

FIRE ISLAND UNION FREE SCHOOL DISTRICT

BOARD OF EDUCATION

Regular Meeting Agenda

July 2, 2024

Following the Annual Organizational Meeting

Voice of the Taxpayer

- ITEM 1 Executive Session – *It is anticipated the Board will enter Executive Session to discuss negotiations with the Fire Island Teacher’s Association and to discuss and receive legal advice with respect to matters leading to the employment and/or discipline of a particular person/s.*
- ITEM 2 Approval of Minutes
- a. Regular Meeting of June 11, 2024
 - b. Work Session/Special Meeting of June 25, 2024
- ITEM 3 Finance
- a. Treasurer’s Report
 - b. Revenue Status Report
 - c. Cash Disbursement Report/s (Payroll, General, Scholarship)
 - d. Cash Balance Report
 - e. Budget Transfer
 - f. Claims Auditor Report
 - g. Warrant/s
 - h. Cash Transfer
- ITEM 4 Superintendent’s Report
- ITEM 5 Correspondence
- a. Thank you and donation
- ITEM 6 Action Items – *Recommended for Approval*
- a. 2024-25 Neptune’s Nurseries Landscaping Contract @ \$15,225.00
 - b. Donation from Federbush & Ferazzoli Family – \$700.00
 - c. Appointment – .6 Music Teacher – *Andrew Laster, PhD + Step 3 @ \$61,479.32*
 - d. 2024-25 Substitute Bus Drivers: *A. Bainbridge, H. Terry, K. Williams @ \$163.60 per day*
 - e. 2024-2025 Part-time Library Clerks – *B. Daidone @ \$24.27 per hour; H. Margolin @ \$22.88 per hour*
 - f. 2024-2025 New Teacher Mentor – *B. Daidone*
 - g. 2024-2025 Building Monitor – *A. Bainbridge @ \$22.88 hourly*
 - h. 2024-2025 Non-Resident Instruction Contract – *1 student @ \$3,469.78*
 - i. 2024-2025 Yearbook Agreement – *School Annual by Jostens @ an estimated base price of \$2,831.00*

- j. 2024-2025 Signatory Resolution:
WHEREAS, the President of the Board of Education of the Fire Island Union Free School District is authorized to sign any and all contracts and agreements entered into by the District on behalf of the Board of Education of the Fire Island Union Free School District; and
WHEREAS, the Board of Education seeks to address the potential unavailability or inability of the President to serve in such capacity should the circumstance arise; now therefore be it
RESOLVED, the Board of Education hereby authorizes the Vice President of the Board of Education as a signatory on any and all contracts and agreements entered into by the District, in the event of the unavailability or inability of the President to serve in such capacity.
- k. 2024-25 Health Insurance Coverage for Domestic Partnerships Resolution:
“WHEREAS, In 1995, NYSHIP agreed to provide participating agencies the option to extend health insurance coverage to domestic partners of eligible employees, subject to certain rules and requirements of NYSHIP; and
WHEREAS, on November 12, 2008, the Board of Education of the Fire Island Union Free School District passed a Resolution electing to extend family health insurance coverage to domestic partners of eligible employees in accordance with the rules and requirements of NYSHIP; and
WHEREAS, the Board of Education of the Fire island Union Free School District no longer elects to extend family health insurance coverage to domestic partners of eligible employees moving forward;
NOW THEREFORE, BE IT RESOLVED, that effective July 1, 2024, the Board of Education of the Fire Island Union Free School District hereby terminates the election of the extension of family health insurance coverage to domestic partners of eligible employees.”
- l. 2024-2025 Board Affiliations & Memberships
- NSBA (National School Board Association)
 - SCOPE
 - NYSSBA (New York State School Boards Association)
 - Nassau-Suffolk School Boards Association
 - Islip Town School Boards Association
- m. 2024-2025 Superintendent’s Affiliations & Memberships
- AASA (American Association of School Administrators)
 - NYSCOSS (New York State Council of School Superintendents)
 - SCSSA (Suffolk County School Superintendent Association)
 - Islip Town Chief School Administrators
 - East End Cluster
- n. 2024-2025 Assistant Superintendent’s Affiliations & Memberships
- ASBO (Association of School Business Officials)

ITEM 7

Public Hearing/1st Reading & Adoption of Policy Revision

a. #5410 – Purchasing

RESOLUTION:

WHEREAS, it is necessary to implement a revised Purchasing policy and accompanying regulations to comply with the New York State Comptroller’s Audit,

BE IT RESOLVED, the Board of Education hereby temporarily suspends all policies requiring a first and/or second reading prior to the adoption of the policy; and it is further

RESOLVED, the Board of Education hereby authorizes the adoption of the attached Purchasing Policy and Regulations.

ITEM 8

Adjournment

Regular Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
June 11, 2024

DRAFT

CALL TO ORDER	The meeting was called to order at 4:31 p.m. by V. President, A. Wood.
MEMBERS PRESENT	L. Kaufman, L. Nowachek, J. Phelan, K. Skelly-Kurka, A. Wood, M. Wyckoff
MEMBERS ABSENT	J. Lippert
OTHERS PRESENT	T. Davey, Superintendent J. Lizza, Assistant Superintendent for Business & Operations R. Roth, School Attorney T. Murphy, District Clerk R. Swierkowski, Treasurer
EXECUTIVE SESSION	A motion was made for the Board to enter executive session at 4:33 p.m. for the purpose of discussing negotiations with the Fire Island Teacher's Association and to receive counsel of the employment of particular person/s. (J. Phelan, L. Nowachek; 6-0) The Board re-entered the regular meeting at 5:25 p.m.
APPROVAL OF MINUTES	Minutes of the following meetings were accepted as read: <ul style="list-style-type: none">• Regular Meeting of May 14, 2024• Public Budget Hearing of May 14, 2024• Work Session of May 28, 2024 (K. Skelly-Kurka, L. Nowachek; 6-0)
TREASURER'S REPORT	Treasurer's Report for the month ended May 2024 was accepted as hereby attached. (M. Wyckoff, J. Phelan; 6-0)
TRIAL BALANCE REPORT	The Board accepts the Trial Balance Report for the month ending May 2024 as hereby attached. (M. Wyckoff, J. Phelan; 6-0)
APPROPRIATION & REVENUE STATUS REPORTS	The Board accepts the Appropriation and Revenue Status Reports for May 2024 as hereby attached. (M. Wyckoff, J. Phelan; 6-0)
CASH DISBURSEMENT REPORTS	The Board accepts the Cash Disbursement reports for May 2024 as hereby attached. (M. Wyckoff, J. Phelan; 6-0)
CASH BALANCE REPORT	The Board accepts the Cash Balance Report as hereby attached. (M. Wyckoff, J. Phelan; 6-0)
VOIDED CHECK REPORT	The Board accepts the Voided Check Report for May 2024 as hereby attached (M. Wyckoff, J. Phelan; 6-0)

Minutes of the June 11, 2024 Regular meeting continued on next page...

BUDGET TRANSFER	The Board approves a budget transfer in the amount of \$22,466.56 as hereby attached. (K. Skelly-Kurka, L. Kaufman 6-0)
WARRANT	The Board hereby approves the presented Warrant, in the amount of \$102,873.68 as presented. (K. Skelly-Kurka, L. Kaufman; 6-0)
CASH TRANSFER	The Board approves a cash transfer in the amount of \$600,000.00 as hereby attached. (K. Skelly-Kurka, L. Nowachek; 6-0)
SUPERINTENDENT'S REPORT	<p>Mr. Davey reported on the following:</p> <ul style="list-style-type: none"> • Welcomed the 2024-25 newly hired teachers to the Fire Island UFSD and the Woodhull School. • Publicly thanked the community for their show of support in passing the 2024-25 budget including the propositions. • Upcoming Field Trips include: <ul style="list-style-type: none"> ○ Grades 1 & 2 visit the LI Children's Museum and the NY Aquarium ○ Grades 3 & 4 went to the LI Museum and Sunken Meadow Park ○ Grades 5 & 6 will have their overnight camping trip in Baiting Hollow, 6th Grade trip to NY City to see <i>Wicked</i> on Broadway ○ Grades 1-6 Annual Fishing trip is Friday, June 21, 2024 • Thank you to the PTA for organizing an after-school End of the Year Party in Ocean Bay Park, on June 18th. • The last week of school will wrap up with lots of fun events and activities: <ul style="list-style-type: none"> ○ Monday, June 24th – Sandcastles, Graduation and Spring Concert ○ Tuesday, June 25th – Field Day with parents ○ Wednesday, June 26 – Beach Clean up & early dismissal ○ Thursday, June 27th – distribution of yearbooks, early dismissal, staff meeting and luncheon • Music Teacher Interviews – moving through the process and expect a recommendation by July 2nd meeting. • Building Project Update: Soundproofing • Transportation Update: two buses (16 & 18) going to BOCES for auction in the next couple of weeks. An RFP for a new bus will be going out. • Enrollment for 2024-25 – We have a number of renewing non-resident instruction contracts, a prospective family with 3 children will be coming for screening, an inquiry from a Coast Guard family with a PreK student, and confirmation of an additional Coast Guard family moving onto the base in the summer with two children.
CORRESPONDENCE	There was no correspondence.

Minutes of the June 11, 2024 Regular meeting continued on next page...

2024-2025 RESOLUTION –
CREATION AND
APPOINTMENT OF THE
POSITION OF
ADMINISTRATIVE
ASSISTANT FOR BUSINESS
AND OPERATIONS

A motion was made to amend the resolution to authorize the Vice President of the Board of Education to sign and execute, rather than the President of the Board of Education.
(L. Kaufman, L. Nowachek; 6-0)

On the recommendation of the Superintendent, the Fire Island Union Free School District Board of Education approves the following resolution:

***RESOLVED**, upon the recommendation of the Superintendent of Schools the Board of Education hereby approves the creation of the position of Administrative Assistant for Business and Operations together with the duties and responsibilities attendant to said position to be effective July 1, 2024, at an initial salary of \$100,000.00.*

***RESOLVED**, the Board of Education hereby appoints Robert Swierkowski to the position Administrative Assistant for Business and Operations effective July 1, 2024, and further approves a benefits agreement with Mr. Swierkowski effective the same date and authorizes the Vice President of the Board of Education to execute the Agreement on behalf of the Board of Education.*
(J. Phelan, M. Wyckoff; 6-0)

2024-2025 RESOLUTION –
TRANSFER OF CAPITAL
RESERVE BALANCES

On the recommendation of the Superintendent, the Fire Island Union Free School District Board of Education approves the following resolution:

***RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools authorizes the transfer of \$60,615 from the Fire Island Union Free School District Capital Reserve Fund established by the voters on May 12, 2009, to the Fire Island Union Free School District Capital Reserve Fund established by the voters on May 18, 2021, for the purpose of funding capital projects and other legally permissible reasons.*

***RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools authorizes the transfer of \$120,220 from the Fire Island Union Free School District Capital Reserve Fund established by the voters on May 20, 2014, to the Fire Island Union Free School District Capital Reserve Fund established by the voters on May 18, 2021, for the purpose of funding capital projects and other legally permissible reasons.*

(K. Skelly-Kurka, L. Kaufman; 6-0)

2024-2025 MONITORING
AND SECURITY
CONTRACT

On the recommendation of the Superintendent, the Board hereby approves a contract with Richard Security, Inc. for monitoring and security for the 2024-2025 school year.

(K. Skelly-Kurka, J. Phelan; 6-0)

2024-2025 USE OF THE
OCEAN BEACH
COMMUNITY GARDEN

On the recommendation of the Superintendent, the Board hereby approves an agreement with Palms West Holdings, LLC, for the Fire Island School District students to use the Ocean Beach Community Garden for the 2024-2025 school year.

(L. Kaufman, M. Wyckoff; 6-0)

2023-2024 NON-RESIDENT
INSTRUCTION CONTRACTS

On the recommendation of the Superintendent, the Board accepts and approves the 2024-2025 Non-Resident Instruction Contracts for students in the following:

- Kindergarten – 1 student @ \$3,001.05
- Grade 2 – 1 student @ \$3,469.78
- Grade 3 – 1 student @ \$3,469.78
- Grade 5 – 1 student @ \$3,469.78
- Grade 6 – 3 students @ \$3,469.78 each

(K. Skelly-Kurka, L. Nowachek; 6-0)

2024-2025 ADULT
EDUCATION
COORDINATOR

On the recommendation of the Superintendent, the Board hereby approves A. Niland as the Adult Education Coordinator for the 2024-2025 school year @ \$10,000.00/year.

(J. Phelan, K. Skelly-Kurka; 6-0)

2023-2024 APPOINTMENTS

On the recommendation of the Superintendent, the Board hereby approves the following appointments for 2023-2024 as presented:

B. Kurka	Watchman Security	\$57.95/day
D. Wyckoff	Watchman Security	\$57.95/day
B. Romeyk	Building Monitor	\$22.88/hour
D. Wyckoff	Building Monitor	\$22.88/hour
Bonnie Metcalf	Library Clerk	\$24.27/hour
Brittany Metcalf	Library Clerk	\$22.88/hour
B. Romeyk	Substitute Bus Driver	\$163.60/day

(J. Phelan, L. Nowachek; 4-0, with K. Skelly-Kurka & M. Wyckoff abstaining.)

PUBLIC HEARING/2ND
READING & ADOPTION OF
POLICY REVISIONS

Following a Public Hearing and second reading, the Board adopts revisions to the following policies:

#2110 – Orienting and Training Board Members

#3110 – Media/Municipal Governments/Senior Citizens

#3271 – Solicitation of Charitable Donations

#5130 – Budget Adoption

#5140 – Administration of the Budget

ADJOURNMENT

The meeting adjourned 5:47 p.m.

(K. Skelly-Kurka, M. Wyckoff; 6-0)

*At the conclusion of the meeting, a drawing was held to choose the recipient of the Fire Island Association Tuition Scholarship for a non-resident student attending Woodhull School in the 2024-25 school year.

Traci Murphy
District Clerk

Work Session Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
June 25, 2024

DRAFT

CALL TO ORDER	<p>The meeting was called to order at 4:33 p.m. by President, J. Lippert.</p> <p>The Board was informed that the minutes will reflect a revised agenda to additionally include:</p> <ul style="list-style-type: none">• Voided Check Report• Budget Transfer• Claims Auditor report
MEMBERS PRESENT	J. Lippert, J. Phelan, K. Skelly-Kurka, A. Wood, M, Wyckoff
MEMBERS ABSENT	L. Kaufman, L. Nowachek,
OTHERS PRESENT	T. Davey, Superintendent J. Lizza, Assistant Superintendent for Business & Operations T. Murphy, District Clerk R. Swierkowski, District Treasurer R. Roth, School Attorney
EXECUTIVE SESSION	<p>A motion was made for the Board to enter executive session at 4:34 p.m. for the purpose of discussing negotiations with the Fire Island Teacher’s Association. (A. Wood, K. Skelly-Kurka; 5-0)</p> <p>The Board re-entered the regular meeting at 6:04 p.m.</p>
VOIDED CHECK REPORT	<p>The Board accepts the Voided Check Report for June 2024, as hereby attached. (A. Wood, J. Phelan; 5-0)</p>
BUDGET TRANSFER	<p>The Board approved the Budget Transfer in the amount of \$16,343.41, as hereby attached. (J. Phelan, K. Skelly-Kurka; 5-0)</p>
CLAIMS AUDITOR REPORT	<p>The Board accepts the Claims Audit Report for the time period of June 7, 2024 – June 21, 2024, as hereby attached. (K. Skelly-Kurka, A. Wood; 5-0)</p>
WARRANT	<p>The Board hereby approves the Warrant in the amount of \$68,361.46 as presented. (A. Wood, K. Skelly-Kurka; 5-0)</p>
CASH TRANSFER	<p>The Board approves a Cash Transfer in the amount of \$80,000.00 as hereby attached. (J. Phelan, M. Wyckoff; 5-0)</p>
2024-2025 ESBOCES COOPERATIVE EDUCATIONAL SERVICES AGREEMENT	<p>On the recommendation of the Superintendent, the Board approves the 2024-2025 Cooperative Educational Services Agreement with ESBOCES @ \$404,433.30. (M. Wyckoff, J. Phelan; 5-0)</p>

Meeting Minutes of June 25, 2024, cont'd...

2024-2025
CSE/CPSE/SECTION 504
CHAIRPERSON
APPOINTMENT

On the recommendation of the Superintendent, the Board approves the appointment of David Levenson as CSE/CPSE/Section 504 Chairperson for the school year 2024-2025 at the daily rate of \$879.12.
(J. Phelan, K. Skelly-Kurka; 5-0)

DISCUSSION

The planned Review of the Spring Benchmark was not discussed at this meeting.

ADJOURNMENT

The meeting adjourned at 6:09 p.m.
(J. Phelan, M. Wyckoff; 5-0)

Traci Murphy
District Clerk

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Account Name	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number Invoice #						
A 204	FNBLI CHECKING						
			BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	18,902.64
06/04/2024	9646		A/R Receipt for Donna Clock - A/R Receipt for Donna Clock	CR-12	599.20	0.00	19,501.84
06/04/2024	9647		A/R Receipt for Dawn Lippert - A/R Receipt for Dawn Lippert	CR-12	599.20	0.00	20,101.04
06/04/2024	9648		A/R Receipt for Evelyn Rahne - A/R Receipt for Evelyn Rahne	CR-12	219.58	0.00	20,320.62
06/04/2024	9649		CASH Receipt 394329Lise Thornber and Lisa EutlerManh Jong 5/30/24	CR-12	20.00	0.00	20,340.62
06/06/2024	9650		A/R Receipt for Loretta Cannon - A/R Receipt for Loretta Cannon	CR-12	658.74	0.00	20,999.36
06/06/2024	9651		A/R Receipt for Kevin Gillespie - A/R Receipt for Kevin Gillespie	CR-12	219.58	0.00	21,218.94
06/06/2024	9652		A/R Receipt for James Fitz - A/R Receipt for James Fitz	CR-12	219.58	0.00	21,438.52
06/07/2024	9653		A/R Receipt for Renee Weil - A/R Receipt for Renee Weil	CR-12	219.58	0.00	21,658.10
06/10/2024	9654		A/R Receipt for Matthew and Christine Ferraro - A/R Receipt for Matthew and Christine Ferraro	CR-12	1,734.89	0.00	23,392.99
06/10/2024	9655		CASH RECEIPT 394330Maria Burke For Manh Jongg 6/5/24	CR-12	20.00	0.00	23,412.99
06/11/2024	9656		A/R Receipt for Patricia Purnhagen - A/R Receipt for Patricia Purnhagen	CR-12	599.20	0.00	24,012.19
06/11/2024	9657		A/R Receipt for Gerard Rohan - A/R Receipt for Gerard Rohan	CR-12	219.58	0.00	24,231.77
06/11/2024	9658		A/R Receipt for Roberta Roesch - A/R Receipt for Roberta Roesch	CR-12	109.79	0.00	24,341.56
06/13/2024	9659		A/R Receipt for Linda Howe - A/R Receipt for Linda Howe	CR-12	219.58	0.00	24,561.14
06/13/2024	9660		A/R Receipt for Appell, Marialaina - A/R Receipt for Appell, Marialaina	CR-12	191.22	0.00	24,752.36
06/17/2024	9661		A/R Receipt for Tyrone & Shyolanda Holland - A/R Receipt for Tyrone & Shyolanda Holland	CR-12	5,867.00	0.00	30,619.36
06/18/2024	9662		A/R Receipt for Lois Thornberg - A/R Receipt for Lois Thornberg	CR-12	219.58	0.00	30,838.94
06/18/2024	9663		A/R Receipt for Margery McKeivitt - A/R Receipt for Margery McKeivitt	CR-12	219.58	0.00	31,058.52
06/24/2024	9664		Return of Petty Cash 23-24	CR-12	130.01	0.00	31,188.53
06/24/2024	9665		A/R Receipt for Christopher Groves & Nicole Bennett - A/R Receipt for Christopher Groves & Nicole Bennett	CR-12	600.00	0.00	31,788.53

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Date	Account Name	Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204		FNBLI CHECKING							
	06/26/2024		99		To record Cash Transfers for June 2024	JE-15	180,000.00	0.00	211,788.53
	06/30/2024				See Cash Disbursement Schedule 25	CD-25	0.00	102,873.68	108,914.85
	06/30/2024				See Cash Disbursement Schedule 27	CD-27	0.00	68,361.46	40,553.39
	06/30/2024		117		To Record June State aid received	JE-15	16,978.25	0.00	57,531.64
Grand Totals:							209,864.14	171,235.14	57,531.64

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Account Name	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number Invoice #						
A 204-1	FNBLI Payroll						
			BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	70,364.12
06/11/2024	92		Payroll 6/14/2024 Balance of Contract	JE-15	3,044.66	0.00	73,408.78
06/26/2024	99		To record Cash Transfers for June 2024	JE-15	500,000.00	0.00	573,408.78
06/26/2024	100		Payroll 6/28/24	JE-15	755.07	0.00	574,163.85
06/30/2024			See Cash Disbursement Schedule 26	CD-26	0.00	440,713.68	133,450.17
Grand Totals:					503,799.73	440,713.68	133,450.17

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Account Name	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number Invoice #						
A 205	FNBLI Money Market						
			BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	4,217,059.64
06/24/2024	94		To record receipt of Tax Payments	JE-15	1,601,099.79	0.00	5,818,159.43
06/26/2024	99		To record Cash Transfers for June 2024	JE-15	0.00	680,000.00	5,138,159.43
06/30/2024	116		To Record June 2024 Interest Received	JE-15	14,507.62	0.00	5,152,667.05
Grand Totals:					1,615,607.41	680,000.00	5,152,667.05

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 206			FNBLI Repair Reserve						
					BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	110,759.96
	06/30/2024	116			To Record June 2024 Interest Received	JE-15	313.21	0.00	111,073.17
Grand Totals:							313.21	0.00	111,073.17

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 207			FNBLI Capital Reserve #2						
					BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	1,043,786.40
	06/30/2024	116			To Record June 2024 Interest Received	JE-15	2,951.69	0.00	1,046,738.09
Grand Totals:							2,951.69	0.00	1,046,738.09

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 208			FNBLI Capital Reserve						
					BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	830,776.92
	06/30/2024	116			To Record June 2024 Interest Received	JE-15	2,349.33	0.00	833,126.25
Grand Totals:							2,349.33	0.00	833,126.25

FIRE ISLAND UFSD

Cash Account Transactions Report From 6/1/2024 To 6/30/2024



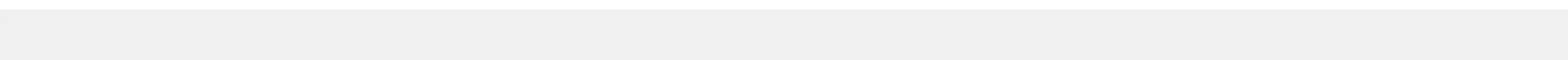
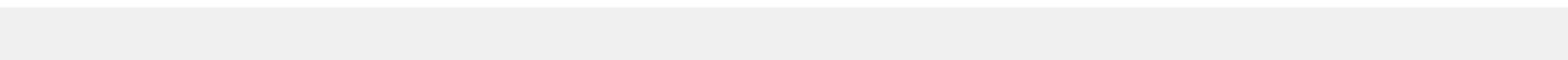
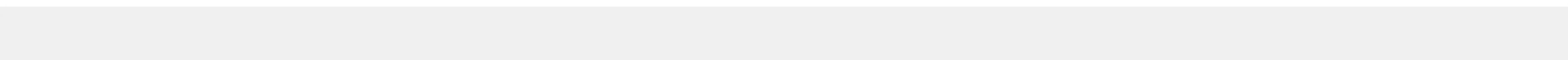
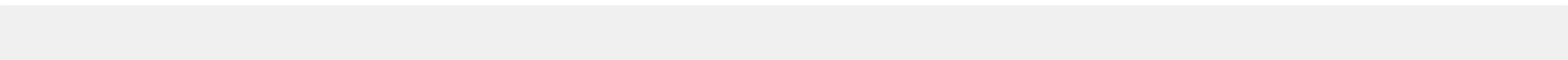
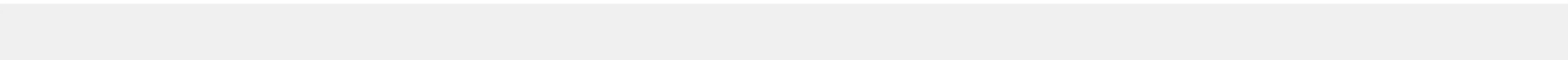
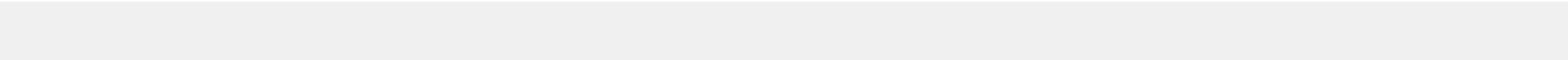
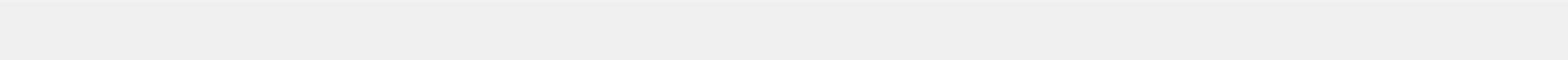
Account	Account Name							
Date	Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
CM 204	FIA Scholarship							
			BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	415.55	
Grand Totals:					0.00	0.00	415.55	

FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
CM 204-1			Conrad Muriel Wirostek Scholarship						
					BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	99,042.34
	06/30/2024				See Cash Disbursement Schedule 1	CD-1	0.00	3,500.00	95,542.34
Grand Totals:							0.00	3,500.00	95,542.34



FIRE ISLAND UFSD



Cash Account Transactions Report From 6/1/2024 To 6/30/2024

Account	Account Name							
Date	Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
H 204	FNBLI Capital Fund Checking							
			BALANCE 07/01/2023 - 05/31/2024		0.00	0.00	9,918.37	
Grand Totals:					0.00	0.00	9,918.37	

FIRE ISLAND UFSD

Revenue Status Report By Function From 7/1/2023 To 6/30/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	Real Property Tax	5,120,531.00	0.00	5,120,531.00	4,485,631.43	634,899.57
A 1040	Appropriation Of Planned Balance	150,000.00	0.00	150,000.00	0.00	150,000.00
A 1041	Special Taxes - Suffolk County	630,000.00	0.00	630,000.00	630,000.00	0.00
A 1085	School Tax Relief " Star "	7,500.00	0.00	7,500.00	5,192.03	2,307.97
A 1311	Day School Tuition From individuals	51,109.24	0.00	51,109.24	48,139.46	2,969.78
A 1315	Adult Education	3,500.00	0.00	3,500.00	3,490.00	10.00
A 1335	Student Fees & Charges	2,000.00	0.00	2,000.00	0.00	2,000.00
A 2401	Interest & Earnings	4,000.00	0.00	4,000.00	121,207.32	-117,207.32
A 2665	Sale Of Equipment	3,000.00	0.00	3,000.00	7,232.23	-4,232.23
A 2666	Sale Of Transportation Equipment	10,000.00	0.00	10,000.00	0.00	10,000.00
A 2701	Refund Of Prior Year Expense	6,808.76	0.00	6,808.76	8,238.31	-1,429.55
A 2703	Refund of prior year expense - Other	0.00	0.00	0.00	1,155.82	-1,155.82
A 2705	Gifts & Donations	0.00	0.00	0.00	1,000.00	-1,000.00
A 2770	Other Unclassified Revenues	0.00	0.00	0.00	175.62	-175.62
A 3101	Basic State Aid	293,935.00	0.00	293,935.00	283,185.53	10,749.47
A 3101.EX	Excess Cost Aid	50,000.00	0.00	50,000.00	27,263.75	22,736.25
A 3102	Lottery Aid	16,264.00	0.00	16,264.00	13,901.47	2,362.53
A 3103	Boces Aid	66,806.00	0.00	66,806.00	0.00	66,806.00
A 3260	Textbook Aid	1,407.00	0.00	1,407.00	1,125.00	282.00
A 3262	Computer Software Aid	450.00	0.00	450.00	510.00	-60.00
A 3263	Library Aid	125.00	0.00	125.00	212.00	-87.00
A Totals:		6,417,436.00	0.00	6,417,436.00	5,637,659.97	779,776.03
Grand Totals:		6,417,436.00	0.00	6,417,436.00	5,637,659.97	779,776.03

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
2875	<input type="checkbox"/>	06/11/2024	1123	NYS INCOME TAX	Trust & Agency Payment		
					A 721	12,678.64	0.00
					A 728	192.58	0.00
					Check Totals:	12,871.22	0.00
2876	<input type="checkbox"/>	06/11/2024	2076	FICA	Trust & Agency Payment		
					A 726	17,777.76	0.00
					A 726	17,777.76	0.00
					A 726	4,157.67	0.00
					A 726	4,157.67	0.00
					Check Totals:	43,870.86	0.00
2877	<input type="checkbox"/>	06/11/2024	2910	Federal 941 Withholding	Trust & Agency Payment		
					A 722	31,406.10	0.00
					Check Totals:	31,406.10	0.00
2878	<input type="checkbox"/>	06/11/2024	3228	Fire Island UFSD	Trust & Agency Payment		
					A 720.1	3,044.66	0.00
					Check Totals:	3,044.66	0.00
2879	<input type="checkbox"/>	06/11/2024	3272	Fire Island UFSD - T & A	Trust & Agency Payment		
					A 729	8,278.00	0.00
					A 729	11,382.66	0.00
					A 729	100.00	0.00
					Check Totals:	19,760.66	0.00
2880	<input type="checkbox"/>	06/11/2024	3453	Net Pay - Fire Island UFSD	Trust & Agency Payment		
					A 710	187,014.44	0.00
					Check Totals:	187,014.44	0.00
2881	<input type="checkbox"/>	06/11/2024	3990	Vanguard	Trust & Agency Payment		
					A 729	6,491.66	0.00
					Check Totals:	6,491.66	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
2882	<input type="checkbox"/>	06/26/2024	1123	NYS INCOME TAX		Trust & Agency Payment		
					A 721		6,087.53	0.00
					A 728		368.11	0.00
Check Totals:							6,455.64	0.00
2883	<input type="checkbox"/>	06/26/2024	1126	NYS EMPLOYEES' RETIREMENT SYSTEM		Trust & Agency Payment		
					A 718		1,658.77	0.00
					A 718		700.00	0.00
Check Totals:							2,358.77	0.00
2884	<input type="checkbox"/>	06/26/2024	2076	FICA		Trust & Agency Payment		
					A 726		7,595.11	0.00
					A 726		7,595.11	0.00
					A 726		1,776.28	0.00
					A 726		1,776.28	0.00
Check Totals:							18,742.78	0.00
2885	<input type="checkbox"/>	06/26/2024	2910	Federal 941 Withholding		Trust & Agency Payment		
					A 722		15,262.88	0.00
Check Totals:							15,262.88	0.00
2886	<input type="checkbox"/>	06/26/2024	3228	Fire Island UFSD		Trust & Agency Payment		
					A 720.1		755.07	0.00
Check Totals:							755.07	0.00
2887	<input type="checkbox"/>	06/26/2024	3272	Fire Island UFSD - T & A		Trust & Agency Payment		
					A 729		750.00	0.00
					A 729		1,375.00	0.00
					A 729		100.00	0.00
Check Totals:							2,225.00	0.00
2888	<input type="checkbox"/>	06/26/2024	3453	Net Pay - Fire Island UFSD		Trust & Agency Payment		
					A 710		86,340.30	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated	
							Check Totals:	86,340.30	0.00	
2889	<input type="checkbox"/>	06/26/2024	3990	Vanguard		A 729	Trust & Agency Payment	1,184.00	0.00	
							Check Totals:	1,184.00	0.00	
10124	<input type="checkbox"/>	06/04/2024	2592	AFLAC		A 720		1,905.18	0.00	
							Check Totals:	1,905.18	0.00	
10125	<input type="checkbox"/>	06/11/2024	1940	NYS UNITED TEACHERS		A 724	Trust & Agency Payment - FIUNION	1,024.46	0.00	
							Check Totals:	1,024.46	0.00	
6142024	<input type="checkbox"/>	06/14/2024	2941	PAYROLL EXPENDITURE			Payroll Summary 6/14/2024			
							202324	A 521	-286,819.09	0.00
							202324	A 522	287,524.86	0.00
							202324	A 821	286,819.09	0.00
							202324	A 1040.16	3,272.35	3,272.35
							202324	A 1240.15	8,601.32	8,601.32
							202324	A 1240.16	933.97	933.97
							202324	A 1310.15	6,136.53	6,136.53
							202324	A 1325.16	3,343.16	3,343.16
							202324	A 1620.16	4,431.04	4,431.04
							202324	A 1621.16	3,381.61	3,381.61
							202324	A 2110.10	16,107.43	16,107.43
							202324	A 2110.12	130,392.17	130,392.17
							202324	A 2110.14	2,028.83	2,028.83
							202324	A 2250.15	14,286.06	14,286.06
							202324	A 2610.15	12,498.55	12,498.55
							202324	A 2630.15	4,872.32	4,872.32
							202324	A 2815.16	3,078.03	3,078.03
							202324	A 5510.16	49,894.75	49,894.75

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
				202324	A 5530.16	352.74	352.74
				202324	A 7140.16	1,005.70	915.15
				202324	A 500	-287,524.86	0.00
				202324	a 5510.16b	551.51	0.00
				202324	A 2020.15	5,065.42	5,065.42
				202324	A 1620.16B	63.71	0.00
				202324	A 2110.12--01	6,249.18	6,249.18
				202324	A 2110.12--03	3,659.55	3,659.55
				202324	A 2110.12--02	7,318.93	7,318.93
Check Totals:						287,524.86	286,819.09
6282024	<input type="checkbox"/>	06/28/2024	2941	PAYROLL EXPENDITURE	Payroll Summary 6/28/2024		
				202324	A 521	-47,383.20	0.00
				202324	A 522	122,501.41	0.00
				202324	A 821	47,383.20	0.00
				202324	A 1040.16	3,623.08	3,272.43
				202324	A 1240.15	8,663.49	8,663.49
				202324	A 1240.16	1,047.77	933.92
				202324	A 1310.15	6,135.60	6,135.60
				202324	A 1325.16	3,343.06	3,343.06
				202324	A 1620.16	4,617.12	4,333.72
				202324	A 1621.16	3,381.48	3,381.48
				202324	A 2110.12	1,031.00	0.00
				202324	A 2110.14	2,463.09	2,463.09
				202324	A 2630.15	4,872.13	4,872.13
				202324	A 2850.15	120.00	0.00
				202324	A 5510.16	4,591.82	4,108.74
				202324	A 5530.16	352.62	352.62
				202324	A 7140.16	1,007.63	457.52
				202324	A 500	-122,501.41	0.00
				202324	a 5510.16b	2,806.46	0.00
				202324	A 9070.80	68,828.58	0.00
				202324	A 2020.15	5,065.40	5,065.40

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			202324	A 1620.16B		551.08	0.00
Check Totals:						122,501.41	47,383.20
Grand Totals:						850,739.95	334,202.29

Number of Cash Disbursements: 19

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1040.16	District Clerk	6,895.43	6,544.78
A 1240.15	Central Administration	17,264.81	17,264.81
A 1240.16	Central Administration	1,981.74	1,867.89
A 1310.15	Business Administration	12,272.13	12,272.13
A 1325.16	District Treasurer	6,686.22	6,686.22
A 1620.16	Operations Of Plant	9,048.16	8,764.76
A 1620.16B	Operations of Plant - Overtime	614.79	0.00
A 1621.16	Maintenance Of Plant	6,763.09	6,763.09
A 2020.15	Curriculum Development Administrative	10,130.82	10,130.82
A 2110.10	Teaching Regular School	16,107.43	16,107.43
A 2110.12	Teaching Regular School	131,423.17	130,392.17
A 2110.12--01	Teaching Regular School Art	6,249.18	6,249.18
A 2110.12--02	Teaching Regular School Music	7,318.93	7,318.93
A 2110.12--03	Teaching Regular School P/E	3,659.55	3,659.55
A 2110.14	Teaching Regular School - Substitute	4,491.92	4,491.92
A 2250.15	Programs for Students w/ Disabilities	14,286.06	14,286.06
A 2610.15	School Library	12,498.55	12,498.55
A 2630.15	Computer Assisted Instruction	9,744.45	9,744.45
A 2815.16	Health Services	3,078.03	3,078.03
A 2850.15	Co Curricular Activities	120.00	0.00
A 500	Payroll Clearing	-410,026.27	0.00
A 521	Encumbrances	-334,202.29	0.00
A 522	Expenditures	410,026.27	0.00
A 5510.16	District Transportation	54,486.57	54,003.49
a 5510.16b	Overtime	3,357.97	0.00
A 5530.16	Garage Building	705.36	705.36

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
Account	Description				Total Expensed	Total Liquidated	
A 710	Consolidated Payroll				273,354.74	0.00	
A 7140.16	Community Recreation				2,013.33	1,372.67	
A 718	State Retirement				2,358.77	0.00	
A 720	Group Insurance AFLAC				1,905.18	0.00	
A 720.1	Groud Health Insurance				3,799.73	0.00	
A 721	NYS Income Tax				18,766.17	0.00	
A 722	Federal Income Tax				46,668.98	0.00	
A 724	Association and Union Dues				1,024.46	0.00	
A 726	Social Security Tax				62,613.64	0.00	
A 728	NYC Income Tax				560.69	0.00	
A 729	Employee Tax Shelter Annuities				29,661.32	0.00	
A 821	Reserve For Encumbrances				334,202.29	0.00	
A 9070.80	Unused Sick Leave Payment				68,828.58	0.00	
Fund A Totals:					850,739.95	334,202.29	
Grand Totals:					850,739.95	334,202.29	

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204-1	FNBLI Payroll	0.00	440,713.68

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2402	<input type="checkbox"/>	06/06/2024	4090	Action Trax LLC					
					7391	A 5530.20		529.64	529.64
					7391	A 5530.40		204.36	204.36
Check Totals:								734.00	734.00
2403	<input type="checkbox"/>	06/06/2024	4013	Inc Amazon.com Services					
					7397	A 1621.45		136.45	136.45
					7383	A 2110.45		20.55	20.55
					7390	A 5510.45		74.99	74.99
					7382	A 7140.45		139.99	39.39
					7382	A 7140.45		39.39	0.00
					7382	A 7140.45		-39.39	0.00
Check Totals:								371.98	271.38
2404	<input type="checkbox"/>	06/06/2024	3189	Asset(Suffolk Supervisors for					
					7346	A 2630.40		145.00	145.00
Check Totals:								145.00	145.00
2405	<input type="checkbox"/>	06/06/2024	2947	Baldwin Automotive					
					7017	A 5510.40		2,036.27	2,036.27
					7017	A 5510.40		1,655.92	1,655.92
					7017	A 5510.40		4,168.63	4,168.63
					7017	A 5510.40		930.72	930.72
					7017	A 5510.40		2,021.70	2,021.70
					7017	A 5510.40		649.82	649.82
					7017	A 5510.40		405.72	405.72
					7017	A 5510.40		3,195.03	3,195.03
					7017	A 5510.40		725.50	725.50
Check Totals:								15,789.31	15,789.31
2406	<input type="checkbox"/>	06/06/2024	1999	Bank of America Business Card					
					7056	A 2110.45		16.99	16.99
					7099	A 5510.45		100.00	100.00

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024



Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated	
								Check Totals:	116.99	116.99
2407	<input type="checkbox"/>	06/06/2024	1029	BARNWELL HOUSE OF TIRES	7060	A 5510.45		1,282.24	1,282.24	
								Check Totals:	1,282.24	1,282.24
2408	<input type="checkbox"/>	06/06/2024	3832	Benetech, Inc.	7035	A 1310.40		111.00	111.00	
								Check Totals:	111.00	111.00
2409	<input type="checkbox"/>	06/06/2024	4030	Coffee Distributing Corp	7029	A 1620.45		132.71	132.71	
					7029	A 1620.45		213.48	213.48	
								Check Totals:	346.19	346.19
2410	<input type="checkbox"/>	06/06/2024	4049	CPR & Safety Consulting and Training LLC	7364	A 2815.40		884.00	884.00	
								Check Totals:	884.00	884.00
2411	<input type="checkbox"/>	06/06/2024	3282	David A. Levenson	7057	A 2250.40		429.89	429.89	
								Check Totals:	429.89	429.89
2412	<input type="checkbox"/>	06/06/2024	1835	EASTERN SUFFOLK BOCES	7023	A 1430.49		631.47	631.47	
					7023	A 1680.49		10,310.00	10,310.00	
					7023	A 1981.49		721.01	721.01	
					7023	A 2010.49		2,693.79	2,693.79	
					7023	A 2250.49		19,767.06	19,767.06	
					7023	A 2830.49		857.24	0.00	
					7023	A 1480.49		1,991.85	1,620.18	
					7023	A 2330.49		12,312.50	12,312.50	

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024



Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
							Check Totals:	49,284.92	48,056.01
2413	<input type="checkbox"/>	06/06/2024	1115	FIRE ISLAND BOTTLE GAS CORP.	7052	A 1620.40		1,571.50	1,571.50
							Check Totals:	1,571.50	1,571.50
2414	<input type="checkbox"/>	06/06/2024	1054	FIRE ISLAND FERRIES, INC.	7061	A 1620.40		417.40	417.40
							Check Totals:	417.40	417.40
2415	<input type="checkbox"/>	06/06/2024	3074	GovConnection					
								508.15	508.15
								87.57	87.57
								486.28	486.28
								1,544.00	1,544.00
							Check Totals:	2,626.00	2,626.00
2416	<input type="checkbox"/>	06/06/2024	1718	GRAINGER					
								153.24	153.24
								1,119.26	1,119.26
								187.20	187.20
								57.12	57.12
							Check Totals:	1,516.82	1,516.82
2417	<input type="checkbox"/>	06/06/2024	2507	GUERCIO AND GUERCIO					
								1,890.00	1,890.00
								2,376.00	2,376.00
								3,041.66	3,041.66
							Check Totals:	7,307.66	7,307.66
2418	<input type="checkbox"/>	06/06/2024	4084	Henriksen, Nancy R	7373	A 1060.40		139.23	139.23
							Check Totals:	139.23	139.23

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2419	<input type="checkbox"/>	06/06/2024	3156	Iron Mountain	7005	A 1460.40		418.91	418.91
Check Totals:								418.91	418.91
2420	<input type="checkbox"/>	06/06/2024	3981	James W. Ferguson	7103	A 2815.40		1,000.00	1,000.00
					7103	A 2815.40		1,000.00	1,000.00
					7103	A 2815.40		1,000.00	1,000.00
Check Totals:								3,000.00	3,000.00
2421	<input type="checkbox"/>	06/06/2024	4075	Joanne Filipkowski	7290	A 1320.40		600.00	600.00
Check Totals:								600.00	600.00
2422	<input type="checkbox"/>	06/06/2024	1184	Jostens, Inc	7205	A 2850.40		2,740.00	2,740.00
Check Totals:								2,740.00	2,740.00
2423	<input type="checkbox"/>	06/06/2024	3329	Krysia Marie McBride	7368	A 1060.40		133.88	133.88
Check Totals:								133.88	133.88
2424	<input type="checkbox"/>	06/06/2024	3131	Lise Thornberg	7369	A 1060.40		149.94	149.94
Check Totals:								149.94	149.94
2425	<input type="checkbox"/>	06/06/2024	3945	Melissa Hood	7367	A 1060.40		133.88	133.88
Check Totals:								133.88	133.88
2426	<input type="checkbox"/>	06/06/2024	4024	Neptune's Nurseries Inc	7018	A 1621.40		190.00	190.00
Check Totals:								190.00	190.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2427	<input type="checkbox"/>	06/06/2024	2813	PEST PRO EXTERMINATING COMPANY	7055	A 1620.40		115.00	115.00
Check Totals:								115.00	115.00
2428	<input type="checkbox"/>	06/06/2024	3022	Philip Tamberino	7329	A 2110.40		75.32	75.32
Check Totals:								75.32	75.32
2429	<input type="checkbox"/>	06/06/2024	3580	PSEG Long Island, LLC	7065	A 1620.45		1,435.35	103.99
					7064	A 5530.40		635.55	635.55
Check Totals:								2,070.90	739.54
2430	<input type="checkbox"/>	06/06/2024	4074	Rockalingua	7286	A 2110.40		210.00	210.00
Check Totals:								210.00	210.00
2431	<input type="checkbox"/>	06/06/2024	2456	STAPLES Contract & Commercial	7038	A 1660.45		1.86	1.86
					7038	A 1660.45		42.12	42.12
					7038	A 2110.45		154.04	154.04
Check Totals:								198.02	198.02
2432	<input type="checkbox"/>	06/06/2024	3309	Suffolk Printing	7281	A 1060.40		197.00	197.00
Check Totals:								197.00	197.00
2433	<input type="checkbox"/>	06/06/2024	3103	Syntax Communications	7291	A 1310.40		1,070.00	1,070.00
					7291	A 1310.40		480.00	480.00
Check Totals:								1,550.00	1,550.00
2434	<input type="checkbox"/>	06/06/2024	3963	The Living Literacy Network, LLC					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
			7087			A 2070.40		4,000.00	4,000.00
Check Totals:								4,000.00	4,000.00
2435	<input type="checkbox"/>	06/06/2024	2485	TOWN OF ISLIP	7399	A 5510.45		675.00	675.00
Check Totals:								675.00	675.00
2436	<input type="checkbox"/>	06/06/2024	2111	Verizon Communication	7076	A 1620.45		1,121.55	1,121.55
Check Totals:								1,121.55	1,121.55
2437	<input type="checkbox"/>	06/06/2024	2431	VERIZON WIRELESS	7078	A 1620.45		693.92	693.92
Check Totals:								693.92	693.92
2438	<input type="checkbox"/>	06/06/2024	3966	Victor A. Magnani	7377	A 7140.40		840.00	840.00
Check Totals:								840.00	840.00
2439	<input type="checkbox"/>	06/06/2024	3814	Windstream Communications, Inc	7173	A 1620.45		0.53	0.53
Check Totals:								0.53	0.53
2440	<input type="checkbox"/>	06/06/2024	3286	WT Cox Supscriptions	7378	A 2610.40		685.70	685.70
Check Totals:								685.70	685.70
Grand Totals:								102,873.68	100,212.81

Number of Cash Disbursements: 39

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1060.40	District Meeting	753.93	753.93
A 1310.40	Business Admin	1,661.00	1,661.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
Account	Description				Total Expensed	Total Liquidated	
A 1320.40	Auditing				600.00	600.00	
A 1420.40	Legal				7,307.66	7,307.66	
A 1430.49	Personnel				631.47	631.47	
A 1460.40	Records Management-Con Expenditure				418.91	418.91	
A 1480.49	Public Information Services - BOCES				1,991.85	1,620.18	
A 1620.40	Operations Of Plant				2,103.90	2,103.90	
A 1620.45	Operations Of Plant				5,057.24	3,725.88	
A 1621.40	Maintenance Of Plant				190.00	190.00	
A 1621.45	Maintenance Of Plant				136.45	136.45	
A 1660.45	Central Storeroom				43.98	43.98	
A 1680.49	Central Data Processing				10,310.00	10,310.00	
A 1981.49	Boces Administrative Charge				721.01	721.01	
A 2010.49	Curriculum Development				2,693.79	2,693.79	
A 2070.40	In-Service Training				4,000.00	4,000.00	
A 2110.40	Teaching Regular School				285.32	285.32	
A 2110.45	Teaching Regular School				191.58	191.58	
A 2250.40	Programs for Students w/ Disabilities				429.89	429.89	
A 2250.49	Programs for Students w/ Disabilities				19,767.06	19,767.06	
A 2330.49	Environmental Education - BOCES				12,312.50	12,312.50	
A 2610.40	School Library				685.70	685.70	
A 2630.22	Computer Hardware				508.15	508.15	
A 2630.40	Computer Assisted Instruction				232.57	232.57	
A 2630.45	Computer Assisted Instruction				486.28	486.28	
A 2630.46	Computer Software				1,544.00	1,544.00	
A 2815.40	Health Services				3,884.00	3,884.00	
A 2830.49	Pupil Personnel				857.24	0.00	
A 2850.40	Co Curricular Activities				2,740.00	2,740.00	
A 5510.40	District Transportation				15,789.31	15,789.31	
A 5510.45	District Transportation				2,132.23	2,132.23	
A 5530.20	Garage Building				586.76	586.76	
A 5530.40	Garage Building				839.91	839.91	
A 7140.40	Community Recreation				840.00	840.00	

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 25: Cash Disbursement June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
Account	Description				Total Expensed	Total Liquidated	
A 7140.45	Community Recreation				139.99	39.39	
Fund A Totals:					102,873.68	100,212.81	
Grand Totals:					102,873.68	100,212.81	

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204	FNBLI CHECKING	0.00	102,873.68
A 521	Encumbrances	0.00	100,212.81
A 522	Expenditures	102,873.68	0.00
A 821	Reserve For Encumbrances	100,212.81	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
2875	<input type="checkbox"/>	06/11/2024	1123	NYS INCOME TAX	Trust & Agency Payment		
					A 721	12,678.64	0.00
					A 728	192.58	0.00
					Check Totals:	12,871.22	0.00
2876	<input type="checkbox"/>	06/11/2024	2076	FICA	Trust & Agency Payment		
					A 726	17,777.76	0.00
					A 726	17,777.76	0.00
					A 726	4,157.67	0.00
					A 726	4,157.67	0.00
					Check Totals:	43,870.86	0.00
2877	<input type="checkbox"/>	06/11/2024	2910	Federal 941 Withholding	Trust & Agency Payment		
					A 722	31,406.10	0.00
					Check Totals:	31,406.10	0.00
2878	<input type="checkbox"/>	06/11/2024	3228	Fire Island UFSD	Trust & Agency Payment		
					A 720.1	3,044.66	0.00
					Check Totals:	3,044.66	0.00
2879	<input type="checkbox"/>	06/11/2024	3272	Fire Island UFSD - T & A	Trust & Agency Payment		
					A 729	8,278.00	0.00
					A 729	11,382.66	0.00
					A 729	100.00	0.00
					Check Totals:	19,760.66	0.00
2880	<input type="checkbox"/>	06/11/2024	3453	Net Pay - Fire Island UFSD	Trust & Agency Payment		
					A 710	187,014.44	0.00
					Check Totals:	187,014.44	0.00
2881	<input type="checkbox"/>	06/11/2024	3990	Vanguard	Trust & Agency Payment		
					A 729	6,491.66	0.00
					Check Totals:	6,491.66	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
2882	<input type="checkbox"/>	06/26/2024	1123	NYS INCOME TAX	A 721	Trust & Agency Payment	6,087.53	0.00
					A 728		368.11	0.00
Check Totals:							6,455.64	0.00
2883	<input type="checkbox"/>	06/26/2024	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	A 718	Trust & Agency Payment	1,658.77	0.00
					A 718		700.00	0.00
Check Totals:							2,358.77	0.00
2884	<input type="checkbox"/>	06/26/2024	2076	FICA	A 726	Trust & Agency Payment	7,595.11	0.00
					A 726		7,595.11	0.00
					A 726		1,776.28	0.00
					A 726		1,776.28	0.00
Check Totals:							18,742.78	0.00
2885	<input type="checkbox"/>	06/26/2024	2910	Federal 941 Withholding	A 722	Trust & Agency Payment	15,262.88	0.00
Check Totals:							15,262.88	0.00
2886	<input type="checkbox"/>	06/26/2024	3228	Fire Island UFSD	A 720.1	Trust & Agency Payment	755.07	0.00
Check Totals:							755.07	0.00
2887	<input type="checkbox"/>	06/26/2024	3272	Fire Island UFSD - T & A	A 729	Trust & Agency Payment	750.00	0.00
					A 729		1,375.00	0.00
					A 729		100.00	0.00
Check Totals:							2,225.00	0.00
2888	<input type="checkbox"/>	06/26/2024	3453	Net Pay - Fire Island UFSD	A 710	Trust & Agency Payment	86,340.30	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated	
							Check Totals:	86,340.30	0.00	
2889	<input type="checkbox"/>	06/26/2024	3990	Vanguard		A 729	Trust & Agency Payment	1,184.00	0.00	
							Check Totals:	1,184.00	0.00	
10124	<input type="checkbox"/>	06/04/2024	2592	AFLAC		A 720		1,905.18	0.00	
							Check Totals:	1,905.18	0.00	
10125	<input type="checkbox"/>	06/11/2024	1940	NYS UNITED TEACHERS		A 724	Trust & Agency Payment - FIUNION	1,024.46	0.00	
							Check Totals:	1,024.46	0.00	
6142024	<input type="checkbox"/>	06/14/2024	2941	PAYROLL EXPENDITURE			Payroll Summary 6/14/2024			
							202324	A 521	-286,819.09	0.00
							202324	A 522	287,524.86	0.00
							202324	A 821	286,819.09	0.00
							202324	A 1040.16	3,272.35	3,272.35
							202324	A 1240.15	8,601.32	8,601.32
							202324	A 1240.16	933.97	933.97
							202324	A 1310.15	6,136.53	6,136.53
							202324	A 1325.16	3,343.16	3,343.16
							202324	A 1620.16	4,431.04	4,431.04
							202324	A 1621.16	3,381.61	3,381.61
							202324	A 2110.10	16,107.43	16,107.43
							202324	A 2110.12	130,392.17	130,392.17
							202324	A 2110.14	2,028.83	2,028.83
							202324	A 2250.15	14,286.06	14,286.06
							202324	A 2610.15	12,498.55	12,498.55
							202324	A 2630.15	4,872.32	4,872.32
							202324	A 2815.16	3,078.03	3,078.03
							202324	A 5510.16	49,894.75	49,894.75

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
				202324	A 5530.16	352.74	352.74
				202324	A 7140.16	1,005.70	915.15
				202324	A 500	-287,524.86	0.00
				202324	a 5510.16b	551.51	0.00
				202324	A 2020.15	5,065.42	5,065.42
				202324	A 1620.16B	63.71	0.00
				202324	A 2110.12--01	6,249.18	6,249.18
				202324	A 2110.12--03	3,659.55	3,659.55
				202324	A 2110.12--02	7,318.93	7,318.93
Check Totals:						287,524.86	286,819.09
6282024	<input type="checkbox"/>	06/28/2024	2941	PAYROLL EXPENDITURE	Payroll Summary 6/28/2024		
				202324	A 521	-47,383.20	0.00
				202324	A 522	122,501.41	0.00
				202324	A 821	47,383.20	0.00
				202324	A 1040.16	3,623.08	3,272.43
				202324	A 1240.15	8,663.49	8,663.49
				202324	A 1240.16	1,047.77	933.92
				202324	A 1310.15	6,135.60	6,135.60
				202324	A 1325.16	3,343.06	3,343.06
				202324	A 1620.16	4,617.12	4,333.72
				202324	A 1621.16	3,381.48	3,381.48
				202324	A 2110.12	1,031.00	0.00
				202324	A 2110.14	2,463.09	2,463.09
				202324	A 2630.15	4,872.13	4,872.13
				202324	A 2850.15	120.00	0.00
				202324	A 5510.16	4,591.82	4,108.74
				202324	A 5530.16	352.62	352.62
				202324	A 7140.16	1,007.63	457.52
				202324	A 500	-122,501.41	0.00
				202324	a 5510.16b	2,806.46	0.00
				202324	A 9070.80	68,828.58	0.00
				202324	A 2020.15	5,065.40	5,065.40

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
			202324	A 1620.16B		551.08	0.00
Check Totals:						122,501.41	47,383.20
Grand Totals:						850,739.95	334,202.29

Number of Cash Disbursements: 19

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1040.16	District Clerk	6,895.43	6,544.78
A 1240.15	Central Administration	17,264.81	17,264.81
A 1240.16	Central Administration	1,981.74	1,867.89
A 1310.15	Business Administration	12,272.13	12,272.13
A 1325.16	District Treasurer	6,686.22	6,686.22
A 1620.16	Operations Of Plant	9,048.16	8,764.76
A 1620.16B	Operations of Plant - Overtime	614.79	0.00
A 1621.16	Maintenance Of Plant	6,763.09	6,763.09
A 2020.15	Curriculum Development Administrative	10,130.82	10,130.82
A 2110.10	Teaching Regular School	16,107.43	16,107.43
A 2110.12	Teaching Regular School	131,423.17	130,392.17
A 2110.12--01	Teaching Regular School Art	6,249.18	6,249.18
A 2110.12--02	Teaching Regular School Music	7,318.93	7,318.93
A 2110.12--03	Teaching Regular School P/E	3,659.55	3,659.55
A 2110.14	Teaching Regular School - Substitute	4,491.92	4,491.92
A 2250.15	Programs for Students w/ Disabilities	14,286.06	14,286.06
A 2610.15	School Library	12,498.55	12,498.55
A 2630.15	Computer Assisted Instruction	9,744.45	9,744.45
A 2815.16	Health Services	3,078.03	3,078.03
A 2850.15	Co Curricular Activities	120.00	0.00
A 500	Payroll Clearing	-410,026.27	0.00
A 521	Encumbrances	-334,202.29	0.00
A 522	Expenditures	410,026.27	0.00
A 5510.16	District Transportation	54,486.57	54,003.49
a 5510.16b	Overtime	3,357.97	0.00
A 5530.16	Garage Building	705.36	705.36

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 26: Cash Disbursement Payroll June 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
Account	Description				Total Expensed	Total Liquidated	
A 710					273,354.74	0.00	
A 7140.16					2,013.33	1,372.67	
A 718					2,358.77	0.00	
A 720					1,905.18	0.00	
A 720.1					3,799.73	0.00	
A 721					18,766.17	0.00	
A 722					46,668.98	0.00	
A 724					1,024.46	0.00	
A 726					62,613.64	0.00	
A 728					560.69	0.00	
A 729					29,661.32	0.00	
A 821					334,202.29	0.00	
A 9070.80					68,828.58	0.00	
Fund A Totals:					850,739.95	334,202.29	
Grand Totals:					850,739.95	334,202.29	

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204-1	FNBLI Payroll	0.00	440,713.68

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For CM - 1: Cash Disbursement Scholarships 2024

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number		Account		
1010	<input checked="" type="checkbox"/>	06/24/2024	4094	Marco Bessler			
					CM 2989.40	750.00	0.00
Check Totals:						750.00	0.00
1011	<input checked="" type="checkbox"/>	06/24/2024	4095	Milana Scalese			
					CM 2989.40	750.00	0.00
Check Totals:						750.00	0.00
1012	<input checked="" type="checkbox"/>	06/24/2024	4096	Cole Boyle			
					CM 2989.40	750.00	0.00
Check Totals:						750.00	0.00
1013	<input checked="" type="checkbox"/>	06/24/2024	4097	Hunter Wetenkamp-			
					CM 2989.40	1,250.00	0.00
Check Totals:						1,250.00	0.00
Grand Totals:						3,500.00	0.00

Number of Cash Disbursements: 4

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
CM 2989.40	Scholarships & Awards	3,500.00	0.00
Fund CM Totals:		3,500.00	0.00
Grand Totals:		3,500.00	0.00

General Ledger Summary Postings

Account	Description	Debits	Credits
CM 204-1	Conrad Muriel Wirostek Scholarship	0.00	3,500.00
CM 522	Expenditures	3,500.00	0.00

FIRE ISLAND UFSD

Cash Balance From 7/1/2023 - 6/30/2024



Bank Account Name	Reference	Receipts	Disbursements	General Ledgers	Balance
CAP RESERVE 1	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	0.00	0.00	833,126.25	833,126.25
CAP RESERVE 2	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	0.00	0.00	1,046,738.09	1,046,738.09
Capital Fund Checking	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	0.00	496,863.23	506,781.60	9,918.37
Conrad Muriel Wirostek Scholarship	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	13,336.40	3,500.00	85,705.94	95,542.34
FI Assoc. Scholarship	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	3,469.78	3,469.78	415.55	415.55
General Fund Checking	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	203,565.17	2,565,859.81	2,419,826.28	57,531.64
General Fund Payroll	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	455.00	2,822,126.83	2,955,122.00	133,450.17
Money Market	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	0.00	0.00	5,152,667.05	5,152,667.05
REPAIR RESERVE	PERIOD ACTIVITY 07/01/2023 - 06/30/2024	0.00	0.00	111,073.17	111,073.17
Grand Totals:		220,826.35	5,891,819.65	13,111,455.93	
Ending Balance:		06/30/2024			7,440,462.63

FIRE ISLAND UFSD



Budget Transfer Schedule Report For A - 12: Budget Transfer

Ref Number	Date	Budget Transfer Description	Approval Status	Transfer Out	Transfer In
Account	Account Description	Detail Description			
168	06/04/2024	To cover cost of Iron Mountain Record retention invoice	Not Required		
A 1460.16	Records Management Officer			26.92	
A 1460.40	Records Management-Con Expenditure				26.92
169	06/04/2024	To cover cost of Baldwin Repairs Bus #'s 18,22,26,28,19,27	Not Required		
A 5510.40	District Transportation				12,097.12
A 5510.45	District Transportation			8,000.00	
A 9060.80	Hospital & Dental Insurance			4,097.12	
170	06/10/2024	To cover cost of food for 6 & 5th grade camping trip	Not Required		
A 2110.40	Teaching Regular School			600.00	
A 2110.45	Teaching Regular School				600.00
171	06/12/2024	To cover cost of repairs to Bus # 21	Not Required		
A 5510.40	District Transportation				1,324.18
A 5530.20	Garage Building			200.00	
A 5530.40	Garage Building			1,124.18	
172	06/17/2024	To cover cost of Year End Staff Luncheon	Not Required		
A 2110.40	Teaching Regular School			400.00	
A 2110.45	Teaching Regular School				400.00
173	06/18/2024	To cover cost of Baldwin Repairs	Not Required		
A 5510.40	District Transportation				1,895.19
A 9060.80	Hospital & Dental Insurance			1,895.19	
174	06/26/2024	To clear up negative balances	Not Required		
A 1010.40	Board Of Education			22.99	
A 1010.45	Board Of Education				22.99
A 1040.16	District Clerk				350.65
A 1040.40	District Clerk			350.65	
A 1240.16	Central Administration				113.85
A 1240.40	Central Administration			113.85	

FIRE ISLAND UFSD



Budget Transfer Schedule Report For A - 12: Budget Transfer

Ref Number	Date	Budget Transfer Description	Approval Status	Transfer Out	Transfer In
Account	Account Description	Detail Description			
A 1480.49	Public Information Services - BOCES				2,392.31
A 2010.49	Curriculum Development				319.75
A 2110.12--03	Teaching Regular School P/E				7.00
A 2110.40	Teaching Regular School			7.00	
A 5510.16	District Transportation			148.97	
a 5510.16b	Overtime				3,357.97
A 5510.20	District Transportation			477.64	
A 5510.45	District Transportation			131.24	
A 5530.20	Garage Building			100.21	
A 5530.40	Garage Building			15.86	
A 7140.16	Community Recreation				238.26
A 7140.40	Community Recreation			238.26	
A 9070.80	Unused Sick Leave Payment			2,484.05	
A 9070.80	Unused Sick Leave Payment			319.75	
A 9070.80	Unused Sick Leave Payment			2,392.31	

FIRE ISLAND UFSD



Budget Transfer Schedule Report For A - 12: Budget Transfer

Ref Number	Date	Budget Transfer Description	Approval Status	Transfer Out	Transfer In
Account	Account Description	Detail Description			
			Grand Totals:	23,146.19	23,146.19
Number of Budget Transfers: 7			Net Amount:	0.00	
Account Distribution Totals					
Account	Description	Debits	Credits		
A 1010.40	Board Of Education	22.99	0.00		
A 1010.45	Board Of Education	0.00	22.99		
A 1040.16	District Clerk	0.00	350.65		
A 1040.40	District Clerk	350.65	0.00		
A 1240.16	Central Administration	0.00	113.85		
A 1240.40	Central Administration	113.85	0.00		
A 1460.16	Records Management Officer	26.92	0.00		
A 1460.40	Records Management-Con Expenditure	0.00	26.92		
A 1480.49	Public Information Services - BOCES	0.00	2,392.31		
A 2010.49	Curriculum Development	0.00	319.75		
A 2110.12--03	Teaching Regular School P/E	0.00	7.00		
A 2110.40	Teaching Regular School	1,007.00	0.00		
A 2110.45	Teaching Regular School	0.00	1,000.00		
A 5510.16	District Transportation	148.97	0.00		
a 5510.16b	Overtime	0.00	3,357.97		
A 5510.20	District Transportation	477.64	0.00		
A 5510.40	District Transportation	0.00	15,316.49		
A 5510.45	District Transportation	8,131.24	0.00		
A 5530.20	Garage Building	300.21	0.00		
A 5530.40	Garage Building	1,140.04	0.00		
A 7140.16	Community Recreation	0.00	238.26		
A 7140.40	Community Recreation	238.26	0.00		
A 9060.80	Hospital & Dental Insurance	5,992.31	0.00		
A 9070.80	Unused Sick Leave Payment	5,196.11	0.00		
Fund A Totals:		23,146.19	23,146.19		
Grand Totals:		23,146.19	23,146.19		

June 27, 2024

VIA EMAIL

Board of Education
Fire Island Union Free School District

**Re: Claims Audit Report for the Month of
June 21, 2024 through June 27, 2024.**

Board of Education:

I have completed my claims auditing services to the Fire Island Union Free School District covering the time period of **June 21, 2024 through June 27, 2024**. 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:

Claims Audit Services

Exhibits

CLAIMS AUDIT SERVICES

The 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 law.

*Re: Claims Audit Report for the Month of
June 21, 2024 through June 27, 2024*

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

Over the time period of June 21, 2024 through June 27, 2024 I have reviewed 20 claims against the District in the amount of **\$ 166,690.44** (See attached Exhibit I) I made inquiries and/or observations into 1 claim. It should be noted that currently, there are no outstanding inquiries in regard to the audit of claims made against the district for the period of January 1, 2024 through June 27, 2024. I have summarized the inquiries and/or observations as well as the resolutions within Exhibit II.

Please note that for comparative purposes, I have attached Exhibit II – “Summary of Inquiries/Resolutions” for each of the prior months.

.....

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 Jofilipkowski@outlook.com or (631)662-2779.

Very truly yours,

Jo-Anne Filipkowski

Claims Audit By Fund

Fire Island Union Free School District

Exhibit I

Legend:	
A - General	H - Capital
C - Cafeteria	T - Trust & Agency
F - Federal	WC - Workers Compensation

Jul-24

Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
06/27/24	06/27/24	2	A	20	166,690.44	1	780.00	1	-	2481 - 2500
TOTAL				20	\$ 166,690.44	1	\$ 780.00	1	-	
GRAND TOTAL				20	\$ 166,690.44	1	\$ 780.00	1	-	

Fire Island Union Free School District
 Claims Audit
 Schedule of Inquiries by Warrant Date
 Exhibit III

Jul-24

Fund: A							
Inquiry #	Ck #	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
1	2498	780.00	The New York Times	A-2	06/27/24	Invoice dated before Purchase Order	Noted by Business Office
TOTALS		780.00					
GRAND TOTAL		780.00					

FIRE ISLAND UFSD

Check Warrant Report For A - 2: Cash Disbursement July 2024 For Dates 7/1/2024 - 7/31/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
2481	07/01/2024	2981	Advanced Industrial Maintenanc		975.00
2482	07/01/2024	1169	AMERICAN BANKERS INS. COMPANY OF FLORIDA	8011	9,431.00
2483	07/01/2024	3832	Benetech, Inc.		114.00
2484	07/01/2024	2530	Blick Art Materials		789.39
2485	07/01/2024	3872	Canon Solutions America, Inc		967.81
2486	07/01/2024	4082	Follett Conctect Solutions, Inc.		738.35
2487	07/01/2024	1072	INC. VILLAGE OF OCEAN BEACH	8005	8,595.00
2488	07/01/2024	1063	ISLIP BULLETIN		77.80
2489	07/01/2024	1064	LONG ISLAND ADVANCE		77.80
2490	07/01/2024	2451	NATIONAL LIFE GROUP	8033	1,357.87
2491	07/01/2024	2455	New York Schools Insurance Reciprocal	8001	63,835.00
2492	07/01/2024	2454	NORTHERN INSURING AGENCY	8025	2,444.00
2493	07/01/2024	1119	NYS EMP. HEALTH INS PENDING A/	8009	72,918.07
2494	07/01/2024	3694	RPS Bollinger	8010	683.00
2495	07/01/2024	2456	STAPLES Contract & Commercial		178.25
2496	07/01/2024	2074	SUFFOLK COUNTY BOARD OF ELECTIONS		131.80
2497	07/01/2024	3351	Suffolk County Comm., Inc.	8029	499.20
2498	07/01/2024	3922	The New York Times		780.00
2499	07/01/2024	2111	Verizon Communication		1,119.96
2500	07/01/2024	1023	I. JANVEY AND SONS, INC.		977.14

Number of Transactions: 20

Warrant Total: 166,690.44

Vendor Portion: 166,690.44

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 20 in number, in the total amount of \$166,690.44. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date

Signature

Title

06/24/2024

To Whom It May Concern:

For the past six years, my daughter, Mila Ferazzoli, has been a student at Fire Island and the experience was just amazing. I owe everything to the staff at Woodhull. Mila *wouldn't be where she is today without them. Unfortunately, as we say goodbye this year,* as a thank you and gratitude, we would like to make the following donations to the school. I was very lucky to have family to help us pay for Mila's tuition over the years, so we would like to pay it forward to the school. I would love to see it go to another student's tuition, but I understand it's not enough for that. So, it would be amazing if we could have it go in other ways.

We know the PTA pays a lot for lunches for the kids as in "Pizza Fridays" or Ms. Daidone does a lot for art and maybe would need more supplies or the teachers do a lot for the kids for prizes or gifts or supplies for kids. If we could possibly distribute the donations to those sorts of things, that would be amazing.

We want to thank you for your kindness, empathy, teaching, smiles, learning and all of the hugs that Mila has gotten over the years and please know how grateful we are for all of it. We will miss everybody dearly.

Sincerely,

The Federbush and Ferazzoli Family.

Neptune's Nurseries

Bay View & Ocean Bay Blvd
Ocean Bay Park, NY 11770 USA
neptunesnurseries@gmail.com



Estimate

ADDRESS
Woodhull School
Surf Road
Ocean Beach, New York 11770

ESTIMATE 1051
DATE 03/16/2024
EXPIRATION DATE 07/27/2024

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
July Maintenance	JULY week 1: -Cut grass and edge lawn 3hours x 5 person crew -	15	75.00	1,125.00
July Maintenance	JULY Week 3: Shape bushes and trees rear of school	36	75.00	2,700.00
July Maintenance	JULY Week 4: Shape bushes and trees northside of school	78	75.00	5,850.00
August Maintenance	AUGUST Week 3: Top and heavy shape of trees/bushes/shrubs	40	75.00	3,000.00
Winter Property Maintenance	Winter Prune -Heavy prune of all trees/bushes/shrubs etc	34	75.00	2,550.00
Completed St 124 Form must be received for NYS Tax Exemption Neptune's Nurseries Vinnie Fazio		SUBTOTAL		15,225.00
		TAX		0.00
		TOTAL		\$15,225.00

Accepted By

Accepted Date



Yearbook Agreement

School Annual by Jostens, Inc. | 304 Curry Drive | Sedalia, MO 65301 | 800-436-6030

(Use Physical 911 Address/No P.O. Boxes)

Customer Name: WOODHULL SCHOOL
 Street Address: PO BOX 428
 City: OCEAN BEACH
 State: NY Zip/Postal: 11770
 Customer Phone: (631)583-5626

Contact Name: Bianca Daidone
 Contact Role: Yearbook Adviser
 Contact Email: bdaidone@fi.k12.ny.us
 Contact Phone: (631) 583-5626
 Job # 772924 Rep # 6159 N/R: R

The Customer has selected School Annual by Jostens, Inc. to be their exclusive yearbook provider for the years identified below (the "Term"). The parties agree as follows:

Jostens and the Customer will work together to establish all yearbook specifications (including things such as size, copies and pages), completion deadlines, price, and delivery schedules for each year during the Term and subject to the terms and conditions found at:

<https://jostens.secure.force.com/terms?lid=SAUS>

After this Agreement is signed, as the Customer's exclusive yearbook provider Jostens will invest in and allocate resources to provide training and assistance to the Customer to help with the creation, production and marketing of the Customer's yearbook, including without limitation the planning, content, theme, layout, and merchandising.

The Term of this Agreement is for the following years: 2025 through 2025

This Agreement is subject to acceptance by Jostens and to Jostens' standard printing terms and conditions.

X Bianca Daidone
 SIGNATURE OF CUSTOMER AUTHORIZED REPRESENTATIVE

X Kristen Yoder
 SIGNATURE OF JOSTENS AUTHORIZED REPRESENTATIVE

Bianca Daidone Mar 25, 2024
 PRINTED NAME DATE

Kristen Yoder Mar 15, 2024
 PRINTED NAME DATE

X _____
 SIGNATURE OF 2ND CUSTOMER AUTHORIZED REPRESENTATIVE (IF REQUIRED)

 PRINTED NAME DATE

Pages: 64
 Copies: 75
 Cover Type: Paper Custom

Estimated Base Price: \$ 2831.00
 Estimated Price Per Book: \$ _____

Additional Notes/Specifications Agreed Upon:

Soft cover yearbooks, 64 pages, 75-99 copies, \$37.75 each, custom cover included

SUBJECT: PURCHASING

The Board of Education views purchasing as serving the educational program by providing necessary supplies, equipment and related services. Purchasing will be centralized in the business office under the general supervision of the Purchasing Agent designated by the Board.

It is the goal of the Board to purchase competitively, without prejudice or favoritism, and to seek the maximum educational value for every dollar expended. Competitive bids or quotations shall be solicited in connection with purchases pursuant to law.

The General Municipal Law requires that purchase contracts for materials, equipment and supplies involving an estimated annual expenditure exceeding \$20,000 and public works contracts involving an expenditure of more than \$35,000 will be awarded only after responsible bids have been received in response to a public advertisement soliciting formal bids. Purchases of the same commodity cannot be artificially divided for the purpose of avoiding the threshold. Similar procurements to be made in a fiscal year will be grouped together for the purpose of determining whether a particular item must be bid.

Recognizing that the educational welfare of the students is the foremost consideration in making any purchase, the district's purchasing activity will strive to meet the following objectives:

1. to effectively supply the school system with needed materials, supplies and contracted services;
2. to obtain materials, supplies and contracted services at the lowest prices possible consistent with the quality and standards needed as determined by the Purchasing Agent *in conformance with state law and regulation* and in cooperation with the requisitioning authority.
3. to ensure that all purchases fall within the framework of budgetary limitations and that they are consistent with the educational goals and programs of the district;
4. to maintain an appropriate and comprehensive accounting and reporting system to record and document all purchasing transactions; and
5. to ensure, through the use of proper internal controls, that loss and/or diversion of district property is prevented.

Opportunities shall be provided to all responsible suppliers to do business with the school district. Suppliers whose place of business is situated within the district may be given preferential consideration only when bids or quotations on an item or service are identical as to price, quality and other factors. Purchases will be made through available cooperative BOCES bids, federal contracts, state contracts of the Office of General Services, county contracts, or the

contracts of other political subdivisions or districts therein, as allowed by law and permitted by applicable contract terms, whenever such purchases are in the best interest of the district. Prior to making such purchases or contracts, the District shall consider whether such purchase/contract will result in cost savings after all factors, including charges for service, material, and delivery, have been considered. In addition, the district will make purchases from correctional institutions and severely disabled persons through charitable or non-profit-making agencies, as provided by law.

In accordance with law, the district shall give a preference in the purchase of instructional materials to vendors who agree to provide materials in alternative formats. The term "alternative format" shall mean any medium or format for the presentation of instructional materials, other than a traditional print textbook, that is needed as an accommodation for a disabled student enrolled in the district (or program of a BOCES), including but not limited to Braille, large print, open and closed captioned, audio, or an electronic file in a format compatible with alternative format conversion software that is appropriate to meet the needs of the individual student.

The Board is also aware of the need to reduce exposure of students and staff to potentially harmful chemicals and substances used in cleaning and maintenance. In accordance with law, regulation and guidelines set forth by the Office of General Services (OGS), the district will purchase and utilize environmentally sensitive cleaning and maintenance products in its facilities whenever feasible. Cleansers purchased must, first and foremost, be effective so that the district may continue to purchase non-green products as necessary. Environmentally sensitive cleaning and maintenance products will be procured in accordance with & standard purchasing procedures as outlined in this policy and regulation.

In order to ensure that the district avails itself of advantageous purchasing opportunities, the Board authorizes the Purchasing Agent to represent the district in applying for federal programs designed to discount prices for goods and services. Specifically, the Purchasing Agent, will abide by the rules and regulations associated with applying for telecommunications service discounts through the Universal Service Fund (E-Rate), in addition to complying with the local purchasing policies set forth by the Board. As with all purchasing activity, appropriate documentation of the application and purchase through any federal program will be maintained by the business office.

Competitive Bidding

Purchase contracts and public works contracts subject to competitive bidding will be awarded to the lowest responsible bidder, however, the Board authorizes that purchase contracts may be awarded on the basis of best value, as defined in General Municipal Law, section 103 and State Finance Law, section 163. When the District determines to award a purchase contract on the basis of "best value," the bid specifications shall identify the criteria and rating system to

be utilized in making a "best value" determination. The purchasing agent shall maintain documentation reflecting said criteria and rating system, as well as the evaluation of each bidder's bid in connection with same.

In addition, the Board authorizes the receipt of sealed bids for purchase contracts in electronic format, pursuant to the provisions of General Municipal Law §103(I) which addresses proper documentation, authentication, security, and confidentiality of electronic bids.

The district shall comply with the requirements of General Municipal Law §103-g, which prohibits, with few exceptions, competitive bidding contracts with entities that invest significantly in the Iranian energy sector, as outlined in the accompanying regulation.

Purchasing when Competitive Bidding Not Required

Goods and services which are not required by law to be procured by the district through competitive bidding will be procured in a manner so as to ensure the prudent and economical use of public monies, in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption. Proper documentation to substantiate that a purchase qualifies as an exception to seeking competition is required and shall be maintained as appropriate, including those purchases made pursuant to the exceptions noted below (emergencies, sole source items, and professional services). The use of purchase orders is required.

Competitive bidding, even if the dollar value of the purchase meets the threshold established above, is not required in the following circumstances:

1. emergencies where time is a crucial factor;
2. procurements for which there is no possibility of competition (sole source items); or
3. Professional services that require special skill or training (see policy 5411 for guidance on purchasing professional services).

Alternative proposals or quotations will be secured by requests for proposals, written or verbal quotations or any other appropriate method of procurement, except as permitted by state law for procurements:

1. under a county contract;
2. under a state contract;
3. under a federal contract;
4. under a contract of another political subdivision;

5. of articles manufactured in state correctional institutions; or
6. from agencies for the blind and severely disabled.

The district will provide justification and documentation of any contract awarded to an offer or other than the lowest responsible dollar offeror, setting forth the reasons why such award is in the best interests of the district and otherwise furthers the purposes of section 104-b of the General Municipal Law.

General Purchasing Provisions

The Superintendent of Schools, with the assistance of the Purchasing Agent, shall be responsible for the establishment and implementation of the procedures and standard forms for use in all purchasing and related activities in the district. Such procedures shall comply with all applicable laws and regulations of the state and the Commissioner of Education.

No Board member, officer or employee of the school district shall have an interest in any contract entered into by the Board or the district, as provided in Article 18 of the General Municipal Law.

Comments will be solicited from those administrators involved in the procurement process before enactment of the district's policies regarding purchasing and from time to time thereafter. The policies must then be adopted by Board resolution. All district policies regarding the procurement processes will be reviewed by the Board at least annually.

The unintentional failure to fully comply with the provisions of section 104-b of the General Municipal Law or the district's policies regarding procurement will not be grounds to void action taken nor give rise to a cause of action against the district or any officer or employee of the district.

Cross-ref: 6110. School Board Member Ethics
5411. Purchasing Authority
5411. Contracting for Professional Services

Ref: Comprehensive Iran Sanctions, Accountability, and Divestment Act of 2010 (Public Law 111-195)
Education Law §§305(14); 409-i; 1604(29-a); 1709(4-a)(9)(14)(22); 2503(7-a); 2554(7-a)
General Municipal Law §§102; 103; 103-g; 104; 104-b; 109-a; 800 et seq. State Finance Law §§97-g(3), (4), (5); 163; 163-b; 165-a
County Law §408-a(2)

PURCHASING REGULATION

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

I. Definitions

Best value: optimizing quality, cost and efficiency. The basis for best value shall reflect, whenever possible, objective and quantifiable analysis, and may also take into consideration small businesses or certified minority- or women- owned businesses as defined in State Finance Law §163.

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

Public Works Contract: a contract involving services, labor or construction.

II. General Municipal Law

The General Municipal Law requires that purchase contracts for materials, equipment and supplies involving an estimated annual expenditure exceeding \$20,000 and public works contracts involving an expenditure of more than \$35,000 will be awarded only after responsible bids have been received in response to a public advertisement soliciting formal bids. Similar procurements to be made in a fiscal year will be grouped together for the purpose of determining whether a particular item must be bid.

III. Competitive Bidding Required

A. Method of Determining Whether Procurement is Subject to Competitive Bidding

1. The district will first determine if the proposed procurement is a purchase contract or a contract for public works.
2. If the procurement is either a purchase contract or a contract for public works, the district will then determine whether the amount of the procurement is above the applicable monetary threshold as set forth above.
3. The district will also determine whether any exceptions to the competitive bidding requirements (as set forth below) exist.
4. All advertised bids shall include the following statement required by General Municipal Law I 03-g: "By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not

on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law."

B. Contract Combining Professional Services and Purchase

In the event that a contract combines the provision of professional services and a purchase, the district, in determining the appropriate monetary threshold criteria to apply to the contract, will determine whether the professional service or the purchase is the predominant part of the transaction.

C. Opening and Recording Bids; Awarding Contracts

The Purchasing Agent will be authorized to open and record bids. Contracts will be awarded to the lowest responsible bidder, or a purchase contract bid of best value (as recommended by the Purchasing Agent), who has furnished the required security after responding to an advertisement for sealed bids.

In order to be considered a responsible bidder, entities must certify that they are not on the list created and maintained by the State Office of General Services cataloging significant investment in the Iranian energy sector. Such statement may be submitted electronically pursuant to General Municipal Law §103(1).

Entities that cannot make this certification may only be awarded the bid if:

1. The entity's investment activities in Iran were made before April 12, 2012; the investment activities in Iran have not been expanded or renewed after that date; and the entity has adopted, publicized, and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
2. The district makes a determination, in writing that the goods or services are necessary for the district to perform its functions and that, absent such an exemption, the district would be unable to obtain the goods or services for which the contract is offered.

D. Documentation of Competitive Bids

The district will maintain proper written documentation which will set forth the method in which it determined whether the procurement is a purchase or a public work contract.

E. Purchase of Instructional Materials

In accordance with Education Law the district shall give a preference in the purchase of instructional materials to vendors who agree to provide materials in alternative formats (i.e., any medium or format for the presentation of instructional materials, other than a traditional print textbook, that is needed as an accommodation for a disabled student enrolled in the district, including but not limited to Braille, large print, open and closed captioned, audio or an electronic file in an approved format.)

The district will establish and follow a plan to ensure that every student with a disability who needs his or her instructional materials in an alternative format will receive those materials at the same time that they are available to non-disabled students.

F. Leases of Personal Property

In addition to the above-mentioned competitive bidding requirements, section 1725 of the Education Law requires that the district will be subject to competitive bidding requirements for purchase contracts when it enters into a lease of personal property.

Documentation: The district will maintain written documentation such as quotes, cost-benefit analysis of leasing versus purchasing, etc.

G. Environmentally-Sensitive Cleaning and Maintenance Products

The district will purchase and utilize environmentally sensitive cleaning and maintenance products whenever feasible. The purchasing agent will consult with the Green Guidelines provided by the Office of General Services.

Any legal issues regarding the applicability of competitive bidding requirements will be presented to the school attorney for review.

IV. Exceptions to Competitive Bidding Requirements

The district will not be subject to competitive bidding requirements when the Board of Education, in its discretion, determines that one of the following situations exists:

1. emergency situations where:
 - a. the situation arises out of an accident or unforeseen occurrence or condition;
 - b. a district building, property, or the life, health, or safety of an individual on district property is affected; or

- c. the situation requires immediate action which cannot await competitive bidding.

However, when the Board passes a resolution that an emergency situation exists, the district will make purchases at the lowest possible costs, seeking competition by informal solicitation of quotes or otherwise, to the extent practicable under the circumstances.

Documentation: The district will maintain records of verbal (or written) quotes, as appropriate;

2. when the district purchases surplus or second-hand supplies, materials or equipment from the federal or state governments or from any other political subdivision or public benefit corporation within the state.

Documentation: The district will maintain market price comparisons (verbal or written quotes) and the name of the government entity;

3. when the district purchases goods, supplies and services from municipal hospitals under joint contracts and arrangements entered into pursuant to section 2803-a of the Public Health Law.

Documentation: The district will maintain the legal authorization, Board authorization and market price comparisons; or

4. when there is only one possible source from which to procure goods or services required in the public interest.

Documentation: The district will maintain written documentation of the unique benefits of the item or service purchased as compared to other items or services available in the marketplace; that no other item or service provides substantially equivalent or similar benefits; and that, considering the benefits received, the cost of the item or service is reasonable, when compared to conventional methods. In addition, the documentation will provide that there is no possibility of competition for the procurement of the goods.

5. when the district purchases professional services that require special skill or training, such as but not limited to, audit, medical, legal or insurance services, or property appraisals.

Documentation: The district will keep proper documentation in accordance with policy 5410.

6. when the district purchases through the contracts of (or "piggybacks" onto) other governmental entities, as authorized by law, for certain goods and services permitted by law. Factors relevant to the decision to "piggyback" may include cost, staff time, delivery arrangements, quality of goods and services, and suitability of such goods and services to the district's needs.

Documentation: The district will keep documentation indicating why "piggybacking" is in the best interests of the district, and that the originating contract was awarded in a manner consistent with applicable competitive bidding requirements.

IV. Quotes When Competitive Bidding Not Required

Goods and services which are not required by law to be procured by the district through competitive bidding will be procured in a manner so as to ensure the prudent and economical use of public monies in the best interest of the taxpayers. Alternative proposals or quotations will be secured by requests for proposals, written or verbal quotations or any other appropriate method of procurement, as set forth below.

A. Methods of Documentation

1. Verbal Quotations: the telephone log or other record will set forth, at a minimum, the name of vendor, item or service desired, quantity requested, unit and total cost quoted, and name of person obtaining quote;
2. Written Quotations: vendors will provide, at a minimum, the name of vendor, item or service desired, quantity requested, unit and total cost quoted, and name of person obtaining quote. All written quotations must be retained and submitted to the Purchasing Agent for review. For example, with regard to insurance, the district will maintain documentation that will include bid advertisements, specifications and the awarding resolution. Alternatively, written or verbal quotation forms will serve as documentation if formal bidding is not required.
3. Requests for Proposals: the district will utilize RFPs to engage professional service providers in accordance with policy 5410.

B. Purchases/Public Work: Methods of Competition to be Used for Non-Bid Procurements; Documentation to be Maintained

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

1. Purchase Contracts up to \$20,000

- a. Contracts from \$1,000 to \$5,000: Verbal or written quotes

Documentation will include notations of verbal quotes. All written quotations must be retained and submitted to the Purchasing Agent for review.

- b. Contracts in excess of \$5,000 to \$20,000: Written quotes (must be retained and submitted to the Purchasing Agent)

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

- a. Contracts from \$1,000 to \$10,000: Verbal or written quotes

Documentation will include notations of verbal quotes. All written quotations must be retained and submitted to the Purchasing Agent for review.

- b. Contracts in excess of \$10,000 to \$35,000: Written quotes (must be retained and submitted to the Purchasing Agent)

VI. Quotes Not Required When Competitive Bidding Not Required

The district will not be required to secure alternative proposals or quotations for those procurements as permitted by state law:

1. under a county contract;
2. under a state contract;
3. under a federal contract;
4. under a contract of another political subdivision;
5. of articles manufactured in state correctional institutions; or
6. from agencies for the blind and severely disabled.

VII. Procurements from Other than the "Lowest Responsible Dollar Offeror"

The district will provide justification and documentation of any contract awarded to an offerer other than the lowest responsible dollar offeror, setting forth the reasons why such award is in the best interests of the district and otherwise furthers the purposes of section 104-b of the General Municipal Law.

VIII. Internal Control

The Board authorizes the Superintendent of Schools, with the assistance of the Purchasing Agent, to establish and maintain an internal control structure to ensure, to the best of their ability, that the district's assets will be safeguarded against loss from unauthorized use or disposition, that transactions will be executed in accordance with the law and district policies and regulations, and recorded properly in the financial records of the district.

Comments will be solicited from those administrators involved in the procurement process before enactment of the district's regulations regarding purchasing and from time to time thereafter. The regulations must then be adopted by Board resolution. All district regulations regarding the procurement processes will be reviewed by the Board at least annually.

The unintentional failure to fully comply with the provisions of section 104-b of the General Municipal Law or the district's regulations regarding procurement will not be grounds to void action taken or give rise to a cause of action against the district or any officer or employee of the district.

IX. Confirming Purchase Orders

A verbal order, subject to subsequent confirmation by a written purchase order, may be given only in cases where necessity for immediate action exists, an emergency. Naturally, such a deviation from "the norm" should have a very limited use.

The individual placing such as an order should justify the need for this action. Lack of proper planning should not be considered a valid reason for this process. A confirming order should be issued immediately after availability of funds is determined and certified to. This order should follow the same procedures as other orders but should have priority so that the vendor will receive the order without delay. The order should be marked unconfirming PO".

The district should notify all administrators and employees that it will not be responsible for orders placed in this manner unless a confirming order has been cleared by the Purchasing Agent. If a confirming order is disapproved, the materials or supplies should be returned, if possible. The Purchasing Agent, administrator, and vendor should be notified immediately, and appropriate steps taken.

X. Uniform Guidance

To comply with Uniform Guidance, the district implements policies and procedures, including, but not limited to:

- A. The Fire Island UFSD will use its own documented procurement procedures which reflect applicable State, local and tribal laws and regulations, provided that the procurements conform to applicable Federal law and Uniform Guidance. As such, Fire Island UFSD procurement related to Federal grants will be subject to New York State General Municipal Law, this policy, and Uniform Guidance Requirements.
- B. Contract files will document the significant history of the procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis of contract price.
- C. The Fire Island UFSD will utilize one of the five acceptable procurement methodologies detailed in §200.320 which include:
 - 1. Micro purchases
 - 2. Small purchase procedures;
 - 3. Sealed bids;
 - 4. Competitive proposals; and
 - 5. Non-competitive proposals (sole source).
- D. Procurements will provide for full and open competition as set forth in the Uniform Guidance and State and local procurement thresholds.
- E. No employee, officer, or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ and of the parties indicated herein, has a financial or other interest in.
- F. Or a tangible personal benefit from a firm considered for a contract. The officers, employees and agents can neither solicit nor accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts. If the financial interest is not substantial or the gift is an unsolicited item of nominal value, no further action will be taken. Otherwise, however, disciplinary actions will be applied for violations of this section.
- G. The Fire Island UFSD will avoid acquisition of unnecessary or duplicative items. Consideration will be given to consolidating or breaking out procurements to obtain more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical procurement approach. The Fire Island UFSD will also analyze other means, as described in §200.318 of the Uniform Guidance, to ensure appropriate and economical acquisitions.

- H. The Fire Island UFSD will enter into State and local intergovernmental agreements or inter-entity agreements, where appropriate.
- I. The Fire Island UFSD will only utilize Time and Materials contracts only when it has been determined, in writing that no other contract type is suitable, and the contract includes a ceiling price that the contractor exceeds at its own risk.
- J. Vendors/Contractors that develop or draft specifications, requirements, statements of work, or invitation to bids or requests for proposals must be excluded from competing for such procurements.
- K. The Fire Island UFSD will make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed.
- L. Agency Programs are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. "Covered Transactions" include those procurement contracts for goods and services awarded under a non-procurement transaction (e.g., grant or cooperative agreement) that are expected to equal or exceed \$25,000. All non-procurement transactions, irrespective of award amount, are considered covered transactions, except for those transactions identified in 2 CFR §180.215.
- M. The Fire Island UFSD will include a suspension/debarment clause in all written contracts in which the vendor/contractor will certify that it is not suspended or debarred. The contract will also contain language requiring the vendor/contractor to notify the Fire Island UFSD immediately upon becoming suspended or debarred. This will serve as adequate documentation as long as the contract remains in effect.
- N. The Fire Island UFSD program staff will be required to notify the Purchasing Department that Federal funding will be used for a certain procurement/contract. When requesting a written bid or contract, the program staff will be responsible for running the name of the vendor/contractor through the System for Award Management (SAM) to determine any exclusions. A copy of the SAM search will be included with the contract request. Prior to issuing a Purchase Order using Federal funds, the Purchasing Department will check the SAM to determine if any exclusion exists for the vendor/contractor. If a vendor/contractor is found to be suspended or debarred, the Fire Island UFSD will immediately cease to do business with the vendor.

- O. The Fire Island UFSD will not use statutorily or administratively impose State, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographical preference.
- P. The Fire Island UFSD will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor area surplus firms are used when possible.
- Q. The Fire Island UFSD will procure recovered materials in compliance with §200.322.
- R. The Fire Island UFSD will perform a cost or price analysis relating to every procurement more than the Simplified Acquisition Threshold (\$150,000)
- S. The Fire Island UFSD will require appropriate bonding requirements as per §200.325.
- T. The Fire Island UFSD will only award contracts to Responsible Vendors and will document, in writing, such determination.
- U. The Fire Island UFSD contracts will contain the applicable provisions described in Appendix II to Part 200- Contract Provisions for Non-Federal Entity Contracts under Federal Awards.
- V. The Fire Island UFSD programs will maintain oversight to ensure that contractors perform in accordance with the contract terms, conditions, and specifications.
- W. Copies of executed contracts will be maintained by the Purchasing Department and Purchase Orders will be maintained in the nVision Requisitioning System.

Adoption Date: