received by Consultant on behalf of, District available to the District, or to the Secretary, in a time and manner or designated by the Secretary, for purposes of the Secretary determining District's compliance with the Privacy Rule.

(i) document such disclosures of Protected Health Information and information related to such disclosures as would be required for District to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR 164.528.

(j) provide to District or an Individual, within 48 hours of a request, information collected in accordance with Section (i) above of this Agreement, to permit District to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR 164.528.

**3. Permitted Uses and Disclosures by Consultant.**

Except as otherwise limited in this Agreement, Consultant may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, District, provided that such use or disclosure would not violate the Privacy Rule if done by District or the minimum necessary policies and procedures of the District.

**4. Obligations of District.** District shall:

(a) notify Consultant of any limitation(s) in its notice of privacy practices of District in accordance with 45 CFR 164.520, to the extent that such limitation may affect Consultant's use or disclosure of Protected Health Information.

(a) District agrees to disclose PHI to Consultant upon its own volition, upon consultant's request, or upon the request of a third party if such disclosure is permissible by law, so that consultant may provide the agreed to services to or on behalf of District, District otherwise objects to the disclosure, or CONSULTANT is no longer providing the services to District.

(b) notify Consultant of any changes in, or revocation of, permission by Individual to use or disclose Protected Health Information, to the extent that such changes may affect Consultant's use or disclosure of Protected Health Information.

(c) notify Consultant of any restriction to the use or disclosure of Protected Health Information that District has agreed to in accordance with 45 CFR 164.522, to the extent that such restriction may affect Consultant's use or disclosure of Protected Health Information.

5. Permissible Requests by District

District shall not request Consultant to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by District.

6. Term and Termination

(a) Term. This Agreement shall be effective from the date the parties sign the attached Benefit Consulting Agreement (the "Effective Date"), until the later of 1) the date of termination of the aforementioned Benefit Consulting Agreement or 2) the date one of the parties terminates the Agreement pursuant to subdivision (b) of this paragraph, or 3) the date when all of the Protected Health Information provided by the District to Consultant or created or received by Consultant on behalf of District, is destroyed or returned to District, or, if it is infeasible to return or destroy Protected Health Information, protections are extended to such information in accordance with the provisions of Subdivision (c) of this paragraph 6.

(b) Termination Either party may terminate this Agreement upon thirty (30) days' notice to the other party, which shall serve to terminate the Benefit Consulting Agreement as well:

(c) Effect of Termination.

i. Except as provided below in paragraph (ii) of this section, upon termination of this Agreement, for any reason, Consultant shall immediately return or if directed by the District, destroy all Protected Health Information received from District, or created or received by Consultant on behalf of District. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of Consultant. Consultant shall retain no copies of the Protected Health Information.

ii. In the event that Consultant determines that returning or destroying the Protected Health Information is infeasible, Consultant shall provide immediately to District notification of the conditions that make return or destruction infeasible. Upon submittal of written proof, satisfactory to District, that return or destruction of Protected Health Information is infeasible, Consultant shall extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Consultant maintains such Protected Health Information.

7. Indemnification.

Consultant agrees to indemnify, defend and hold harmless District and their affiliates, trustees, officers, directors, employees, successors and assigns from and against any and all claims, penalties, liabilities, losses, damages, suites, settlements, judgments or costs, including reasonable attorneys' fees, which may arise from the acts or omissions of Consultants in performing under this Agreement.

8. Audit.

Upon sixty (60) days' prior notice, District may audit Consultant's performance pursuant to this Agreement, including, but not limited to, the internal privacy practices of Consultant. District shall choose the Auditor in its sole discretion. The Audit shall be conducted on CONSULTANT's premises during regular business hours and CONSULTANT shall make available its books, records and procedures regarding compliance with Health Insurance Portability and Accountability Act of 1996 Privacy Rule and any applicable amendments thereto.

9. Miscellaneous.

(a) Regulatory References. A reference in the Agreement to a section in the Privacy Rule means the section as in effect or as amended.

(b) Amendment. The Parties agree to take such action as is necessary to amend the Agreement from time to time pursuant to a written agreement signed by the Parties and is necessary for District to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191

(c) Survival. The respective rights and obligations of Consultant under Section 2(f), 2(g), 6(c) and (7) of this Exhibit "B" shall survive the termination of the Agreement.

(d) Interpretation. Any ambiguity in the Agreement shall be resolved to permit District to comply with the Privacy Rule.

(e) Notices. Any notice required to be given under this Agreement shall be in writing and sent by confirmed facsimile or by certified mail, return receipt requested at the address set forth above or at such other address as the parties may designate from time to time.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

The parties agree that for purposes of HIPAA CONSULTANT shall be deemed a Consultant of District. CONSULTANT agrees to continue to perform, on behalf of District, all transactions that are considered Covered Transactions, as that term is defined by HIPAA and function as District's Clearinghouse, as that term is defined by HIPAA, and therefore further agrees to comply with HIPAA's standards regarding EDI, Privacy and Security. In no event shall District be required to provide CONSULTANT with any information in a format that meets the EDI standards of HIPAA.

IN WITNESS WHEREOF, the duly designated representatives of District and CONSULTANT have executed this Agreement and have evidenced their ratification and consent to be bound by the Agreement contained herein, as of the effective date of this Agreement.

Rocky Point Union Free School District

SENECA CONSULTING GROUP, INC

By:



By:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Name: Daniel C. Opinante  
Title: President

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
SINGLE AUDIT REPORT  
FOR THE FISCAL YEAR ENDED  
JUNE 30, 2019**

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
SINGLE AUDIT REPORT  
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Robert S. Abrams  
(1926-2014)

Marianne E. Van Duyne, CPA  
Alexandria M. Battaglia, CPA



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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF  
EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Education  
Rocky Point Union Free School District

**Report on Compliance for Each Major Federal Program**

We have audited Rocky Point Union Free School District's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Rocky Point Union Free School District's major federal programs for the fiscal year ended June 30, 2019. Rocky Point Union Free School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Rocky Point Union Free School District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Rocky Point Union Free School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Rocky Point Union Free School District's compliance.

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### ***Opinion on Each Major Federal Program***

In our opinion, Rocky Point Union Free School District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the fiscal year ended June 30, 2019.

### ***Other Matters***

The results of our auditing procedures disclosed an instance of noncompliance, which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as item 2019-001. Our opinion on each major federal program is not modified with respect to this matter.

Rocky Point Union Free School District's response to the noncompliance findings identified in our audit is described in their corrective action plan. Rocky Point Union Free School District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Management of Rocky Point Union Free School District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Rocky Point Union Free School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Rocky Point Union Free School District's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified a certain deficiency in

internal control over compliance, as described in the accompanying schedule of findings and questioned costs as item 2019-001, that we consider to be a significant deficiency.

Rocky Point Union Free School District's response to the internal control over the compliance finding identified in our audit is described in their corrective action plan. Rocky Point Union Free School District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

#### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, each major fund, and the fiduciary funds of Rocky Point Union Free School District, as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Rocky Point Union Free School District's basic financial statements. We issued our report thereon dated October 21, 2019, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*R. S. Abrams & Co., LLP*

R.S. Abrams & Co., LLP

Islandia, NY

March 9, 2020

(except for our report on the schedule of expenditures of federal awards, for which the date is October 21, 2019)

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

Federal Grantor/Pass-through Grantor Program Title	CFDA Number	Agency or Pass-through Number	Program Expenditures	Total Expenditures by CFDA Number
<b><u>U.S. Department of Education</u></b>				
<b><u>Passed-through NYS Education Department:</u></b>				
Special Education - Grants to States (IDEA, Part B)	84.027	0032-19-0886	<u>\$ 690,478</u>	\$ 690,478
Special Education - Preschool Grants (IDEA Preschool)	84.173	0033-19-0886	<u>\$ 43,372</u>	43,372
Total Special Education Cluster			<u>\$ 733,850</u>	
Title I Grants to Local Educational Agencies	84.010	0021-19-2995	<u>256,860</u>	256,860
Supporting Effective Instruction State Grants	84.367	0147-18-2995	\$ 13,922	
Supporting Effective Instruction State Grants	84.367	0147-19-2995	<u>75,665</u>	89,587
English Language Acquisition Grants	84.365	0149-19-2995	\$ 938	
English Language Acquisition Grants	84.365	0293-19-2995	<u>12,605</u>	13,543
Student Support and Academic Enrichment Grants	84.424	0204-19-2995	<u>16,220</u>	<u>16,220</u>
Total U.S. Department of Education				<u>\$ 1,110,060</u>
<b><u>U.S. Department of Agriculture</u></b>				
<b><u>Passed-through NYS Education Department:</u></b>				
School Breakfast Program (Cash Assistance)	10.553	N/A	<u>\$ 87,925</u>	\$ 87,925
National School Lunch Program (Cash Assistance)	10.555	N/A	\$ 316,251	
National School Lunch Program (Non-Cash Food Distribution)	10.555	N/A	<u>66,546</u>	<u>382,797</u>
Total Child Nutrition Cluster			<u>\$ 470,722</u>	
Total U.S. Department of Agriculture				<u>\$ 470,722</u>
Total Federal Awards Expended				<u>\$ 1,580,782</u>

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

**1. BASIS OF PRESENTATION:**

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Rocky Point Union Free School District under programs of the federal government for the fiscal year ended June 30, 2019. The information in this Schedule is presented in accordance with the requirements of the Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Rocky Point Union Free School District, it is not intended to and does not present the financial position, changes in net position or cash flows of Rocky Point Union Free School District.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. The value of food commodities was calculated using the U.S. Department of Agriculture's Food and Nutrition Service commodity price lists. Federal awards that are included in the Schedule may be received directly from federal agencies, as well as federal awards that are passed through from other government agencies. Pass-through entity identifying numbers are presented where available.

Indirect costs may be included in the reported expenditures, to the extent that they are included in the federal financial reports used as the source for the data presented.

Matching costs (Rocky Point Union Free School District's share of certain program costs) are not included in the reported expenditures.

**3. INDIRECT COST RATE:**

Rocky Point Union Free School District has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**4. SUBRECIPIENTS:**

No amounts were provided to subrecipients.

**5. OTHER DISCLOSURES:**

No insurance is carried specifically to cover equipment purchased with federal funds. Any equipment purchased with federal funds has only a nominal value, and is covered by Rocky Point Union Free School District's casualty insurance policies.

There were no loans or loan guarantees outstanding at year end.



**ROCKY POINT UNION FREE SCHOOL DISTRICT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

**PART II      FINANCIAL STATEMENT FINDINGS**

There are no financial statement findings to be reported.

**PART III     FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**FINDING # 2019-001**

**U.S. Department of Education – Passed-through the NYS Education Department  
*Special Education - Grants to States (IDEA, Part B); CFDA No. 84.027; Project #0032-19-0886; Grant  
Period – Fiscal Year Ended June 30, 2019*  
*Special Education - Preschool Grants (IDEA Preschool); CFDA No. 84.173; Project #0033-19-0886;  
Grant Period – Fiscal Year Ended June 30, 2019***

**Significant Deficiency**

**Criteria:** According to Uniform Guidance Section 200.430 *Compensation - Personal Services*, charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must comply with the established written accounting policies and practices of the District, and support the distribution of salaries and wages among specific activities or cost objectives while reasonably reflecting the total activity for which the employee is compensated.

**Condition:** The District did not establish written policies or procedures for the support of the salaries and wages charged to federal awards as required by the Uniform Guidance.

**Cause:** The District did not take timely action to implement the required procedures and policy updates.

**Effect:** The salaries charged to the grants were not supported to be in compliance with the Uniform Guidance.

**Recommendation:** We recommend the District develop written policies or procedures based on the requirements contained in the Uniform Guidance to ensure they substantiate salaries charged to grants in compliance with the Uniform Guidance.

**District's Response:** The District's response is included in their corrective plan.

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

There were no prior year findings or questioned costs.

**ROCKY POINT UNION FREE SCHOOL DISTRICT  
CORRECTIVE ACTION PLAN  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

The District's corrective action plan is under separate cover.



# ROCKY POINT UNION FREE SCHOOL DISTRICT

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

Telephone: (631) 744-1600

Fax: (631) 849-7558

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**Dr. Scott O'Brien**  
*Superintendent of Schools*

**Christopher A. VanCott**  
Assistant Superintendent of Business

## Corrective Action Plan

Finding #2019-001

Rocky Point Union Free School District has multiple policies and procedures in place to address the approval and payment of all salaries and wages. It is noted that current policies do not address those set forth as required by Uniform Guidance to specifically address federal payroll dollars. Although there is no audit evidence to suggest that any salary related to the 2018/2019 federal grants was incorrectly distributed, was missing proper approval, or was lacking in supporting documentation, the District does agree that current procedures should be amended to include Uniform Guidance language. The District therefore agrees to complete and maintain a Federal Funds Procedure Manual to document current federal salary procedures. Planned implementation date is September 2020. The Assistant Superintendent for Business, Christopher A. Van Cott, is the individual responsible for implementing this corrective action.

District Contact:  
Christopher A. Van Cott   
Assistant Superintendent for Business  
Rocky Point UFSD  
631-849-7564



# ROCKY POINT UNION FREE SCHOOL DISTRICT

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

Telephone: (631) 744-1600

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**Dr. Scott O'Brien**  
*Superintendent of Schools*

**Christopher A. VanCott**  
*Assistant Superintendent of Business*

March 9, 2020

R.S. Abrams & Co., LLP

3033 Express Drive North, Suite 100

Islandia, New York 11749

This representation letter is provided in connection with your audit of the schedule of expenditures of federal awards and the related notes to the schedule of Rocky Point Union Free School District for the fiscal year ended June 30, 2019, for the purpose of expressing an opinion as to whether the schedule of expenditures of federal awards is presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of March 9, 2020 the following representations made to you during your audit.

#### Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 9, 2018, including our responsibility for the preparation and fair presentation of the schedule of expenditures of federal awards in accordance with the applicable criteria.
2. The schedule referred to above is fairly presented in conformity with U.S. generally accepted accounting principles.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the schedule of federal awards that is free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

5. Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.
6. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
7. Guarantees, whether written or oral, under which the District is contingently liable, if any, have been properly recorded or disclosed.

#### **Information Provided**

8. We provided you with:
  - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the schedule of expenditures of federal awards and all audit or relevant monitoring reports, if any, received from funding sources.
  - b. Additional information that you have requested from us for the purpose of the audit.
  - c. Unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.
  - d. Minutes of the meetings of Rocky Point Union Free School District's Board of Education or summaries of actions of recent meetings for which minutes have not yet been prepared.
9. All material transactions have been recorded in the accounting records and are reflected in the schedule of expenditures of federal awards.
10. We have no knowledge of any fraud or suspected fraud that affects the District and involves:
  - a. Management,
  - b. Employees who have significant roles in internal control, or
  - c. Others where the fraud could have a material effect on the financial statements.
11. We have no knowledge of any allegations of fraud or suspected fraud affecting the District's schedule of expenditures of federal awards communicated by employees, former employees, regulators, or others.
12. We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing the schedule of expenditures of federal awards.
13. We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the schedule of expenditures of federal awards.

#### **Government-specific**

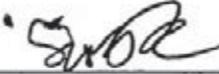
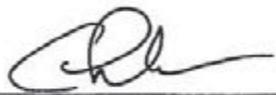
14. We have made available to you all financial records and related data (and all audit or relevant monitoring reports, if any, received from funding sources).
15. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
16. We have a process to track the status of audit findings and recommendations.
17. We have identified to you any previous audits, attestation engagements, performance audits, and other studies related to the audit objectives and whether related recommendations have been implemented.
18. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
19. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.
20. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
21. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
22. As part of your audit, you prepared the schedule of expenditures of federal awards and related notes and the auditee section of the Data Collection Form. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for the schedule of expenditures of federal awards and related notes and auditee section of the Data Collection Form.
23. We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
24. We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
25. The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
26. With respect to federal award programs:

- a. We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards.
- b. We acknowledge our responsibility for preparing and presenting the schedule of expenditures of federal awards (SEFA) and related notes in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the SEFA.
- c. If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
- d. We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit and have included in the SEFA expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e. We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
- f. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- g. We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- h. We have received no requests from a federal agency to audit one or more specific programs as a major program.
- i. We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the *OMB Compliance Supplement*, relating to federal awards and confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards.
- j. We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material, compliance requirements,

including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.

- k. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l. Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR part 200, subpart E).
- m. We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- n. We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- o. We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- p. There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- q. No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the period covered by the auditor's report.
- r. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- s. The copies of federal program financial reports we provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- t. We have charged costs to federal awards in accordance with applicable cost principles.
- u. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- v. We are responsible for the auditee section of the Data Collection Form as required by the Uniform Guidance.
- w. We are responsible for and have ensured the reporting package does not contain protected and personally identifiable information.

- x. We are responsible for taking corrective action on each audit finding of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance, if applicable.

Signature:  Signature:   
Title: Superintendent Title: Asst Supt for Business

Phone: (631) 331-8888  
Fax: (631) 331-8834



## MUNICIPAL ADVISOR SERVICES AGREEMENT

THIS MUNICIPAL ADVISOR SERVICES AGREEMENT (the "Agreement") is entered into as of, \_\_\_\_\_ (the "Effective Date") between the Rocky Point Union Free School District, ("District") and Munistat Services, Inc. ("Munistat") (collectively referred to herein as the "Parties").

### RECITALS

WHEREAS, Munistat is a Municipal Advisory firm specializing in municipal finance and municipal government related matters; and

WHEREAS, the District desires to engage Munistat to provide certain services relative to the issuance of the certain obligations as set forth in **Appendix A** ("Work Orders"), and Munistat desires to provide services to the District in connection with such Work Orders.

### AGREEMENT

NOW THEREFOR, the Parties agree as follows:

1. Municipal Advisory Services. The Parties hereto agree that Munistat shall provide those services set forth in the Work Orders, and Munistat's services as the District's Municipal Advisor shall be expressly limited to the services noted therein.
2. Term and Termination. This Agreement shall be effective as of the Effective Date and shall remain in effect until terminated by either party upon (30) days written notice; provided, however, that in the event of termination of any such engagement, Munistat reserves that right to assess fees for any work performed pursuant to a Work Order in accordance with the Fee Schedule set forth in **Appendix B**.
3. Agreement to Provide Information. The District agrees to provide Munistat with factual, not misleading information as shall be required by Munistat in furtherance of the services set forth herein, including financial statements, budgets, and other relevant documents. The District further agrees to not intentionally omit any material information relevant to Munistat's provision of services. Munistat agrees to promptly amend or supplement this Agreement to reflect any material changes or additions to this Agreement, including material changes to the information provided.
4. Compensation. Munistat shall receive a fee for any services rendered to the District pursuant to this Agreement in accordance with the fee schedule set forth in Appendix B attached hereto and incorporated herein by reference.

5. Indemnity. Each party shall defend, indemnify and hold harmless the other from and against any and all claims, demands, expenses, cost or causes, arising out of or in connection with any claim, suit, action, or proceeding for personal injury, death or property damage sustained or incurred as a result of any act, failure, or default by the other party's employee while acting within the scope of their duties as determined by this Agreement.
  
6. Required Regulatory Disclosures. Munistat is registered as a "Municipal Advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission ("SEC") (Registration #867-00429) and the Municipal Securities Rulemaking Board ("MSRB") (Registration #K0114). As part of this SEC registration Munistat is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Munistat. Pursuant to MSRB Rule G-42, Munistat is required to disclose any legal or disciplinary event that is material to the District's evaluation of Munistat or the integrity of its management or advisory personnel. Munistat has determined that no such event exists. Copies of Munistat's filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either "Munistat Services Inc." or for our CIK number which is 0001608472.

The MSRB has made available on its website ([www.msrb.org](http://www.msrb.org)) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

7. Disclosure of Conflicts of Interest. The District acknowledges that it has received those disclosures set forth and contained within **Appendix C** attached hereto and incorporated herein by reference. The District further acknowledges that it has been given the opportunity to raise questions and discuss such disclosures with Munistat and that it fully appreciates the nature of such disclosures and any and all conflicts noted therein. The District hereby waives such conflicts and authorizes Munistat to provide services pursuant to this Agreement. From time to time, Munistat may provide additional conflict of interest disclosures to the District as noted in Appendix C. In this regard, District hereby authorizes the Assistant Superintendent for Business to acknowledge and/or waive any such additional conflict of interest disclosures of Munistat on behalf of the District.

Munistat certifies, under penalty of perjury, that it has and implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Our policy meets the requirements of section 201-g of the Labor Law.

*[Signature page follows]*

**SIGNATURE PAGE**

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed by their respective representatives as of the date first written above.

**ROCKY POINT UNION FREE  
SCHOOL DISTRICT**

**MUNISTAT SERVICES, INC.**

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: \_\_\_\_\_

Name: Noah Nadelson

Title: \_\_\_\_\_

Title: Chief Executive Officer

## APPENDIX A

### SERVICES

#### FOR THE TANS

1. All necessary research and analysis for, and preparation of, the Preliminary Official Statement, in accordance with the SEC Disclosure Regulations.
2. If a rating on the TAN's is requested, we will submit all required documents and information to the appropriate rating agency and represent the District in the credit evaluation conference call.
3. Supervise word processing and proofreading of the Preliminary Official Statement and Notice of Sale and effect electronic dissemination of such documents to prospective bidders.
4. Preparation and filing of required documents for The Depository Trust Company (DTC).
5. Be present at the bid opening; arrange for and be present to assist at the closing.
6. Preparation and distribution of Final Official Statements in accordance with purchasers' requests.
7. Preparation of the computation of note interest due for use in the budget and cash flow processes.

#### FOR THE SEC FILING REQUIREMENT

As the District's designated dissemination agent, we will be responsible for all necessary research and analysis in order to prepare the Annual Information Statement as required and will file it together with the audited financial statements of the District, on or before the due date with The Electronic Municipal Market Access System ("EMMA") accordance with SEC Rule 15c12-12 and the District's Undertaking to Provide Continuing Disclosure. We will also be responsible for the filing of all Notices of Material Events with EMMA at no additional charge.

**APPENDIX B**

**FEE SCHEDULE**

The all-inclusive fee for our services will be \$9,000 (\$6,500 for the TAN's and \$2,500 for the SEC filing). The administrative and out-of-pocket costs, such as postage, word processing, overnight delivery charges, website posting, email distribution of Final Official Statements, state filings, submission of documents to ratings agencies and The Depository Trust Company, copies and scanning are included in the fees set forth above.

## APPENDIX C

### **DISCLOSURE OF CONFLICTS OF INTEREST**

#### **FIXED FEE**

Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. There may be additional conflicts of interest if the municipal advisor's fee is contingent upon the successful completion of a financing, as described below.

#### **CONTINGENT COMPENSATION**

The fees to be paid by the District to Munistat Services, Inc. are contingent on the successful closing of the transaction. Although this form of compensation may be customary, it presents a conflict because Munistat Services, Inc. may have an incentive to recommend unnecessary financings to the District. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, Munistat Services, Inc. may have an incentive to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Munistat Services, Inc. manages and mitigates these conflicts primarily by adherence to the fiduciary duty which it owes to municipal entities which require it to put the interests of the District ahead of its own.

#### **OTHER MATERIAL CONFLICTS OF INTEREST**

Munistat Services, Inc. has determined, after exercising reasonable diligence, that it has no other known material conflicts of interest that would impair its ability to provide advice to the District in accordance with its fiduciary duty to municipal entity-clients. To the extent any such material conflicts of interest arise after the date of this Agreement, Munistat Services, Inc. will provide information with respect to the District and such additional information shall be incorporated by reference into this Agreement to the same extent as if set forth herein.

**SOUTH HUNTINGTON UNION FREE SCHOOL DISTRICT**  
60 Weston Street  
Huntington Station, New York 11746

Phone: (631) 812-3004  
FAX: (631) 812-3005

March 2020

Mr. Scott O'Brien  
Superintendent  
Rocky Point Union Free School District  
90 Rocky Point-Yaphank Road  
Rocky Point, New York 11778

Dear Mr. O'Brien:

We are enclosing two (2) copies of the Health and Welfare Service Agreement covering health services to be furnished during the school year 2019-2020 for resident students who attend St. Anthony's High School, Long Island School for the Gifted and or Huntington Montessori located in the South Huntington Union Free School District, Huntington Station, New York. Please obtain the necessary signatures and return one (1) copy to this office.

We are also enclosing a listing of students residing in your district, an invoice for the total amount due, and a Health Services cost breakdown. If you have any questions, please contact Susan Sedacca at 631-812-3004.

Listed below is a statement of cost per pupil:

Professional Services	\$794.90
Supplies and Equipment/Contractual	5.73
	<u>\$800.63</u>

If you have any questions, please do not hesitate to contact Susan Sedacca at 631-812-3004.

Very truly yours,



Vito D'Elia, Ed.D.

Assistant Superintendent for Business and District Operations

SS  
Enclosures

## HEALTH AND WELFARE SERVICES AGREEMENT

This Agreement is entered into this first day of July, 2019 by and between the Board of Education of the South Huntington Union Free School District (hereinafter "PROVIDER"), having its principal place of business for the purpose of this Agreement at 60 Weston Street, Huntington Station, New York 11746, and the Board of Education of the ROCKY POINT UNION FREE SCHOOL DISTRICT (hereinafter "SENDER"), having its principal place of business for the purpose of this Agreement at 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778.

### WITNESSETH

WHEREAS, South Huntington UFSD is authorized pursuant to Section 912 of the Education Law, to enter into a contract with SENDER for the purpose of having South Huntington UFSD provide health and welfare services to children residing in SENDER and attending a non-public school located in the South Huntington UFSD,

WHEREAS, certain students who are residents of SENDER are attending non-public schools located in South Huntington UFSD,

WHEREAS, South Huntington UFSD has received a request(s) from said non-public schools for the provision of health and welfare services to the aforementioned students,

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

1. The term of this Agreement shall be from July 1, 2019 through June 30, 2020 inclusive.
2. South Huntington UFSD warrants that the health and welfare services will be provided by licensed health care providers. South Huntington UFSD further represents that such services shall be performed by health care providers that are licensed under the laws of the State of New York, including New York State Department of Health and the State Education Department licensing requirements, if applicable. South Huntington UFSD further represents that such services will be in accordance with all applicable provisions of Federal, State, and local laws, rules, and regulations, including Section 912 of the Education Law, and the student's IEP, if applicable. South Huntington UFSD shall certify that all service providers possess documentation evidencing such license qualifications as required by Federal, State, and local laws, rules, regulations and orders.
3. South Huntington UFSD understands and agrees that it will comply and is responsible for complying with all applicable Federal, State, and local laws, rules, and regulations with respect to the services provided pursuant to this Agreement.
4. The services provided by South Huntington UFSD shall be consistent with the services available to students attending public schools within the South Huntington UFSD; and may include, but are not limited to:
  - a. all services performed by a physician, physician assistant, registered professional nurse, nurse practitioner, school psychologist, school social worker, or school speech therapist,
  - b. vision and hearing screening examinations,

- c. the taking of medical histories and the administration of health screening tests,
- d. the maintenance of cumulative health records, and
- e. the administration of emergency care programs for ill or injured students.

*It is expressly understood and agreed between the parties that the services to be provided pursuant to this Agreement shall not include any teaching services.*

5. In exchange for the provision of health and welfare services pursuant to this Agreement, SENDER agrees to pay South Huntington UFSD the sum of \$800.63 per eligible pupil for the 2019-2020 school year.
6. SENDER shall pay South Huntington UFSD within thirty (30) days of SENDER's receipt of a detailed written invoice from South Huntington UFSD. Said invoice shall specify the services provided, dates that the invoice covers, and the total amount due for the period specified.
7. If, during the term of this Agreement, a student becomes eligible to receive services pursuant to this Agreement, South Huntington UFSD shall undertake to provide services pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
8. If, during the term of this Agreement, a student ceases to be eligible to receive services pursuant to this Agreement, South Huntington UFSD shall no longer be responsible for providing services to that student pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
9. South Huntington UFSD shall furnish any supplies or equipment necessary to provide the services pursuant to this Agreement to the extent such items are not provided by the non-public school.
10. Both parties agree to provide the State access to all relevant records which the State requires to determine either South Huntington UFSD's or SENDER's compliance with applicable Federal, State, or local laws, rules, or regulations with respect to provision of services pursuant to this Agreement. Both parties agree to retain all materials and records relevant to the execution or performance of their obligations pursuant to this Agreement in accordance with the record retention requirements for such materials and records.
11. Both parties to this Agreement understand that they may receive and/or come into contact with protected health information as defined by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) 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.
12. Both parties, their employees, and/or agents agree that all information obtained in connection with the services performed pursuant to this Agreement is deemed confidential information. Both parties, their employees, and/or agents shall not use, publish, discuss, disclose or communicate the contents of such information, directly or indirectly with third parties, except as provided for in this Agreement. Both parties

further agree that any information received by either party's employees and/or agents in connection with this Agreement which concerns the personal, financial, or other affairs of the parties, their employees, agents, and/or students will be treated as confidential and will not be revealed to any other persons, firms, organizations, or third parties. In addition, both parties agree that information concerning any student covered by the terms of this Agreement shall not be released except as provided for by applicable law, rule, or regulation, including but not limited to the Family Educational Rights and Privacy Act (FERPA).

13. Neither party 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.
14. All notices which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:  
  
    PROVIDER:           Superintendent of Schools  
                            South Huntington Union Free School District  
                            60 Weston Street, Huntington Station  
                            New York 11746  
  
    SENDER:             Superintendent of Schools  
                            Rocky Point UFSD  
                            90 Rocky Point-Yaphank Road  
                            Rocky Point, NY 11778
15. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
16. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement.
17. Should any provision of this Agreement, for any reason, be declared invalid and/or unenforceable, such decision shall not affect the validity of the remaining provisions of this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provision(s) eliminated.
18. This Agreement 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 in Federal District Court for the Eastern District of New York 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

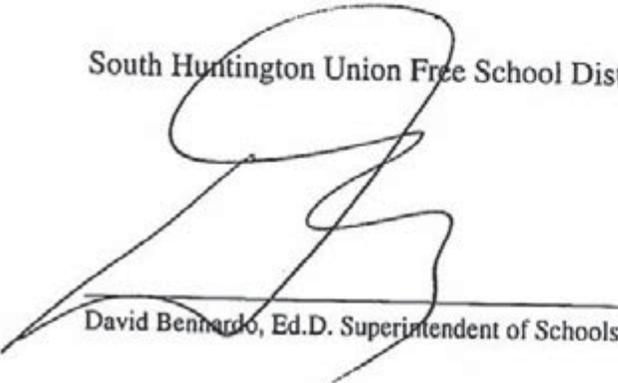
each of the parties waives any objection which it may have based on improper venue or *forum non conveniens* to the conduct of and proceeding in any such court.

19. This Agreement is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: agreements, proposals, understandings, representations, conditions or covenants between the parties relating to the subject matter of the Agreement.
20. This Agreement may not be changed orally, but only by an Agreement, in writing, signed by authorized representatives of both parties.
21. It is mutually agreed that this contract shall not become valid and binding upon either party until the contract is approved by the Superintendent of Schools for the South Huntington UFSD.

IN WITNESS WHEREOF, the parties have set their hands and seals the day and year written above.

South Huntington Union Free School District

Rocky Point UFSD



\_\_\_\_\_  
David Benardo, Ed.D. Superintendent of Schools

\_\_\_\_\_  
Superintendent of Schools

South Huntington Union Free School District

Rocky Point UFSD



\_\_\_\_\_  
Nicholas Ciappetta, President, Board of Education

\_\_\_\_\_  
President, Board of Education

202009617

Rocky Point 11778

<b>Issue Date</b>
03/02/2020

**SOUTH HUNTINGTON UFSD**  
**ADMINISTRATION BUILDING**  
**60 WESTON STREET**  
**HUNTINGTON STATION, NY 11746-4098**

<b>Invoice Number</b>
<b>337-20A</b>



# INVOICE

<b>Issued To:</b>
Rocky Point Union Free School District 82 Rocky Point-Yaphank Road Rocky Point, NY 11778
051852

Item Number	Item Description	Amount
	<b>HEALTH SERVICES 2019-2020</b>	
	HEALTH SERVICES FOR STUDENTS ATTENDING NON-PUBLIC SCHOOLS LOCATED IN SOUTH HUNTINGTON UFSD FOR THE 2019-2020 SCHOOL YEAR.  ST. ANTHONY'S HIGH SCHOOL - 1 STUDENT @ \$800.63= \$800.63 1.0000 @ 800.6300	800.63
<b>Invoice Total</b>		<b>800.63</b>

PLEASE MAKE CHECK PAYABLE TO: SOUTH HUNTINGTON UFSD - GENERAL FUND  
 IF YOU HAVE ANY QUESTIONS REGARDING ABOVE, PLEASE CALL SUSAN SEDACCA - 631-812-3004

**South Huntington UFSD  
Health Services Rate Calculation  
2019-2020 School Year**

<b>SPEECH THERAPISTS</b>		
Salaries	1,337,922.04	
Benefits	456,802.65	
<b>PSYCHOLOGISTS</b>		
Salaries	1,427,507.40	
Benefits	473,757.33	
<b>SOCIAL WORKERS</b>		
Salaries	1,000,752.00	
Benefits	346,841.61	
<b>REGISTERED NURSES</b>		
Salaries	1,022,801.72	
Benefits	412,808.40	
<b>TOTAL SALARIES</b>		<b>4,788,983.16</b>
<b>TOTAL BENEFITS</b>		<b>1,690,209.99</b>
<b>DR. JACK GEFFKEN</b>		<b>35,000.00</b>
<b>RELATED EXPENSES - Supplies, materials, equipment, etc.</b>		<b>46,956.31</b>
<b>GRAND TOTAL</b>		<b>6,561,149.46</b>
<b>ENROLLMENT:</b>		
Public School	5,849	
St. Anthony's HS	2,411	
Long Island School for the Gifted	161	
Huntington Montessori	31	
F1 Foreign Exchange Students	(257)	
<b>TOTAL ENROLLMENT</b>		<b>8,195</b>
<b>TOTAL COST PER STUDENT</b>		<b>800.63</b>

Reimbursement should be based on an expense per student.<sup>1</sup>

$$\text{Expense per Student} = \frac{\text{Total Cost of all Health Services}}{\text{Total Pupils Covered}}$$

#### Total Cost of all Health Services

- May be based initially on the total amount appropriated in the annual budget of the school district for health and welfare services<sup>2</sup>
- Should be recomputed based on actual expenditures for all health and welfare services divided by the same pupil count noted above at the conclusion of the school year. Refunds or additional charges should be made based upon this re-computation.
- Additional expenses that may be included in the cost of health and welfare services and billed to other school districts:
  - Health related consumable supplies and materials, travel for health services staff, equipment maintenance and repair fees<sup>3</sup>
  - Share of the cost of a Director of Pupil Personnel Services based upon the amount of time devoted to the health services program and related matters<sup>4</sup>
  - Costs for health service clerical salaries and benefits<sup>5</sup>

#### Total Pupils Covered

- Includes resident and non-resident public and non-public school enrollment within the school district (as of BEDS day).<sup>6</sup> SED has stated there is no requirement that a student attending a non-public school register with the district where they reside. It is therefore not a valid reason for a district to deny payment for health and welfare services.
- SED has stated that if a public-school district operates a state funded full or half-day Pre-K program and a non-public school that receives health and welfare services from the public-school district also offers a Pre-K program like the state grant programs, it is appropriate to include both the public school and non-public school Pre-K enrollment (as of BEDS Day) in the student count used to determine the per student cost for health and welfare billing purposes.
- Students who are legal residents of other states as well as foreign exchange students attending non-public schools in NYS should not be included in the BEDS day enrollment count used to determine the per student cost of health and welfare services.

<sup>1</sup> Decision by Commissioner of Education #13,755

<sup>2</sup> 1984 SED Health Services Guidance

<sup>3</sup> 1984 SED Health Services Guidance

<sup>4</sup> Decision by the Commissioner of Education # 13,952

<sup>5</sup> 1984 SED Health Services Guidance

<sup>6</sup> Ibid.

STATE AID 3-YEAR BEDS DAY ENROLLMENT SUMMARY

MODIFIED DATE: 2/8/2020

580413 South Huntington Union Free School District

Row Description [1]	2019 Total 5,849	October BEDS Day			
		Out- lier [8]	Fall 2019 [2]	Fall 2018	Fall 2017
1 SIRS: KH (Kindergarten Half-day)			0	0	0
2 SIRS: KF (Kindergarten Full-day)			399	396	413
3 SIRS: GRADES 1-3			1,183	1,169	1,230
4 SIRS: GRADES 4-6			1,306	1,310	1,370
5 SIRS: UGE (UnGraded Elementary)			8	7	7
6 SIRS: GR 7-12			2,907	2,789	2,820
7 SIRS: UGS (UnGraded Secondary)			46	53	54
8 SIRS: NON RESIDENT STUDENTS ENROLLED IN PUBLIC SCHOOLS IN THIS DISTRICT			0	0	0
9 SIRS: RESIDENT STUDENTS ENROLLED IN PUBLIC SCHOOLS IN ANOTHER DISTRICT FOR WHOM THIS DISTRICT IS PAYING OR COULD BE CHARGED TUITION [5]			1	1	0
10 BEDS ONLINE: RESIDENT STUDENTS ENROLLED IN NON-PUBLIC SCHOOLS W TUITION PAID BY PARENTS OR OTHERS - AS REPORTED TO SED BY NONPUBLIC SCHOOLS [3][5]			463	497	521
11 SIRS: RESIDENT STUDENTS WITH DISABILITIES ENROLLED IN BOCES FULL TIME [5]			37	34	44
12 SIRS: RESIDENT GENERAL EDUCATION STUDENTS ENROLLED IN BOCES FULL TIME [5]			1	1	2
13 SIRS: APPROVED PRIVATE SCHOOL OR SPECIAL ACT SCHOOL (4405 PUPILS) [5]			34	35	37
14 SIRS: NYS SCHOOL FOR THE DEAF AT ROME OR NYS SCHOOL FOR THE BLIND AT BATAVIA [5]			0	0	0
15 BEDS ONLINE: RESIDENT AND NON RESIDENT PUPILS ATTENDING NON PUBLIC SCHOOLS IN THIS DISTRICT - AS REPORTED TO SED BY NONPUBLIC SCHOOLS [3][5]			2,639	2,681	2,610
16 SIRS: RESIDENT HOMEBOUND STUDENTS EDUCATED AT DISTRICT EXPENSE [5]			19	22	21
17 SIRS: K-6 FREE LUNCH ELIGIBLE APPLICANTS			1,352	1,395	1,486
18 SIRS: 7-12 FREE LUNCH ELIGIBLE APPLICANTS			1,372	1,331	1,336
19 SIRS: K-6 REDUCED PRICE LUNCH ELIGIBLE APPLICANTS			+ 156	79	98
20 SIRS: 7-12 REDUCED PRICE LUNCH ELIGIBLE APPLICANTS			+ 132	87	75
21 SIRS: UNIV PREK ENROLL - 1/2 DAY RES NONRES IN DISTRICT CLASSROOMS			+ 33	0	0
22 SIRS: UNIV PRE-K ENROLL: FULL DAY RES NONRES IN DISTRICT CLASSROOMS			0	0	0
23 SIRS: UNIV PRE-K ENROLL: 1/2 DAY RES NONRES IN CBO SETTINGS			72	61	91
24 SIRS: UNIV PRE-K ENROLL: FULL DAY RES NONRES IN CBO SETTINGS			0	0	0
25 SIRS: UNIV PRE-K ENROLL: NON-RESIDENT			0	0	0
26 SIRS: RESIDENT CHARTER SCHOOL ENROLLMENT - AS REPORTED TO SED BY CHARTER SCHOOLS [4]			0	0	0
27 SIRS: RESIDENT AND NONRESIDENT CHARTER SCHOOL ENROLLMENT ATTENDING WITHIN THIS DISTRICT - AS REPORTED TO SED BY CHARTER SCHOOLS [4]			0	0	0

**Resident and Non-Resident Pupils Attending Non-Public Schools In This District On BEDS Day - Fall 2019**

**MODIFIED\_DATE:  
2/8/2020**

**South Huntington Union Free School District**

**580413**

Non-Public School Name	Non-Public School ID:	Kindergarten through Grade 6 Count:	Grade 7 through Grade 12 Count:
* DAYTOP PREP SCHOOL	580413999321	0	10
* GERSH ACADEMY - WEST HILLS	580413996468	10	9
HUNTINGTON MONTESSORI-NORTHSHORE LRN	580413995755	31	0
LONG ISLAND SCHOOL FOR THE GIFTED	580413998548	114	47 = 161
* LONG ISLAND WHOLE CHILD ACADEMY	580413996295	6	1
ST ANTHONY'S HIGH SCHOOL	580413175554	0	2411

*\* We do not provide Health Services for these schools.*

Emp #	Position	BargainingUnit	RateType	SalarySchd.	SalaryGrd.	SalaryStep	FTE	Salary	TRS	FICA/MEDI	HEALTH	DENTAL	LIFE	LTD	
04467	20ST-001-SPEECH THERAPIST	SHTA	Salary	SHTA	MA30	4	1.0000	73,374.00	6,500.94	5,613.11	10,580.82	105.60	146.52	42.00	
04840	20ST-017-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	11	1.0000	84,345.00	7,472.97	6,452.39	3,000.00	0.00	168.36	42.00	
05077	20ST-006-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	4	1.0000	69,225.00	6,133.34	5,295.71	24,481.74	198.00	138.60	42.00	
05817	20ST-003-SPEECH THERAPIST	SHTA	Salary	SHTA	MA60	24	1.0000	137,478.00	12,180.55	10,517.07	24,481.74	198.00	198.00	42.00	
00077	20ST-004-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	20	1.0000	107,333.00	9,509.70	8,210.97	12,240.88	289.44	198.00	42.00	
04432	20ST-018-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	3	1.0000	67,208.00	5,954.63	5,141.41	24,481.74	289.44	134.64	42.00	
04057	20ST-007-SPEECH THERAPIST	SHTA	Salary	SHTA	MA30	6	1.0000	77,843.00	6,896.89	5,954.99	11,520.84	0.00	154.44	42.00	
00322	20ST-009-SPEECH THERAPIST	SHTA	Salary	SHTA	MA30	24	1.0000	134,906.00	11,952.67	10,320.31	12,240.88	0.00	198.00	42.00	
04468	20ST-010-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	3	1.0000	67,208.00	5,954.63	5,141.41	11,520.84	0.00	134.64	42.00	
03126	20ST-011-SPEECH THERAPIST	SHTA	Salary	SHTA	MA60	14	1.0000	103,737.00	9,191.10	7,935.88	24,481.74	198.00	198.00	42.00	
04169	20ST-012-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	5	1.0000	71,301.00	6,317.27	5,454.53	24,481.74	198.00	142.56	42.00	
06523	20ST-014-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	24	1.0000	121,549.00	10,769.24	9,298.50	12,240.88	289.44	198.00	42.00	
05097	20ST-002-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	4	1.0000	69,225.00	6,133.34	5,295.71	24,481.74	289.44	138.60	42.00	
01589	20ST-015-SPEECH THERAPIST	SHTA	Salary	SHTA	MA60	23	1.0000	130,973.00	11,604.21	10,019.43	10,580.82	105.60	198.00	42.00	
05313	20ST-019-SPEECH THERAPIST	SHTA	Salary	SHTA	MA	1	0.4000	22,217.04	1,968.43	1,699.60	0.00	0.00	0.00	0.00	
								1,337,922.04	118,539.89	102,351.04	230,816.40	2,160.96	2,348.36	588.00	1,794,724.69

Emp #	Position	BargainingUnit	RateType	SalarySchd.	SalaryGrd.	SalaryStep	FTE	Salary	TRS	FICA/MEDI	HEALTH	DENTAL	LIFE	LTD	
04742	20PS-004-PSYCHOLOGIST	SHTA	Salary	SHTA	MA	3	1.0000	67,208.00	5,954.63	5,141.41	10,580.82	60.00	134.64	42.00	
06491	20PS-001-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	21	1.0000	125,670.00	11,134.38	9,613.76	24,481.74	198.00	198.00	42.00	
03674	20PS-002-PSYCHOLOGIST	SHTA	Salary	SHTA	MA	7	1.0000	74,939.00	6,639.60	5,732.83	24,481.74	289.44	148.56	42.00	
04740	20PS-018-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	4	1.0000	79,824.00	7,072.41	6,106.54	3,000.00	0.00	158.40	42.00	
02542	20PS-005-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	14	1.0000	105,722.00	9,366.97	8,087.73	12,240.88	289.44	198.00	42.00	
04594	20PS-003-PSYCHOLOGIST	SHTA	Salary	SHTA	MA	3	1.0000	67,208.00	5,954.63	5,141.41	10,580.82	105.60	134.64	42.00	
02354	20PS-007-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	17	1.0000	113,851.00	10,087.20	8,709.60	24,481.74	198.00	198.00	42.00	
01588	20PS-008-PSYCHOLOGIST	SHTA	Salary	SHTA	MA45	18	1.0000	112,630.00	9,979.02	8,616.20	24,481.74	289.44	198.00	42.00	
06893	20PS-009-PSYCHOLOGIST	SHTA	Salary	SHTA	MA60	18	1.0000	115,993.00	10,276.98	8,873.46	24,481.74	289.44	198.00	42.00	
01781	20PS-017-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	10	0.8000	76,250.40	6,755.79	5,833.16	0.00	0.00	0.00	42.00	
00036	20PS-011-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	24	1.0000	147,941.00	13,107.57	11,317.49	24,481.74	289.44	198.00	42.00	
06233	20PS-012-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	22	1.0000	134,092.00	11,880.55	10,258.04	12,240.88	289.44	198.00	42.00	
02365	20PS-013-PSYCHOLOGIST	SHTA	Salary	SHTA	MA	17	1.0000	97,814.00	8,666.32	7,482.77	24,481.74	289.44	194.04	42.00	
02573	20PS-014-PSYCHOLOGIST	SHTA	Salary	SHTA	DR	15	1.0000	108,365.00	9,601.14	8,289.92	12,240.88	289.44	198.00	42.00	
								1,427,507.40	126,477.16	109,204.32	232,256.46	2,877.12	2,354.28	588.00	1,901,264.73

Emp #	Position	BargainingUnit	RateType	SalarySchd.	SalaryGrd.	SalaryStep	FTE	Salary	TRS	FICA/MEDI	HEALTH	DENTAL	LIFE	LTD	
00526	20SW-015-SOCIAL WORKER	SHTA	Salary	SHTA	DR	24	1.0000	147,941.00	13,107.57	11,317.49	24,481.74	198.00	198.00	42.00	
02371	20SW-002-SOCIAL WORKER	SHTA	Salary	SHTA	MA45	16	1.0000	105,300.00	9,329.58	8,055.45	24,481.74	289.44	198.00	42.00	
00694	20SW-003-SOCIAL WORKER	SHTA	Salary	SHTA	MA15	24	1.0000	128,083.00	11,348.15	9,798.35	12,240.88	289.44	198.00	42.00	
03971	20SW-004-SOCIAL WORKER	SHTA	Salary	SHTA	MA	7	1.0000	74,939.00	6,639.60	5,732.83	24,481.74	198.00	148.56	42.00	
04573	20SW-005-SOCIAL WORKER	SHTA	Salary	SHTA	MA	3	1.0000	67,208.00	5,954.63	5,141.41	11,520.84	289.44	134.64	42.00	
01854	20SW-007-SOCIAL WORKER	SHTA	Salary	SHTA	MA30	18	1.0000	107,268.00	9,503.94	8,206.00	24,481.74	198.00	198.00	42.00	
00699	20SW-008-SOCIAL WORKER	SHTA	Salary	SHTA	MA60	20	1.0000	121,764.00	10,788.29	9,314.95	10,580.82	105.80	198.00	42.00	
04188	20SW-016-SOCIAL WORKER	SHTA	Salary	SHTA	MA	8	1.0000	77,913.00	6,903.09	5,960.34	22,224.61	289.44	154.44	42.00	
02849	20SW-014-SOCIAL WORKER	SHTA	Salary	SHTA	MA45	12	1.0000	95,397.00	8,452.17	7,297.87	12,240.88	198.00	198.00	42.00	
03885	20SW-012-SOCIAL WORKER	SHTA	Salary	SHTA	MA	7	1.0000	74,939.00	6,639.60	5,732.83	10,580.82	60.00	148.56	42.00	
								1,000,752.00	88,666.63	76,557.53	177,315.81	2,115.36	1,766.28	420.00	1,347,593.61



**SOUTH HUNTINGTON UFSD**

Budget Status Report As Of: 01/14/2020  
Fiscal Year: 2020  
Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Pending Encumbrance	Available Balance
5-12-HTH-163-000	OVERTIME, ADDL HOURS ETC	5,000.00	0.00	5,000.00	380.57	0.00	0.00	4,619.43
5-13-HTH-163-000	OVERTIME, ADDL HOURS ETC	0.00	0.00	0.00	4,220.92	0.00	0.00	-4,220.92
5-14-HTH-163-000	OVERTIME, ADDL HOURS ETC	10,000.00	0.00	10,000.00	761.13	0.00	0.00	9,238.87
5-23-HTH-163-000	OVERTIME, ADDL HOURS ETC	10,000.00	0.00	10,000.00	422.86	0.00	0.00	9,577.14
5-31-HTH-163-000	OVERTIME, ADDL HOURS ETC	5,000.00	0.00	5,000.00	1,339.03	0.00	0.00	3,660.97
5-35-HTH-163-000	OVERTIME, ADDL HOURS ETC	5,000.00	0.00	5,000.00	69.65	0.00	0.00	4,930.35
5-41-HTH-163-000	OVERTIME, ADDL HOURS ETC	5,000.00	0.00	5,000.00	2,541.07	0.00	0.00	2,458.93
5-42-HTH-163-000	OVERTIME, ADDL HOURS ETC	10,000.00	0.00	10,000.00	128.58	0.00	0.00	9,871.42
5-66-HTH-163-000	OVERTIME, ADDL HOURS ETC	10,000.00	0.00	10,000.00	5,074.20	0.00	0.00	4,925.80
3 Overtime, Addl Hours - Object Subtotal		60,000.00	0.00	60,000.00	14,938.01	0.00	0.00	45,061.99
5-12-HTH-170-000	SUBSTITUTES/NON TEACHING	5,000.00	0.00	5,000.00	75.00	0.00	0.00	4,925.00
5-13-HTH-170-000	SUBSTITUTES/NON TEACHING	0.00	0.00	0.00	150.00	0.00	0.00	-150.00
5-14-HTH-170-000	SUBSTITUTES/NON TEACHING	10,000.00	-3,000.00	7,000.00	1,350.00	0.00	0.00	5,650.00
5-23-HTH-170-000	SUBSTITUTES/NON TEACHING	10,000.00	0.00	10,000.00	782.15	0.00	0.00	9,217.85
5-31-HTH-170-000	SUBSTITUTES/NON TEACHING	5,000.00	0.00	5,000.00	1,425.00	0.00	0.00	3,575.00
5-35-HTH-170-000	SUBSTITUTES/NON TEACHING	5,000.00	5,000.00	10,000.00	5,453.62	0.00	0.00	4,546.38
5-41-HTH-170-000	SUBSTITUTES/NON TEACHING	5,000.00	0.00	5,000.00	1,200.00	0.00	0.00	3,800.00
5-42-HTH-170-000	SUBSTITUTES/NON TEACHING	10,000.00	-5,000.00	5,000.00	1,500.00	0.00	0.00	3,500.00
5-66-HTH-170-000	SUBSTITUTES/NON TEACHING	0.00	3,000.00	3,000.00	1,350.00	0.00	0.00	1,650.00
) SUBSTITUTES/NON TEACHING - Object Subtotal		50,000.00	0.00	50,000.00	13,285.77	0.00	0.00	36,714.23
) GENERAL FUND		110,000.00	0.00	110,000.00	28,223.78	0.00	0.00	81,776.22

**SOUTH HUNTINGTON UFSD**  
Budget Status Report As Of: 01/14/2020  
Fiscal Year: 2020  
Fund: A GENERAL FUND

**Selection Criteria**

Criteria Name: Last Run  
Where: Budget.OBJECT>='163'  
Fund: A  
Budget code like: 2815-??-HTH-???-???  
Budget type: Current Year  
Payroll: Yes  
As Of Date: 01/14/2020  
Suppress Budget Accounts with no activity  
Sort by: Fund/Object  
Printed by Karen Vultaggio

**SOUTH HUNTINGTON UFSD**

Vendor Transaction Report  
 Fiscal Year: 2020

Date	PO Number	Invoice Number	Check Number	Trans Group	Addr ID	Fund	Expense/ Non-PO G/L Acct	Budget Code/Subsidiary	Encumbrance	Liquidation	Expense
<b>037-JACK W. GEFFKEN</b>											
01/2019	Issue	20-01246		001313		A		1430-13-PDS-459-000	35,000.00	0.00	0.00
28/2019	Payment	20-01246	2019-MD7	077642		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
05/2019	Payment	20-01246	2019-MD7	077732		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
05/2019	Void	20-01246	2019-MD7	077732		A	522.00	1430-13-PDS-459-000	0.00	-2,833.33	-2,833.33
12/2019	Payment	20-01246	2019-MD8	077816		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
13/2019	Payment	20-01246	2019-MD-9	078148		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
11/2019	Payment	20-01246	2019-1246	078549		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
08/2019	Payment	20-01246	2019-MD11	078942		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
20/2019	Payment	20-01246	2019-MD12	079448		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
10/2020	Payment	20-01246	2020-MD1	079672		A	522.00	1430-13-PDS-459-000	0.00	2,833.33	2,833.33
<b>Total for JACK W. GEFFKEN</b>									<b>35,000.00</b>	<b>19,833.31</b>	<b>19,833.31</b>

**Selection Criteria:**

Output format:  
 Criteria Name: Last Run  
 Transaction types: All  
 Vendor: 024037  
 Purchase orders: Opened, Closed, Cancelled, Approved/NotIssued, Pending/Entry in Progress  
 Dates: from 07/01/2019 to 06/30/2020  
 Sort: Object/Budget Code/PO/Date  
 Printed by Karen Vultaggio

**SOUTH HUNTINGTON UFSD**  
 Budget Status Report As Of: 01/14/2020  
 Fiscal Year: 2020  
 Fund: A GENERAL FUND

Object Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Pending Encumbrance	Available Balance
5-13-HTH-200-000	EQUIPMENT	11,500.00	1,131.90	12,631.90	1,259.99	3,536.00	0.00	7,835.91
0	Equipment - Object Subtotal	11,500.00	1,131.90	12,631.90	1,259.99	3,536.00	0.00	7,835.91
5-13-BOF-409-000	HEALTH SERVICES PROVIDED	210,000.00	0.00	210,000.00	51,464.16	145,012.20	0.00	13,523.64
9	Health Services provided - Object Subtotal	210,000.00	0.00	210,000.00	51,464.16	145,012.20	0.00	13,523.64
5-13-BOF-459-000	OTHER PROFESS AND TECH	10,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00
5-13-HTH-459-000	OTHER PROFESS AND TECH	1,500.00	0.00	1,500.00	81.00	0.00	0.00	1,419.00
9	Other Professional & Tech - Object Subtotal	11,500.00	0.00	11,500.00	81.00	0.00	0.00	11,419.00
5-13-HTH-465-000	EQUIPMENT REPAIR AND CONT	4,000.00	0.00	4,000.00	1,912.00	2,088.00	0.00	0.00
5	Equipment Repairs & Contr - Object Subtotal	4,000.00	0.00	4,000.00	1,912.00	2,088.00	0.00	0.00
5-13-HTH-475-000	TRAVEL AND CONFERENCE	500.00	0.00	500.00	0.00	0.00	0.00	500.00
5	Travel & Conference - Object Subtotal	500.00	0.00	500.00	0.00	0.00	0.00	500.00
5-13-BOF-490-000	BOCES SHARED SERVICE	27,540.00	0.00	27,540.00	10,553.74	16,986.26	0.00	0.00
3	Transportation,BOCES Occu - Object Subtotal	27,540.00	0.00	27,540.00	10,553.74	16,986.26	0.00	0.00
5-12-HTH-500-000	SUPPLIES	1,819.13	0.00	1,819.13	1,315.95	0.00	0.00	503.18
5-13-HTH-500-000	SUPPLIES	15,942.13	0.00	15,942.13	3,450.02	11,550.95	0.00	941.16
5-14-HTH-500-000	SUPPLIES	560.54	0.00	560.54	446.97	0.00	0.00	113.57
5-18-HTH-500-000	SUPPLIES	537.65	0.00	537.65	427.15	0.00	0.00	110.50
5-23-HTH-500-000	SUPPLIES	2,068.39	0.00	2,068.39	1,639.91	0.00	0.00	428.48
5-31-HTH-500-000	SUPPLIES	735.83	0.00	735.83	449.81	0.00	0.00	286.02
5-35-HTH-500-000	SUPPLIES	1,011.63	0.00	1,011.63	718.09	0.00	0.00	293.54
5-41-HTH-500-000	SUPPLIES	948.98	0.00	948.98	586.98	0.00	0.00	362.00
5-42-HTH-500-000	SUPPLIES	1,484.01	0.00	1,484.01	1,294.17	0.00	0.00	189.84
5-66-HTH-500-000	SUPPLIES	2,882.28	0.00	2,882.28	2,703.18	0.40	0.00	178.70
1	SUPPLIES - Object Subtotal	27,990.57	0.00	27,990.57	13,032.23	11,551.35	0.00	3,406.99
1	GENERAL FUND	293,030.57	1,131.90	294,162.47	78,303.12	179,173.81	0.00	36,685.54

12,631.90  
 11,500.00  
 6,000.00  
 15,942.13  
 2,000.00  
 66,000.00

**SOUTH HUNTINGTON UFSD**  
Budget Status Report As Of: 01/14/2020  
Fiscal Year: 2020  
Fund: A GENERAL FUND

**Selection Criteria**

Criteria Name: Last Run  
Where: Budget.OBJECT>='163'  
Fund: A  
Budget code like: 2815-??-???-???-???  
Budget type: Current Year  
Payroll: No  
As Of Date: 01/14/2020  
Suppress Budget Accounts with no activity  
Sort by: Fund/Object  
Printed by Karen Vultaggio

## AGREEMENT

This agreement made on the 21st of April 2020 by and between the Board of Education of the Rocky Point Union Free School District (hereinafter "the Board") and Park East Construction Corp. (hereinafter "Park East") and having its principal place of business for the purpose of this agreement at 266 E. Jericho Turnpike, Huntington Station, NY 11746-7326.

Construction Manager Services: The parties agree that Park East will provide construction manager services as set forth in the Construction Management Services RFP #2442 issued by Nassau BOCES for the projects listed below.

SED# 6-019 Fire Alarm Installation FJC School Building  
SED# 1-014 Fire Alarm Installation JAE School Building  
SED# 5-032 Fire Alarm Installation HS/MS Buildings

Term and Termination: This agreement shall be in effect starting April 21, 2020 and will remain in effect until the capital projects listed above are deemed substantially completed by the District's architect, John A. Grillo or until terminated by either party upon (30) days written notice.

Compensation: Park East shall receive a fee for services rendered to the Board pursuant to this agreement with the fee schedule set forth below. Total fees shall not be greater than **4.75%** of the value of contracts awarded by the Board and assign to the oversight of Park East.

Hourly Rate Schedule: Billing to be on time cards and invoices shall be provided monthly.

Officer in Charge	\$175
Project Manager	\$125
Project Superintendent	\$110
Estimator	\$100
Project Accountant	\$100
Project Administrator	\$75

Insurance: The contractor hereby agrees to effectuate the naming of the Rocky Point UFSD as an additional insured on the contractor's insurance policies, with the exception of workers' compensation.

Commercial General Liability Insurance - \$1,000,000 per occurrence/ \$2,000,000 general and products/completed operations aggregates. The general aggregate shall apply on a per-project basis.

Automobile Liability - \$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles.

Workers' Compensation - Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board.

**Approved and accepted by:**

Park East Construction Corp.

Rocky Point Union Free School District

\_\_\_\_\_  
President

\_\_\_\_\_  
Susan Y. Sullivan  
President, Rocky Point Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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Workers' Compensation - Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board.

### Approved and accepted by:

Park East Construction Corp.

Rocky Point Union Free School District

\_\_\_\_\_  
President

\_\_\_\_\_  
Susan Y. Sullivan  
President, Rocky Point Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **COVID-19 Related Emergency Purchases Resolution**

# **COVID – 19 PAYROLL AUTHORIZATION**

Agreement

This Agreement (this "Agreement") is made and entered into as of the 25 day of March, 2020, by and between the Rocky Point USD (the "School District"), with an address of 90 Rocky Point-Yaphank Rd Rocky Point, NY 11778, and SCOPE EDUCATION SERVICES (hereinafter referred to as "SCOPE" and/or "Licensee") with offices for the transaction of business located at 100 Lawrence Avenue, Smithtown, New York 11787.

WITNESSETH:

WHEREAS, SCOPE represents that it is in the business of providing a school aged child care program; and

WHEREAS, the Governor of New York issued Executive Order 202.4, which states that School Districts are required to provide Emergency Child Care Services to children of first responders and medical service providers; and

WHEREAS, the School District desires to send students of the School District to the Emergency Child Care Services Program ("Program") established in accordance with Executive Order 202.4 as set forth herein; and

WHEREAS, SCOPE agrees to provide such a Program for children of the School District on the terms and conditions set forth herein;

NOW, THEREFORE, the parties agree as follows:

1. Consideration.

The School District agrees to pay an increased membership per week for such services to be provided by SCOPE, for the duration of Executive Order 202.4. This fee will be determined at the conclusion of Executive Order 202.4, not to exceed \$750 per week.

2. Term.

The Term of this Agreement shall be for the period of March 23, 2020 through April 1, 2020. By mutual agreement of the Parties, this Agreement may be extended should the Governor extend the requirements of Executive Order 202.4.

3. SCOPE's Obligations.

During the term of this Agreement, SCOPE shall have the following obligations.

a SCOPE shall provide the Program for children of first responders and medical personnel in accordance with Executive Order 202.4. The Program shall be conducted at a location to be determined by agreements between school districts hosting the Program ("Host Districts"). The Program shall be conducted during the Hours of Operation as defined by the agreements between the Host Districts and SCOPE.

b In connection with the Program, SCOPE shall be responsible for the administration and management of the Program, including, but not limited to (i) the hiring, training, scheduling and payroll of employees, (ii) the programming of a daily schedule, curriculum and activities, (iii) the registration of students, (iv) scheduling (v) billing of clients, and (vi) daily operations of the Program.

c SCOPE shall provide the necessary staff, supplies and equipment to operate the Program. Daily supervision and administration of the children's activities is solely the responsibility of SCOPE. Children enrolled in the Program shall not be allowed to cause disruption to other parts of the school building or grounds, or engage in unruly, dangerous behavior.

d SCOPE shall ensure that a minimum of one designated staff member is on-site daily. The staff shall remain on-site until 7:00 p.m. each day. SCOPE's staff shall remain on-site with any child who has not been picked up by a parent or pre-authorized adult, at the end of each session until the parent or pre-authorized adult has been reached and has arrived at the site to pick up such child.

e SCOPE shall comply with any and all applicable statutes, laws, rules and/or regulations governing the operation of the Program and hereby represents that it has reviewed and is familiar with those rules and regulations which are applicable to its operation of the Program.

f SCOPE shall require an application for employment, together with a criminal background check of every prospective employee. The names of the individuals to be contracted by SCOPE shall be forwarded to the Superintendent of Schools, together with a representation from SCOPE that it has investigated the references of such individuals not currently employed by the District and said individuals are qualified for employment by it. SCOPE acknowledges that it will not hold itself, its officers, its employees, or agents out as employees of the School District. SCOPE, its officers, its employees and/or its agents, while employed by SCOPE, shall not be considered as having employee status for the purposes of any rights, privileges or benefits derived from employment by the School District. SCOPE shall be responsible for the payment of salaries, benefits, FICA, Workers Compensation, Disability and Unemployment Insurance as required by law for its employees only. SCOPE agrees to

investigate in a timely fashion any complaints about staff and report its action to the Superintendent of Schools.

g It is understood and agreed that while on school grounds, SCOPE employees and/or agents shall obey all policies, rules, and regulations of the applicable Host District and must follow all reasonable directives of the Host District's administrator's and employees.

h SCOPE agrees to provide, at its own expense, such materials and supplies as shall be reasonably necessary for the administration of the Program.

i SCOPE shall be responsible for providing food services to those attendees otherwise qualified in accordance with the Plan submitted to the New York State Education Department by the School District at which the Program is delivered.

j SCOPE shall ensure that it maintains a fully stocked first aid kit.

k During the Term of this Agreement, SCOPE shall be solely responsible for the development of marketing materials and advertising of its Program and the expenses associated therewith. SCOPE shall present its advertising plan and its proposed materials to the School District for approval.

l Under no circumstances shall a contractual relationship be deemed to exist between the School District and those that receive services from SCOPE. SCOPE publications shall explicitly state that the Program is not being offered through the School District. This statement shall appear in a form acceptable to the School District in all materials that are prepared by SCOPE and sent to parents of students in the District.

m SCOPE agrees that all student information obtained in connection with the services provided for in this Agreement shall be kept confidential to the fullest extent required by law.

n It is understood and agreed that the parties shall not be responsible for the transportation of children that participate in the program.

**4. School District Obligations.**

During the Term of this Agreement, the School District shall have the following obligations.

a. The School District is responsible for providing SCOPE with contact information for a School District representative to be notified by SCOPE in the event that SCOPE determines there is a need to contact law enforcement agency(s) because of an emergency. In such an emergency, SCOPE shall contact the Superintendent, Dr. Scott O'Brien, at the following number: 631-912-8733. If the Superintendent cannot be reached, SCOPE shall contact at the following number: 631-849-7561. The School District is responsible for providing SCOPE with any changes to the aforementioned information.

5. Insurance.

SCOPE shall purchase from and maintain in a company or companies lawfully licensed to do business in the State of New York such insurance as will protect SCOPE and SCHOOL DISTRICT from claims set forth below for which SCOPE may be legally liable, whether such operations be by SCOPE or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, SCOPE hereby agrees to effectuate the naming of SCHOOL DISTRICT as an additional insured on SCOPE's insurance policies, with the exception of workers' compensation, N.Y. State disability and professional liability. If the policy is written on a claims-made basis, the retroactive date must precede the date of the contract. The policy naming SCHOOL DISTRICT as an additional insured shall:

- a. Purchase an insurance policy from an A.M. Best rated "secured" insurer, licensed in New York State.
- b. State that the organization's coverage shall be primary and non-contributory coverage for SCHOOL DISTRICT, its Board, employees and volunteers.
- c. State that the policy affirmatively provides coverage for claims of negligent hiring, training and supervision, which may arise in the context of sexual molestation, abuse harassment, or similar sexual conduct.
- d. The SCHOOL DISTRICT shall be listed as an additional insured by using endorsement CG 2026 or equivalent. A completed copy of the endorsement must be attached to the certificate of insurance.
- e. The certificate of insurance must describe the specific services provided by the SCOPE that are covered by the commercial general liability policy and the umbrella policy.
- f. At the SCHOOL DISTRICT's request, the SCOPE shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the SCOPE will provide a copy of the policy endorsements and forms.
- g. Required Insurance:
  - i. Commercial General Liability Insurance: \$1,000,000 per occurrence/  
\$2,000,000 aggregate.

- ii. Workers' Compensation and N.Y.S. Disability: Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees. Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board. ACORD certificates are not acceptable. A self-employed person and certain partners and corporate officers are excluded from the definition of "employee" pursuant to Workers' Compensation Law Section 2(4). As such, individuals in such capacity are excluded from Workers' Compensation Law coverage requirements. A person seeking an exemption must file a CE-200 form with the state. The form may be completed and submitted online:
- iii. Professional Errors and Omissions Insurance: \$2,000,000 per occurrence/ \$2,000,000 aggregate for the professional acts of the SCOPE performed under the contract for the SCHOOL DISTRICT. If written on a "claims-made" basis, the retroactive date must pre-date the inception of the contract or agreement. Coverage shall remain in effect for two (2) years following the completion of work.
- iv. Excess Insurance: \$1,000,000 each occurrence and aggregate. Excess coverage shall be on a follow-form basis.
- h. SCOPE acknowledges that failure to obtain such insurance on behalf of the SCHOOL DISTRICT constitutes a material breach of contract. The SCOPE is to provide the SCHOOL DISTRICT with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of the SCHOOL DISTRICT to object to the contents of the certificate or the absence of same shall not be deemed a waiver of any and all rights held by the SCHOOL DISTRICT.
- i. In the event that any of the insurance coverage to be provided by SCOPE contains a deductible, SCOPE shall indemnify and hold SCHOOL DISTRICT harmless from the payment of such deductible, which deductible shall in all circumstances remain the sole obligation and expense of SCOPE.
- j. SCOPE shall provide the SCHOOL DISTRICT with evidence of the above insurance requirements upon execution of the within Agreement. SCOPE further acknowledges that its failure to obtain or keep current the insurance coverage required by this Agreement shall constitute a material breach of contract and subjects SCOPE to liability for damages including, but not limited to, direct, indirect, consequential, special and any other damages SCHOOL DISTRICT sustains as a result of this breach. In addition, SCOPE shall be responsible for the indemnification to SCHOOL DISTRICT of any and all costs associated with such lapse in coverage including, but not limited to, reasonable attorneys' fees.

- k. Prior to commencement of its services, SCOPE shall obtain and pay for insurance as may be required to comply with the indemnification and hold harmless provisions outlined under this Agreement.

6. Termination.

The School District shall have the right to terminate this Agreement at any time, and this Agreement will be terminated immediately upon the reopening of the School District to students. The School District further agrees to make all reasonable efforts not to disrupt the Program.

7. Indemnification.

To the fullest extent permitted by law, SCOPE agrees to defend, indemnify and hold harmless SCHOOL DISTRICT, its officers, directors, agents, or employees against all claims, demands, actions, lawsuits, costs, damages and expenses, including attorneys' fees, judgments, fines and amounts, arising from any act, omission, error, recklessness or negligence of SCOPE, its officers, directors, agents or employees in connection with the performance of services pursuant to this Agreement. The obligations pursuant to this provision shall survive the termination of this Agreement.

8. Miscellaneous.

a. Entire Agreement. This Agreement evidences the complete understanding and agreement of the parties with respect to the subject matter hereof and supersedes and merges all previous proposals, communications, representations, understandings and agreements, whether oral or written, between the parties with respect to the subject matter hereof. This Agreement may not be modified except by a writing subscribed to by authorized representatives of both parties.

b. 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 in Federal District Court for the Eastern District of New York 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.

c. Assignment. Neither party shall assign or otherwise transfer this Agreement, in whole or in part, whether by assignment, merger, transfer of assets, sale

of stocks, operation of law or otherwise, nor delegate or subcontract any of its rights or obligations hereunder, without the other party's written consent, except to a wholly owned subsidiary or affiliate of the assigning party.

d. Discrimination Prohibited: Neither SCHOOL DISTRICT nor SCOPE will discriminate against any individual because of his/her age, race, creed, color, national origin, sexual orientation, military status, sex, reproductive health decisions, 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, reproductive health decisions, disability, predisposing genetic characteristics or marital status.

e. Nothing in the Agreement shall be deemed to constitute a partnership, joint venture, association or similar relationship between the parties hereto or constitute either party as agent for the other for any purpose whatsoever. Neither party shall have the authority to bind the other, or to contract in the name of or create a liability against the other as against any third-party in any way or for any purpose. SCOPE acknowledges that it will not hold itself, its officers, its employees or agents as employees of the School District. SCOPE, its officers, its employees and/or its agents, while employed by SCOPE, shall not be considered as having employee status for the purpose of any rights privileges or benefits derived from employment by the School District.

f. 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.

g. Counterparts. This Agreement may be executed in counterparts, all of which shall constitute one single Agreement between the parties hereto.

h. Headings. The headings in this Agreement are for purposes of reference only and shall not in any way limit or affect the meaning or interpretation of any of the terms hereof.

i. The undersigned representatives of SCOPE and the School District hereby

represent and warrant that the undersigned are officers, board members, directors, or agents with full legal rights, power and authority to enter this Agreement on behalf of SCOPE and the School District and bind both parties with respect to the obligations enforceable in accordance with its terms.

j) 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 days after mailing. Notice shall be delivered or mailed to:

SCOPE Education Services  
100 Lawrence Avenue  
Smithtown, New York 11787

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the date first above written.

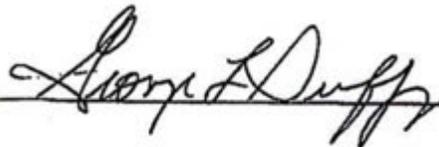
Date: 3/25/2020

By:



SCOPE EDUCATIONAL SERVICES

Date: 3/24/2020



**AGREEMENT** made this 21st day of April by and between the ROCKY POINT UNION FREE SCHOOL DISTRICT ("DISTRICT") maintaining administrative offices located at 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778 and FIRST STUDENT, INC. ("CONTRACTOR") maintaining corporate headquarters at 600 Vine Street, Suite 1400, Cincinnati, OH 45202 with local offices at 82 NY-25A, Shoreham, NY 11786.

**WITNESSETH**

**WHEREAS**, the District recognizes its responsibility to promote and foster school safety and ensure a safe and effective learning environment. After having carefully considered and balanced the rights of privacy with the promotion of discipline, health, welfare and safety of students, the District supports the use of surveillance cameras on contracted buses and/or vans, and

**WHEREAS**, the Contractor owns and maintains video surveillance systems on a portion of its fleet and is willing to grant the District with access to recorded footage, and

**WHEREAS**, District seeks to enter into an agreement with the Contractor whereby the terms and conditions of said agreement are understood by both parties,

**NOW THEREFORE**, the parties agree as follows:

- The use of video surveillance systems on buses and/or vans shall be in conformance with District policy which is appended to this agreement as Appendix A.
- The Contractor will ensure confidentiality from its employees as it relates to accessing/viewing District recordings in accordance with applicable laws and regulations.
- The Contractor will provide any requested video recordings to the District within 48 hours, and it shall be without charge.
- The Contractor will not duplicate or issue copies of any District recordings unless Contractor receives written instructions to do so by the Superintendent of Schools and/or their designee.
- The responsibility for the maintenance of video surveillance systems on buses and/or vans shall be with the Contractor.
- The District recognizes there may be limited times when the buses and/or vans that are equipped with video recording equipment may be out of service for DOT inspections and/or maintenance service requirements. The Contractor will utilize video surveillance systems which can store video recordings in their original form for up to thirty (30) days and secure recordings to avoid tampering.
- The Contractor will provide the District with a minimum of one copy of the necessary software to view and copy the requested video recording records. This shall be without charge to the District.
- This Agreement is subject to review annually on the anniversary date of its execution and may be terminated by either party at any time upon written notice.

In Witness Whereof, the Rocky Point Union Free School District ("DISTRICT") and First Student, Inc. ("CONTRACTOR") have caused this agreement to be executed by their respective duly authorized representatives.

ROCKY POINT UFSD

FIRST STUDENT, INC. (CONTRACTOR)

By \_\_\_\_\_ / /2020  
Susan Y. Sullivan, Board of Education President

By \_\_\_\_\_ / /2020  
\_\_\_\_\_, Pres./Dir./Mngr.

**SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT**

The Board of Education recognizes its responsibility to promote and foster school safety and ensure a safe and effective learning environment. After having carefully considered and balanced the rights of privacy with the District's duty to promote discipline, health, welfare and safety of staff and students, as well as that of the general public who has occasion to use school facilities, the Board supports the use of surveillance cameras when necessary in its schools, its buses and/or on school grounds. District surveillance cameras will only be utilized in public areas where there is no "reasonable expectation of privacy." Audio recordings shall not be utilized by the School District officials; such prohibition does not preclude the use of audio recordings by School District personnel or law enforcement officials in accordance with their official duties and/or as otherwise authorized by law.

To further the Board's objective, the School District's District-wide Safety Team shall meet as appropriate and/or deemed necessary to develop, implement and review District and building level safety practices. The Team shall also make recommendations to the Superintendent regarding the implementation and use of surveillance cameras as authorized by the Board of Education. The Superintendent shall retain final decision-making authority regarding the recommendations of the Safety Team; and he/she shall notify the Board as to the procedures to be implemented with regard to the use of surveillance cameras by the School District.

In determining the most appropriate use and implementation of surveillance cameras in the schools, school buses and/or on school grounds, the District-wide Safety Team's recommendation will be guided by, at a minimum, the following considerations:

- a) Demonstrated need for the device at designated locations;
- b) Appropriateness and effectiveness of proposed protocol;
- c) The use of additional, less intrusive, means to further address the issue of school safety (e.g., restricted access to buildings, use of pass cards or identification badges, increased lighting, alarms);
- d) Right to privacy and other legal considerations (which should be referred to the School Attorney for review and compliance with applicable laws and regulations); and
- e) Expense involved to install and maintain the use of surveillance cameras at designated locations, including school buses and/or on school grounds.

Any camera recording used for surveillance purposes in school buildings, school buses and/or on school property, shall be the sole property of the District; and the Superintendent or his/her designee will be the custodian of such recordings. All camera surveillance recordings that are retained beyond the retention limits of the recording device, will be stored in their original form and secured to avoid tampering and ensure confidentiality in accordance with applicable laws and regulations.

(Continued)

**SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT (Cont'd.)**

Requests for viewing a camera surveillance recording must be made in writing to the Superintendent or his/her designee and, if the request is granted, such viewing must occur in the presence of the District's designated custodian of the recording. Under no circumstances, other than for use by the District as approved by the Superintendent in advance, will the District's camera surveillance recording be duplicated and/or removed from District premises unless in accordance with a court order and/or subpoena.

**Signage/Notification Regarding Use of Surveillance Cameras in School Buildings, School Buses and/or on School Grounds**

Appropriate signage will be posted at entrances to the school campus and/or at major entrances into school buildings notifying students, staff and the general public of the District's use of surveillance cameras.

Students and staff will receive additional notification, as appropriate, regarding the use of surveillance cameras in the schools, school buses and/or on school grounds. Such notification may include, but is not limited to, publication in the District calendar, employee handbook, and student handbook. Such notification does not preclude, as deemed appropriate by administration, the discussion of the use of surveillance cameras with staff and students to heighten awareness and help foster a sense of security.

## MEMORANDUM OF AGREEMENT

The negotiating teams representing the Board of Education of the Rocky Point Union Free School District (“District”) and the Rocky Point Administrators’ Association (“Administrators”) have negotiated in good faith with respect to the terms and conditions of employment for members of the Administrators’ Unit. The parties agree that except as noted below, the terms and conditions of employment contained in the parties’ 2014-2020 collective bargaining agreement shall remain in effect. The terms of this Memorandum of Agreement are subject to ratification by the bargaining unit and approval by the Board of Education. The negotiating teams hereby acknowledge their legal obligation to affirmatively recommend to their respective constituencies approval of this Memorandum of Agreement.

### 1. 5-Year Agreement

- a. July 1, 2020 – June 30, 2025

### 2. Article III Salary

- a. 2020-21: Base salary for unit members listed below {as indicated by their unique employee number} will be based on the following step level and/or dollar amount.

<u>Empl#</u>	<u>2020-21</u>	<u>Step #</u>
4282	\$124,113	2
4148	\$120,402	5
4098	\$120,402	5
4149	\$156,193	7
1412	\$130,002	7
3666	\$130,583	10
3832	\$161,052	11
3010	\$179,734	Off-Step
3828	\$185,652	Off-Step
1599	\$180,104	Off-Step
2412	\$162,954	Off-Step
831	\$180,334	Off-Step
1101	\$195,323	Off-Step

Future step movement shall be based on the above 2020-21 step levels. For example, if employee is at Step 2 in 2020-21, they will be moved to Step 3 effective July 1, 2021.

“Off-Step” will refer to unit members whose base salary is not determined by a salary schedule.

- b. 2021-22: One (1) step for each Administrator below step 13 on the salary schedule. Salary Scale to be increased 0.25% over the 2020-21 Salary Scale. For Administrators off-step who are not eligible to receive step movement, a 2.00% increase shall be applied to their 2020-21 base salary.
- c. 2022-23: One (1) step for each Administrator below step 13 on the salary schedule. Salary Scale to be increased 0.25% over the 2021-22 Salary Scale. For Administrators off-step who are not eligible to receive step movement, a 2.00% increase shall be applied to their 2021-22 base salary.

- d. 2023-24: One (1) step for each Administrator below step 13 on the salary schedule. Salary Scale to be increased 0.25% over the 2022-23 Salary Scale. For Administrators off-step who are not eligible to receive step movement, a 2.00% increase shall be applied to their 2022-23 base salary.
- e. 2024-25: One (1) step for each Administrator below step 13 on the salary schedule. No increase to Salary Scale. For Administrators off-step who are not eligible to receive step movement, a 2.00% increase shall be applied to their 2023-24 base salary.

**3. Article IV - Fringe Benefits**

- a. Section 1 – Health and Dental Insurance
  - i. For all unit members first employed as an Administrator on or after July 1, 2021, District shall pay 82% of the premium for family/individual health and dental insurance plans currently in effect.

**4. Article VI - Retirement**

- a. Section 2, Item (b) – District Service
  - i. Omit “For those Administrators hired on or after July 1, 2007, payment shall be made for each year of consecutive full-time service as an Administrator in the School District.”
- b. Section 2, Item (c) – Incentive Eligibility
  - i. Omit “or who reaches age 55, including Administrators retiring with a penalty under the rules of TRS” and “or age 55”.

**5. Change Title**

- a. CSE/CPSE Administrator to Assistant Director of Pupil Personnel Services.

**6. Collective Bargaining Agreement “Housekeeping” Items**

- a. Remove all existing language concerning salary schedule increases & tax cap-formulaic salary increases.
- b. Remove all existing language regarding NYSHIP Policy Memo 122r3.
- c. Section 5 – Sick Leave Buyout presently under Article IV “Fringe Benefits” incorrectly references Article IV; should be Article VI.
- d. Remove item (b) 10-month Coordinators work year from Section 7 - Vacation Days.
- e. Under Article IX, remove all existing language pertaining to the goals program.

Dated: Rocky Point, NY  
April 21, 2020

**For the District:**

\_\_\_\_\_  
Susan Y. Sullivan  
BOE, President

**For the Administrators:**

  
\_\_\_\_\_  
Michael Gabriel  
Union President

**AGREEMENT**  
**Between the**  
**BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT**  
**And the**  
**ROCKY POINT TEACHERS' ASSOCIATION**

AGREEMENT made this 21st day of April 2020, by and between the Rocky Point Union Free School District ("District") and the Rocky Point Teachers' Association ("Association").

WHEREAS, the Association and the District are parties to a collective bargaining agreement covering the period July 1, 2011 – June 30, 2020; and

WHEREAS a state of emergency has been declared by New York State concerning the outbreak of the COVID-19 virus; and

WHEREAS the outbreak of COVID-19 may result in the cessation of traditional school operations for several weeks/months; and,

WHEREAS the District and the Association agree that every reasonable effort should be made to provide educational programming during any cessation of normal operations; and,

WHEREAS, the District and the Association agree that there is mutual desire to maintain a continuity of learning during cessation of proper educational operation that may last for several weeks/months; and,

WHEREAS, the Association and the District have mutually engaged in planning said distance learning programs,

NOW, THEREFORE, the parties agree as follows:

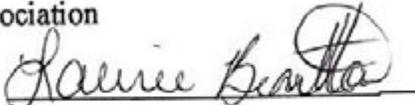
1. If the District is required to close by government order for longer than one week due to the COVID-19 virus, teachers will provide educational support using the District provided and supported platform, eBoard to engage with students.
2. In lieu of performing instructional duties at their worksite, unit members will provide education through online learning using eBoard and other methods of providing feedback and assessing student progress. Online learning will be delivered using materials, assignments and/or guidance that will be uploaded to the designated platform for student retrieval and review. Teachers will be available to review and respond to student questions and inquiries during school hours that apply when in routine operation, via District provided e-mail or platform communication tool. Additionally, in order to continue to meet FAPE requirements for students with disabilities as encouraged by the United States Department of Education, related service providers may also be required to use telepractice (teletherapy and teleinterventions) to continue to meet the needs of students with disabilities. For those required to use such a platform, the platform shall be provided by the district along with any and all training prior to use with students.

Unit members are not required to perform any duties that would not be consistent with their normal assignment with the sole exception of delivery of program through online learning and specific planning and technical activities related to delivery in such a manner.

3. The first day (or more based on circumstances) of any cessation will be used by teachers to prepare materials for the period and to begin to upload materials to the platform. No teacher is required to review student materials on the first day of cessation.
4. Required annual observations shall not include any reference to distance learning instruction. In implementing and performing duties via distance learning as set forth in this Agreement, teachers are deemed to have performed required responsibilities.
5. All terms and conditions of the collective bargaining agreement between the District and the Association are to remain in full force and effect. Entering into this Agreement shall not modify the collective bargaining agreement. Rather, this Agreement shall apply only for the specific and limited purpose of addressing the unique challenges presented by the outbreak of COVID-19. It shall not set any precedent or practice regarding any aspect of the Agreement. This Agreement shall expire and be of no further force and effect upon the conclusion of the 2019-2020 school year, unless extended in writing by the parties.
6. This Agreement shall not be admitted into evidence in any judicial or quasi-judicial forum including but not limited to collective bargaining, grievance arbitration, PERB hearing, court matter or any other similar proceeding except for the purpose of enforcing the provisions of this Agreement. Such enforcement proceeding shall be initiated by the Association in accordance with the grievance and arbitration provision of the collective bargaining agreement.
7. This Agreement may not be amended or modified orally; the Agreement can only be amended or modified by written agreement, signed by authorized representatives of both parties.

In WITNESS THEREOF, the parties hereto have executed this Agreement the day and year first above written.

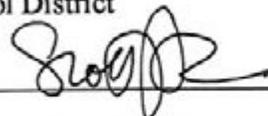
Association

By: 

President

4/8/2020  
Date

School District

By: 

Superintendent of Schools

4/8/2020

## AGREEMENT

### **AGREEMENT made this 2<sup>nd</sup> day of April, 2020 by and between the ROCKY POINT UFSD and the Rocky Point Teachers Association**

WHEREAS, under the terms of Executive Orders of the Governor of the State of New York and directives/memoranda of the New York State Education Dept. it is incumbent upon the District to provide for distance - learning instruction during the period April 6 to April 10, 2020; instruction having been provided on March 16, 2020 and during three snow days that had been attributed to the 2019-2020 school calendar; and

WHEREAS, the unit members of the RPTA were entitled to enjoy a spring break for the period April 6 to April 10, 2020 together with the subject three snow days and March 16, 2020 as non-teaching days; and

WHEREAS, the parties have negotiated this Agreement to provide for appropriate consideration and relief related to the mandated instruction for this 2019-2020 school year;

**NOW THEREFORE IT IS HEREBY STIPULATED AND AGREED that:**

a) five additional personal days will be awarded to members of the teaching staff in consideration of the dislocation to their collective bargaining agreement entitlements and the RPTA's membership's agreement to undertake distance- learning instruction for the subject nine days when instruction was not to have been contractually provided; any of the additional five personal days not utilized during the 2019-20 school year will be carried-over into the 2020-21 school year; should any of the subject five days not have been utilized by the close of the 2020-21

school such days will accrete to the teacher's sick days' allotment and be subject to the CBA's terms pertaining to the payment at retirement for unused sick days.

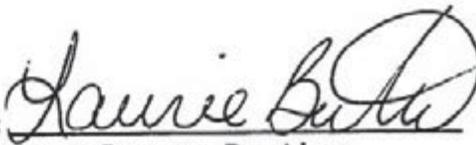
b) the RPTA agrees to the utilization of an additional (a third) Supt.'s Conference Day notwithstanding the CBA's provision for two Supt.'s Conference Days;

c) the parties agree that the provisions of this Agreement are not to be considered as precedent -setting; rather the parties respect that within the ambit of the States of Emergency declared by the State of New York and the County of Suffolk the above adjustments are necessary to preserve to the greatest extent possible the maximum level of instruction able to be provided under the extenuating circumstances of the global COVID-19 crisis while assuring to the District's taxpayers the maximum State Aid to which the District is entitled within the framework of the required 180 day school year, as interpreted and implemented by the NYSED during this 2019-2020 school year.

ROCKY POINT UFSD

By:   
\_\_\_\_\_  
Scott O'Brien, Ed.D., Chief Executive Officer  
Rocky Point UFSD

ROCKY POINT TEACHERS ASSOCIATION

By:   
\_\_\_\_\_  
Laurie Berretta, President  
Rocky Point Teachers Association

## **MEMORANDUM OF UNDERSTANDING**

AGREEMENT made this 21st day of April by and between the ROCKY POINT UNION FREE SCHOOL DISTRICT ("DISTRICT") maintaining administrative offices located at 90 Rocky Point-Yaphank Road, Rocky Point, NY 11778 and DIGITAL PROVISIONS, INC. ("CONTRACTOR") maintaining offices at 3385-E Veteran's Memorial Hwy, Ronkonkoma, NY 11779.

### **WITNESSETH**

**WHEREAS**, the DISTRICT recognizes its responsibility to promote and foster school safety and ensure a safe and effective learning environment.

**WHEREAS**, the CONTRACTOR has provided security platforms including surveillance cameras, door access control, door ajar, blue strobe lights, lockdown activation buttons and license plate readers which support the DISTRICT's security goals.

**WHEREAS**, the DISTRICT seeks to enter into an agreement with the CONTRACTOR whereby confidentiality, conflicts of interest, system changes and network access in connection with provided security platforms are defined and understood by both parties.

**NOW THEREFORE**, the parties agree as follows:

**A. Confidentiality.**

- a. DISTRICT owns security platforms including surveillance cameras, door access control, door ajar, blue strobe lights, lockdown activation buttons and license plate readers. Any footage (live feed or recorded) and/or information obtained via these security systems are the sole property of the DISTRICT.
- b. CONTRACTOR will make every effort to comply with all DISTRICT policies and State, federal, and local laws, regulations, rules, and requirements, including the Family Educational Rights & Privacy Act ("FERPA") related to the confidentiality of records and data security and privacy.
- c. In the event CONTRACTOR obtains any information or data through the DISTRICT's security platforms which is deemed to be confidential pursuant to any applicable statute or regulation, CONTRACTOR and its employees shall maintain the confidentiality of such information and data, subject to reasonable law enforcement objectives.
- d. It is further understood that any and all live and recorded images/audio originating from the DISTRICT's security platforms are not to be made public for any reason without the express written consent of the DISTRICT.
- e. If any and all employees of CONTRACTOR who possess access, rights and permissions to the DISTRICT's security platforms separate employment from the CONTRACTOR, CONTRACTOR will provide evidence to the DISTRICT that access, rights, permissions have been disabled and removed for these employees.

- f. In conjunction with the above terms and in furtherance thereof it is agreed and respected that the DISTRICT wishes to preserve the confidential and proprietary nature of any information, materials, visualizations or any other form of accessed sites that may be disclosed or made available to CONTRACTOR in connection with the DISTRICT's Agreement with it. Accordingly, any information accessed or reviewed by the CONTRACTOR is to remain the sole property of the DISTRICT and is to be considered as such accordingly. No warranties of any kind are given by the DISTRICT with respect to any such confidential information or any use thereof; all such information is to be held in the strictest confidence and shall not be disclosed to any third parties and shall not be used to benefit the CONTRACTOR or its employees. The DISTRICT shall have the right to an immediate injunction and other equitable relief enjoining any breach or threatened breach of this Agreement without the necessity of posting bond or other security.

**B. Conflict of Interests.**

- a. If any such actual or potential conflict of interest arises under this Memorandum of Agreement, CONTRACTOR shall immediately inform the DISTRICT in writing of such conflict.
- b. If, in the reasonable judgment of the DISTRICT, such conflict poses a material conflict to and with the performance of CONTRACTOR's obligations, DISTRICT may terminate service agreement immediately upon written notice to CONTRACTOR; such termination of the service agreement shall be effective upon the receipt of such notice by CONTRACTOR.
  - i. If above termination clause is exercised by the DISTRICT, CONTRACTOR will provide evidence that access, rights, permissions to the DISTRICT's security platforms by any and all employees has been disabled and removed.

**C. Systems Changes & Network Access.**

- a. CONTRACTOR shall provide listing of any and all employees who are assigned access, rights and permissions to the DISTRICT's security platforms. Said list should contain employee's name, access level and permissions at a minimum. CONTRACTOR will provide updated lists as necessary reflecting any additions, deletions or revisions.
- b. CONSULTANT agrees to produce, upon request, and provide audit trails for any and all system changes made. These audit trails will include user name, date, time, and actions when logged into system. Audits will include viewing of video footage as well as notifications of Network Access or access to installed and active systems that are connected to network. Said audit trails will be limited to what audit trail information is normally made available by the installed security systems. CONTRACTOR is not required to keep its own internal audit trails outside of what is normally generated by the installed security systems.

IN WITNESS WHEREOF, the duly designated representatives of the DISTRICT and CONTRACTOR have executed this Memorandum of Understanding and have evidenced their ratification and consent as of the effective date of this Agreement.

**ROCKY POINT U.F.S.D.**

**DIGITAL PROVISIONS, INC.**

By \_\_\_\_\_ / 2020

Susan Y. Sullivan  
Board of Education President

By \_\_\_\_\_ / 2020

\_\_\_\_\_, Pres./Dir./Mngr.

**VOTE TO APPROVE/DISAPPROVE THE BOCES ADMINISTRATIVE  
BUDGET FOR 2020-2021**

**OFFICIAL BALLOT**

**ESBOCES BOARD ELECTION  
TUESDAY, APRIL 21, 2020**

Listed below are the five (5) candidates who are running for the five (5) vacant seats on the Eastern Suffolk BOCES Board.

Please place an "X" next to the name of each candidate for whom a vote has been cast.

\_\_\_\_\_ Walter Denzler  
19 Brandywine Drive  
Setauket, NY 11733  
**(Three Village CSD)**

\_\_\_\_\_ Susan Lipman  
590 Higbie Lane  
West Islip, NY 11795  
**(West Islip UFSD)**

\_\_\_\_\_ Anne Mackesey  
76 High Street  
Sag Harbor, NY 11963  
**(Sag Harbor UFSD)**

\_\_\_\_\_ William Miller  
2 Latimer Avenue  
Coram, NY 11727  
**(Longwood CSD)**

\_\_\_\_\_ Catherine Romano  
52 Monell Avenue  
Islip, NY 11751  
**(Islip UFSD)**

School District: \_\_\_\_\_

**Note:** Please be sure the attached certification form has been signed by the Board Clerk or an authorized official. Place ballot and certification form in red envelope.

**CERTIFICATION FOR ESBOCES BOARD ELECTION**

I, \_\_\_\_\_, District Clerk/Authorized Official of the  
\_\_\_\_\_ School District, do hereby certify that, at a  
public meeting held on Tuesday, April 21, 2020, the Board of Education of the  
\_\_\_\_\_ School District adopted a resolution casting its  
vote for the election of members to the Eastern Suffolk Board of Cooperative  
Educational Services for the person or persons indicated on the attached ballot.

\_\_\_\_\_  
Signature, District Clerk/  
Other Authorized Official

**OFFICIAL BALLOT**

**ESBOCES ADMINISTRATIVE BUDGET VOTE  
TUESDAY, APRIL 21, 2020**

Please place an "X" to indicate the Board of Education's vote on the ESBOCES 2020-21 Administrative Budget.

\_\_\_\_\_ Resolution passed **to approve** the ESBOCES 2020-21 Administrative Budget

\_\_\_\_\_ Resolution passed **not to approve** the ESBOCES 2020-21 Administrative Budget

School District: \_\_\_\_\_

**Note:** Please be sure the attached certification form has been signed by the Board Clerk or an authorized official. Place ballot and certification form in red envelope.

**CERTIFICATION FOR ESBOCES ADMINISTRATIVE BUDGET VOTE**

I, \_\_\_\_\_, District Clerk/Authorized Official of the  
\_\_\_\_\_ School District, do hereby certify that, at a  
public meeting held on Tuesday, April 21, 2020, the Board of Education of the  
\_\_\_\_\_ School District adopted a resolution casting its vote  
on the Administrative Budget of the Eastern Suffolk Board of Cooperative  
Educational Services for 2020-21.

\_\_\_\_\_  
Signature, District Clerk/  
Other Authorized Official

**Rocky Point UFSD  
Personnel Schedule for Board of Education Approval - 4/21/2020**

**4/21/20 Schedule-A Classified Staff**

Last	First	Position	Building	Rate	BOE Date	Amount	Effective Date	Description/Comments
Krase	Dawn	Senior Office Assistant	HS	Annual - Step 9	4/21/2020	36,958	4/1/2020	Promotional appointment. Change in title from Office Assistant to Senior Office Assistant per Civil Service rules and regulations. Salary pro-rated.

**Rocky Point UFSD  
Personnel Schedule for Board of Education Approval - 4/21/2020**

***4/21/20 Schedule-B Certified Staff***

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Katsapis	Elicia	Science Teacher	MS	N/A	4/21/2020	N/A	4/6/2020	Unpaid FMLA leave of absence commencing 4/6/20 through 5/29/20 for the purpose of child care.
Katsapis	Elicia	Science Teacher	MS	N/A	4/21/2020	N/A	5/30/2020	Unpaid leave of absence commencing 5/30/20 through 6/26/20 for the purpose of child care.

**Rocky Point UFSD  
Personnel Schedule for Board of Education Approval - 4/21/2020**

***4/21/20 Schedule-C Non-Teaching Substitutes***

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

**Rocky Point UFSD**  
**Personnel Schedule for Board of Education Approval - 4/21/2020**

*4/21/20 Schedule-D Teaching/Certified Substitutes*

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

**Rocky Point UFSD  
Personnel Schedule for Board of Education Approval - 4/21/2020**

**4/21/20 Schedule-E Co-Curricular Positions 2019/2020**

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Buonconsiglio	Cara	Curriculum Writing	DW	Hourly	4/21/2020	49.00	4/22/2020	Art 7. Funded through Title IIA Grant. Up to thirty (30) hours. 2019/2020 school year
LaBianca	Kristen	Curriculum Writing	DW	Hourly	4/21/2020	49.00	4/22/2020	Art 7. Funded through Title IIA Grant. Up to thirty (30) hours. 2019/2020 school year

**Rocky Point UFSD**  
**Personnel Schedule for Board of Education Approval - 4/21/2020**

***4/21/20 Schedule-F Community Education***

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