

FIRE ISLAND UNION FREE SCHOOL DISTRICT

BOARD OF EDUCATION

Regular Meeting Agenda

December 12, 2023

4:30 p.m.

Call to Order

Pledge of Allegiance

Voice of the Taxpayer

ITEM 1 **Approval of Minutes**

- a. Regular Meeting of November 14, 2023
- b. Work Session of November 29, 2023

ITEM 2 **Finance**

- a. Treasurer's Report
- b. Trial Balance Reports
- c. Appropriation Status Report
- d. Revenue Status Reports
- e. Cash Disbursement Reports (General, Payroll)
- f. Voided Check Report
- g. Cash Balance Report
- h. Budget Transfer
- i. Cash Transfer
- j. Warrants (General)

ITEM 3 **Superintendent's Report**

ITEM 4 **Correspondence**

ITEM 5 **Action Items – Recommended for Approval**

- a. 2023-24 Snow Plowing Services Agreement - *Bruce Metcalf, Inc. @ \$250 per day*
- b. 2023-24 Claims Auditor Agreement – *Jo-Anne Filipkowski @ \$600 per month*
- c. 2023-24 Appointments – Substitute Teacher: *M. Ringen @ daily rate of \$176.42*
- d. CSE/CPSE/504 Recommendations - *Confidential*

ITEM 6 **Discussion**

- a. Tuition Rates for 2024-25 school year
- b. Claims Auditor Policy #1335

ITEM 7 **Public Hearing/1st Reading of Policy Revision**

- a. #6190 – Workplace Violence Prevention Policy Statements

RESOLUTION

WHEREAS, Labor Law § 27-b was recently amended, effective January 4, 2024, to require school districts to adopt a Workplace Violence Prevention Policy and accompanying forms released by the Department of Labor including: Record and Policy Review; Evaluation of the Physical Environment; List of Risks and Mitigation Efforts; Workplace Violence Training Outline; and Workplace Violence Incident Report; and

WHEREAS, it is necessary to implement the policy and accompanying forms to comply with applicable law.

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 enclosed Workplace Violence Prevention Policy and accompanying forms.

ITEM 8 **Public Hearing/2nd Reading and Adoption of Policy**

- a. #3410 – Code of Conduct
- b. #6121 – Sexual Harassment in the Workplace

ITEM 9 **Executive Session**

Motion to enter executive session to receive legal advice regarding District policy.

ITEM 10 **Adjournment**

Rev.1

Public Hearing/Regular Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
November 14, 2023

DRAFT

CALL TO ORDER	The meeting was called to order at 4:31p.m. by President J. Lippert.
MEMBERS PRESENT	L. Kaufman, J. Lippert, L. Nowachek, J. Phelan, K. Skelly-Kurka, A. Wood, M. Wyckoff
MEMBERS ABSENT	All present
OTHERS PRESENT	T. Davey, Superintendent J. Lizza, Assistant Superintendent for Business & Operations R. Swierkowski, Treasurer R. Roth, School Attorney T. Murphy, District Clerk
APPROVAL OF MINUTES	Minutes of the following meetings were accepted as read: • Audit Committee Meeting of October 10, 2023 • Regular Meeting of October 10, 2023 • Work Session of October 24, 2023 (L. Kaufman, L. Nowachek; 7-0)
TREASURER’S REPORT	Treasurer’s Report for the month ended October 2023 was accepted as hereby attached. (J. Phelan, A. Wood; 7-0)
TRIAL BALANCE REPORTS	The Board accepts the Trial Balance Report for the month ending October 2023 as hereby attached. (J. Phelan, A. Wood; 7-0)
APPROPRIATION STATUS REPORT	The Board accepts the Appropriation Status Report for October 2023 as hereby attached. (J. Phelan, A. Wood; 7-0)
REVENUE STATUS REPORT	The Board accepts the Revenue Status Report for October 2023 as hereby attached. (J. Phelan, A. Wood; 7-0)
CASH DISBURSEMENT REPORTS	The Board accepts the Cash Disbursement reports (General, Payroll, Capital) for October 2023 as hereby attached. (J. Phelan, A. Wood; 7-0)
VOIDED CHECK REPORT	The Board accepts the Voided Check report for October 2023 as hereby attached. (J. Phelan, A. Wood; 7-0)
CASH BALANCE REPORT	The Board accepts the Cash Balance Report as hereby attached. (J. Phelan, L. Nowachek; 7-0)
BUDGET TRANSFER	The Board accepts a Budget Transfer in the amount of \$1,364.32 as hereby attached. (A. Wood, L. Nowachek; 7-0)

CASH TRANSFER

The Board approves a cash transfer in the amount of \$410,000.00 as hereby attached.
(K. Skelly-Kurka, L. Nowachek; 7-0))

WARRANT

The Board hereby approves the Warrant (General) in the amount of \$266,410.45 as presented.
(J. Phelan, K. Skelly-Kurka; 7-0)

SUPERINTENDENT'S REPORT

Mr. Davey reported on the following:

- Thank you to the Village of Ocean Beach Offices who offered treats to the students during the Halloween parade through town. The students were very excited!
- A big thank you to the students in 5th and 6th grade who built a Halloween themed festival in the school gymnasium for the students to enjoy. It was a fun filled afternoon!
- Students in grades 5 & 6 are leading the way with service to the community with the Thanksgiving Food Drive. Donations will be brought to Pronto in Bay Shore to provide to those less fortunate.
- Thanksgiving Feast for students and staff will be held Wednesday, November 15, 2023.
- For Veterans Day, each classroom took some time to recognize the service and sacrifices of our Veterans.
- Zoom Meetings with Bay Shore and Islip were held to help support 6th graders (some 5th graders, as well), with their transitions to Middle School. Later in the year, families will be invited in for a meeting to share information about each district.
- Professional Development for our teaching staff
- Strategic Planning Process – We are gathering input from faculty, staff and our school community through the *Thought Exchange* survey platform. The consultant will start the next phase of the planning at our work session on November 29, 2023.
- A District Wide Safety Team Meeting was held on October 26, 2023. Discussion at the meeting reviewed changes to this year's plan; identified the need for the district to be included in key groups for weather related emergencies; evacuation and reoccupation plans; Woodhull is not an evacuation or shelter-in site for residents.
- Syntax – we are waiting for a draft of the film footage from their visits.
- Winter ready – to name a few: AC units are covered, sprinkler lines drained, snowblower is operational, boilers are operational, generator has been tested.
- Our first budget work session is January 23, 2024.
- Early Release Drill taking place Wednesday, November 21, 2023 at 2:15 p.m.
- Thanksgiving Recess 11/22/2023 – 11/24/2023

- Board of Education Work Session with strategic planning consultant, Dr. Kevin McGowan, Wednesday, November 29, 2023 @ 4:30 p.m.
- PTA Craft Fair will be held on December 1, 2023 during the school day.
- A Safety Sally bus safety course will take place at the school on Wednesday, December 6th, 2023.
- Woodhull's Holiday Program will be held, Tuesday, December 19, 2023 @ 6:30 p.m. in the gymnasium.

CORRESPONDENCE

There was no correspondence.

APPROVAL 2023 STRATEGIC PLANNING CONSULTING AGREEMENT – LEADERSHIP SOLUTIONS ADVISORS, LLC

On the recommendation of the Superintendent, the Board hereby approves the 2023 Consulting Agreement with Leadership Solutions Advisors, LLC at the fee of \$16,100.00 (\$11,764.00 to be paid by the Federal Rural Education Achievement Program Grant).
(M. Wyckoff, L. Kaufman; 7-0)

PUBLIC HEARING/ 1ST READING OF PROPOSED POLICY

A Public Hearing and first reading was held of the following policies:

- #3410 – Code of Conduct
- #6121 – Sexual Harassment in the Workplace

PUBLIC HEARING/ 2ND READING & ADOPTION OF POLICY REVISIONS

Following a Public Hearing and second reading, the Board adopts revisions to the following policy as hereby attached:

- #Use of Timeout and Physical Restraints

(A. Wood, J. Phelan; 7-0)

EXECUTIVE SESSION

The Board entered into Executive Session at 5:10 p.m. to discuss upcoming negotiations with the Fire Island Teacher's Association, matters pertaining to the employment of a particular person, and to receive legal counsel on a confidential report.

(J. Phelan, L. Nowachek; 7-0)

ADJOURNMENT

The regular meeting resumed and was immediately adjourned at 5:49 p.m.

(K. Skelly-Kurka, L. Nowachek; 7-0)

Traci Murphy
District Clerk

Work Session – Strategic Planning
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
November 29, 2023

DRAFT

CALL TO ORDER	The meeting was called to order at 4:32 pm by President, Jay Lippert
MEMBERS PRESENT	L. Kaufman, J. Lippert, J. Phelan, A. Wood, M. Wyckoff
MEMBERS ABSENT	L. Nowachek, K. Skelly-Kurka
OTHERS PRESENT	T. Davey, Superintendent J. Lizza, Assistant Superintendent for Business & Operations T. Murphy, District Clerk P. Tamberino, Director of Curriculum and Special Projects J. Crawson, Faculty K. McNulty, Faculty K. McGowan, Presenter, Leadership Solutions Advisors, LLC
DISCUSSION	Dr. Kevin McGowan met with the BOE to discuss the process of developing a strategic plan for the future of Woodhull School, which includes: a. Initial planning phase – we have already started gathering information from our Woodhull families and community regarding their hopes, dreams and aspirations for the future of the District. b. Discussion of our Mission, Vision and Core Values with Leadership Team and Board. c. A draft of the Mission, Vision, and Core Values and is refined accordingly. d. The draft of the Mission, Vision and Core Values will be presented to the community as a planning workshop on Friday, December 15, 2023. e. Feedback is organized and compiled into a draft. f. Action steps are designed to accomplish the goals of each priority area. g. Action plans are refined and developed for presentation and publication to the school community. • Dr. McGowan presented the breakdown of the participation to the Thought Exchange Survey that was sent out to Woodhull families and community. He also expressed the importance of once the plan is finalized, it should be revisited on a yearly basis and adjusted/changed accordingly.
ADJOURNMENT	The meeting was adjourned at 6:33 p.m. (J. Phelan, A. Wood; 5-0)

Traci Murphy
District Clerk

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name							
Date	Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
A 204	FNBLI CHECKING							
			BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	86,775.07	
11/02/2023	9461		A/R Receipt for Scalise, Joseph & Ksenia - A/R Receipt for Scalise, Joseph & Ksenia	CR-5	3,469.78	0.00	90,244.85	
11/02/2023	9462		A/R Receipt for Appell, Marialaina - A/R Receipt for Appell, Marialaina	CR-5	126.96	0.00	90,371.81	
11/03/2023	9463		Cash Receipt 394308Adult Ed- Mah JonhhGinny Horton, Mareen Pilliteri	CR-5	20.00	0.00	90,391.81	
11/06/2023	9464		A/R Receipt for Patricia Purnhagen - A/R Receipt for Patricia Purnhagen	CR-5	483.42	0.00	90,875.23	
11/07/2023	9465		A/R Receipt for Renee Weil - A/R Receipt for Renee Weil	CR-5	185.47	0.00	91,060.70	
11/07/2023	9466		A/R Receipt for James Fitz - A/R Receipt for James Fitz	CR-5	185.47	0.00	91,246.17	
11/13/2023	9467		A/R Receipt for Kevin Gillespie - A/R Receipt for Kevin Gillespie	CR-5	35.47	0.00	91,281.64	
11/13/2023	9468		A/R Receipt for Kevin Gillespie - A/R Receipt for Kevin Gillespie	CR-5	150.00	0.00	91,431.64	
11/13/2023	9469		A/R Receipt for Roberta Roesch - A/R Receipt for Roberta Roesch	CR-5	92.73	0.00	91,524.37	
11/13/2023	9470		***CASH*** Receipt 394309Noreen Pillitteri- Mahjong 11/9/23	CR-5	10.00	0.00	91,534.37	
11/15/2023	41		Monthly Cash Transfer for Warrant / Payroll	JE-6	210,000.00	0.00	301,534.37	
11/15/2023	9471		A/R Receipt for Gerard Rohan - A/R Receipt for Gerard Rohan	CR-5	185.47	0.00	301,719.84	
11/15/2023	9472		A/R Receipt for Lois Thornberg - A/R Receipt for Lois Thornberg	CR-5	185.47	0.00	301,905.31	
11/15/2023	9473		A/R Receipt for Appell, Marialaina - A/R Receipt for Appell, Marialaina	CR-5	3,175.87	0.00	305,081.18	
11/15/2023	9474		A/R Receipt for Linda Howe - A/R Receipt for Linda Howe	CR-5	185.47	0.00	305,266.65	
11/15/2023	9475		A/R Receipt for Wendell Chu - A/R Receipt for Wendell Chu	CR-5	362.56	0.00	305,629.21	
11/15/2023	9476		A/R Receipt for Evelyn Rahne - A/R Receipt for Evelyn Rahne	CR-5	185.47	0.00	305,814.68	
11/16/2023	9477		A/R Receipt for Dawn Lippert - A/R Receipt for Dawn Lippert	CR-5	483.42	0.00	306,298.10	
11/21/2023	9478		A/R Receipt for Loretta Cannon - A/R Receipt for Loretta Cannon	CR-5	185.47	0.00	306,483.57	
11/21/2023	9479		***CASH*** Receipt 394310Bonnie Nofton- Mah Jonhh 11/6/23	CR-5	10.00	0.00	306,493.57	

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
A 204	FNBLI CHECKING							
11/21/2023	9480			Patricia Stretch Check 222Mah Jong 11/16/23	CR-5	10.00	0.00	306,503.57
11/29/2023	43			To record November 2023 Aid Receipts	JE-6	9,975.52	0.00	316,479.09
11/30/2023				See Cash Disbursement Schedule 10	CD-10	0.00	266,410.45	50,068.64
Grand Totals:						229,704.02	266,410.45	50,068.64

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
A 204-1	FNBLI Payroll			BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	311,455.80
11/01/2023	36			Payroll 11/3/23	JE-6	2,341.88	0.00	313,797.68
11/01/2023	39			To celar up reonciling items for Payroll account	JE-6	454.73	0.00	314,252.41
11/14/2023	40			Payroll 11/17/2023	JE-6	2,341.88	0.00	316,594.29
11/15/2023	41			Monthly Cash Transfer for Warrant / Payroll	JE-6	200,000.00	0.00	516,594.29
11/30/2023				See Cash Disbursement Schedule 11	CD-11	0.00	218,280.78	298,313.51
Grand Totals:						205,138.49	218,280.78	298,313.51

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
A 205	FNBLI Money Market								
				BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	3,263,972.33	
11/15/2023	41			Monthly Cash Transfer for Warrant / Payroll	JE-6	0.00	410,000.00	2,853,972.33	
11/30/2023	44			November Interest Received	JE-6	125.15	0.00	2,854,097.48	
Grand Totals:						125.15	410,000.00	2,854,097.48	

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
A 206	FNBLI Repair Reserve								
				BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	108,893.34	
11/30/2023	44			November Interest Received	JE-6	4.48	0.00	108,897.82	
Grand Totals:						4.48	0.00	108,897.82	

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
A 207	FNBLI Capital Reserve #2								
				BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	1,026,195.59	
11/30/2023	44			November Interest Received	JE-6	42.17	0.00	1,026,237.76	
Grand Totals:						42.17	0.00	1,026,237.76	

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name								
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
A 208	FNBLI Capital Reserve								
				BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	816,775.91	
11/30/2023	44			November Interest Received	JE-6	33.57	0.00	816,809.48	
Grand Totals:						33.57	0.00	816,809.48	

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name				Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation				
H 204	FNBLI Capital Fund Checking							
				BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	9,918.37
Grand Totals:						0.00	0.00	9,918.37

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
CM 204	FIA Scholarship							
				BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	3,885.33
11/30/2023				See Cash Disbursement Schedule 10	CD-10	0.00	3,469.78	415.55
Grand Totals:						0.00	3,469.78	415.55

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2023 To 11/30/2023

Account	Account Name				Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation				
CM 204-1				Conrad Muriel Wirostek Schholarship				
				BALANCE 07/01/2023 - 10/31/2023		0.00	0.00	92,294.94
Grand Totals:						0.00	0.00	92,294.94

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2023 - 11/30/2023



Account	Description	Debits	Credits
A 204	FNBLI CHECKING	50,068.64	0.00
A 204-1	FNBLI Payroll	298,313.51	0.00
A 205	FNBLI Money Market	2,854,097.48	0.00
A 206	FNBLI Repair Reserve	108,897.82	0.00
A 207	FNBLI Capital Reserve #2	1,026,237.76	0.00
A 208	FNBLI Capital Reserve	816,809.48	0.00
A 210	Petty Cash	200.00	0.00
A 380	Accounts Receivable	11,455.94	0.00
A 391-2	Due From Capital Fund	420,000.00	0.00
A 510	Estimated Revenue	6,417,436.00	0.00
A 521	Encumbrances	3,189,977.21	0.00
A 522	Expenditures	1,579,566.08	0.00
A 599	Appropriated Fund Balance	0.00	509,016.81
A 601	Accrued Liabilities	0.00	688.47
A 630-1	Due To Special Aid Fund (F)	0.00	11,764.00
A 630-2	Due To Capital Fund	0.00	797,945.33
A 632	Due To Teachers Retirement System	0.00	167,351.19
A 637	Due To Employees Retirement	0.00	34,135.00
A 691	Deferred Revenue	0.00	5,175.88
A 693	Deferred Revenues - Suffolk County	0.00	630,000.00
A 718	State Retirement	0.00	492.89
A 720	Group Insurance AFLAC	2,084.73	0.00
A 721	NYS Income Tax	267.37	0.00
A 722	Federal Income Tax	0.48	0.00
A 724	Association and Union Dues	0.00	1,245.96
A 727	Teachers Retirement	0.00	4,086.70
A 738	Student Deposits	0.00	1,880.00
A 814	Reserve For Workers Compensation	0.00	888,109.49
A 815	Unemployment Insurance Reserve	0.00	50,689.28
A 821	Reserve For Encumbrances	0.00	2,455,584.28
A 827	Retirement Contribution Reserve	0.00	1,001,340.12
A 828	TRS Contribution Reserve	0.00	62,537.32
A 867	Reserve For Employee Benefits	0.00	163,706.16
A 878	Reserve For Capital	0.00	2,645,347.83
A 882	Reserve For Repairs	0.00	129,963.44
A 909	Fund Balance, Unreserved	0.00	1,086,873.12
A 914	Assigned Appropriated Fund Balance	0.00	150,000.00
A 960	Appropriations	0.00	5,908,419.19
A 980	Revenues	0.00	69,060.04
A Fund Totals:		16,775,412.50	16,775,412.50
CM 204	FIA Scholarship	415.55	0.00
CM 204-1	Conrad Muriel Wirostek Scholarship	92,294.94	0.00
CM 522	Expenditures	3,469.78	0.00
CM 909	Fund Balance, Unreserved	0.00	86,121.49
CM 980	Revenues	0.00	10,058.78
CM Fund Totals:		96,180.27	96,180.27

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2023 - 11/30/2023



Account	Description	Debits	Credits
F 391	Due From Other Funds	21,600.00	0.00
F 510	Estimated Revenue	11,764.00	0.00
F 521	Encumbrances	11,764.00	0.00
F 630	Due To Other Funds	0.00	9,836.00
F 821	Reserve For Encumbrances	0.00	11,764.00
F 960	Appropriations	0.00	11,764.00
F 980	Revenues	0.00	11,764.00
F Fund Totals:		45,128.00	45,128.00
H 204	FNBLI Capital Fund Checking	9,918.37	0.00
H 391	Due From Other Funds	377,945.21	0.00
H 522	Expenditures	496,863.23	0.00
H 599	Appropriated Fund Balance	860,730.33	0.00
H 600	Accounts Payable	0.00	23,996.48
H 909	Fund Balance, Unreserved	0.00	860,730.33
H 960	Appropriations	0.00	860,730.33
H Fund Totals:		1,745,457.14	1,745,457.14
Grand Totals:		18,662,177.91	18,662,177.91

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 11/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.20	Board Of Education		500.00	0.00	500.00	0.00	0.00	500.00
A 1010.40	Board Of Education		10,926.00	0.00	10,926.00	6,787.00	3,650.00	489.00
A 1010.45	Board Of Education		1,001.00	78.00	1,079.00	241.91	284.09	553.00
1010	BOARD OF EDUCATION	*	12,427.00	78.00	12,505.00	7,028.91	3,934.09	1,542.00
A 1040.16	District Clerk		85,082.18	0.00	85,082.18	33,004.02	52,077.16	1.00
A 1040.20	District Clerk		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1040.40	District Clerk		500.00	0.00	500.00	0.00	0.00	500.00
A 1040.45	District Clerk		500.00	0.00	500.00	0.00	0.00	500.00
1040	DISTRICT CLERK	*	87,082.18	0.00	87,082.18	33,004.02	52,077.16	2,001.00
A 1060.40	District Meeting		8,985.65	0.00	8,985.65	0.00	0.00	8,985.65
1060	DISTRICT MEETING	*	8,985.65	0.00	8,985.65	0.00	0.00	8,985.65
10		**	108,494.83	78.00	108,572.83	40,032.93	56,011.25	12,528.65
A 1240.15	Central Administration		223,696.49	0.00	223,696.49	86,013.20	137,683.29	0.00
A 1240.16	Central Administration		24,783.15	0.00	24,783.15	9,665.06	14,705.63	412.46
A 1240.20	Central Administration		2,000.00	0.00	2,000.00	1,181.16	0.00	818.84
A 1240.40	Central Administration		4,000.00	0.00	4,000.00	2,732.48	1,058.69	208.83
A 1240.45	Central Administration		700.00	0.00	700.00	220.89	0.00	479.11
1240	CHIEF SCHOOL ADMINISTRATOR	*	255,179.64	0.00	255,179.64	99,812.79	153,447.61	1,919.24
12		**	255,179.64	0.00	255,179.64	99,812.79	153,447.61	1,919.24
A 1310.15	Business Administration		159,549.75	0.00	159,549.75	61,366.20	98,183.55	0.00
A 1310.40	Business Admin		24,938.00	1,300.00	26,238.00	11,105.60	2,701.00	12,431.40
A 1310.49	Business Administration		1,383.52	-1,000.00	383.52	0.00	383.52	0.00
1310	BUSINESS ADMINISTRATION	*	185,871.27	300.00	186,171.27	72,471.80	101,268.07	12,431.40
A 1320.40	Auditing		30,400.00	15,000.00	45,400.00	15,000.00	30,400.00	0.00
1320	AUDITING	*	30,400.00	15,000.00	45,400.00	15,000.00	30,400.00	0.00
A 1325.16	District Treasurer		86,922.06	0.00	86,922.06	33,431.60	53,490.46	0.00
A 1325.20	District Treasurer		500.00	0.00	500.00	0.00	0.00	500.00
A 1325.40	District Treasurer		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1325.45	District Treasurer		2,000.00	0.00	2,000.00	0.00	1,122.50	877.50
1325	TREASURER	*	90,422.06	0.00	90,422.06	33,431.60	54,612.96	2,377.50
A 1345.49	BOCES Services		0.00	1,173.63	1,173.63	1,173.63	0.00	0.00
1345	PURCHASING	*	0.00	1,173.63	1,173.63	1,173.63	0.00	0.00
13		**	306,693.33	16,473.63	323,166.96	122,077.03	186,281.03	14,808.90

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 11/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1420.40	Legal		55,500.00	0.00	55,500.00	12,526.98	33,973.02	9,000.00
1420	LEGAL	*	55,500.00	0.00	55,500.00	12,526.98	33,973.02	9,000.00
A 1430.49	Personnel		19,042.50	0.00	19,042.50	1,323.77	17,718.73	0.00
1430	PERSONNEL	*	19,042.50	0.00	19,042.50	1,323.77	17,718.73	0.00
A 1460.16	Records Management Officer		500.00	0.00	500.00	0.00	0.00	500.00
A 1460.40	Records Management-Con Expenditure		5,000.00	0.00	5,000.00	2,094.55	2,905.45	0.00
1460	RECORDS MANAGEMENT OFFICER	*	5,500.00	0.00	5,500.00	2,094.55	2,905.45	500.00
A 1480.49	Public Information Services - BOCES		15,380.25	0.00	15,380.25	1,809.03	13,571.22	0.00
1480	PUBLIC INFORMATION & SERVICES	*	15,380.25	0.00	15,380.25	1,809.03	13,571.22	0.00
14		**	95,422.75	0.00	95,422.75	17,754.33	68,168.42	9,500.00
A 1620.16	Operations Of Plant		119,315.20	0.00	119,315.20	47,181.72	65,244.62	6,888.86
A 1620.16B	Operations of Plant - Overtime		4,000.00	0.00	4,000.00	614.06	0.00	3,385.94
A 1620.20	Operations Of Plant		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 1620.40	Operations Of Plant		80,250.00	0.00	80,250.00	18,356.25	55,138.75	6,755.00
A 1620.45	Operations Of Plant		56,708.00	0.00	56,708.00	16,075.47	39,661.52	971.01
1620	OPERATION OF PLANT	*	263,273.20	0.00	263,273.20	82,227.50	160,044.89	21,000.81
A 1621.16	Maintenance Of Plant		86,921.74	0.00	86,921.74	33,816.10	54,105.63	-999.99
A 1621.16B	Maintenance of Plant - Overtime		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 1621.20	Maintenance Of Plant		104,500.00	-64,916.22	39,583.78	6,926.92	470.70	32,186.16
A 1621.40	Maintenance Of Plant		27,050.00	29,150.00	56,200.00	30,425.88	25,604.12	170.00
A 1621.45	Maintenance Of Plant		5,200.00	0.00	5,200.00	372.22	2,173.43	2,654.35
1621	MAINTENANCE OF PLANT	*	226,671.74	-35,766.22	190,905.52	71,541.12	82,353.88	37,010.52
A 1622.2	Security		83,075.44	0.00	83,075.44	672.83	3,966.92	78,435.69
1622	SECURITY	*	83,075.44	0.00	83,075.44	672.83	3,966.92	78,435.69
A 1660.45	Central Storeroom		3,500.00	0.00	3,500.00	444.22	513.78	2,542.00
1660	CENTRAL STOREROOM	*	3,500.00	0.00	3,500.00	444.22	513.78	2,542.00
A 1670.40	Central printing & mailing		6,299.88	1,280.00	7,579.88	1,815.43	3,164.45	2,600.00
A 1670.45	Central printing & mailing		2,240.00	0.00	2,240.00	2,163.00	0.00	77.00
1670	CENTRAL PRINTING & MAILING	*	8,539.88	1,280.00	9,819.88	3,978.43	3,164.45	2,677.00
A 1680.45	Central Data Processing		8,500.00	0.00	8,500.00	4,529.84	3,445.38	524.78
A 1680.49	Central Data Processing		105,788.26	0.00	105,788.26	4,549.89	101,238.37	0.00
1680	CENTRAL DATA PROCESSING	*	114,288.26	0.00	114,288.26	9,079.73	104,683.75	524.78
16		**	699,348.52	-34,486.22	664,862.30	167,943.83	354,727.67	142,190.80

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 11/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1910.40	Unallocated Insurance		86,200.00	0.00	86,200.00	73,946.00	6,530.00	5,724.00
1910	UNALLOCATED INSURANCE	*	86,200.00	0.00	86,200.00	73,946.00	6,530.00	5,724.00
A 1981.49	Boces Administrative Charge		8,652.00	0.00	8,652.00	2,884.00	5,768.00	0.00
1981	BOCES ADMINISTRATIVE COSTS	*	8,652.00	0.00	8,652.00	2,884.00	5,768.00	0.00
19		**	94,852.00	0.00	94,852.00	76,830.00	12,298.00	5,724.00
1		***	1,559,991.07	-17,934.59	1,542,056.48	524,450.91	830,933.98	186,671.59
A 2010.49	Curriculum Development		11,409.00	0.00	11,409.00	4,473.47	6,935.53	0.00
2010	CURRICULUM DEVEL & SUPERVISION	*	11,409.00	0.00	11,409.00	4,473.47	6,935.53	0.00
A 2020.15	Curriculum Development Administrative		131,700.90	0.00	131,700.90	50,654.20	81,046.70	0.00
2020	SUPERVISION-REGULAR SCHOOL	*	131,700.90	0.00	131,700.90	50,654.20	81,046.70	0.00
A 2070.40	In-Service Training		30,000.00	0.00	30,000.00	2,000.00	21,775.87	6,224.13
2070	INSERVICE TRAINING-INSTRUCTION	*	30,000.00	0.00	30,000.00	2,000.00	21,775.87	6,224.13
20		**	173,109.90	0.00	173,109.90	57,127.67	109,758.10	6,224.13
A 2110.10	Teaching Regular School		69,799.02	0.00	69,799.02	16,107.48	53,691.55	-0.01
A 2110.12	Teaching Regular School		619,649.96	40,141.22	659,791.18	157,669.29	347,873.28	154,248.61
A 2110.12--01	Teaching Regular School Art		27,080.18	0.00	27,080.18	6,249.30	20,830.88	0.00
A 2110.12--02	Teaching Regular School Music		31,715.52	0.00	31,715.52	7,318.98	24,396.55	-0.01
A 2110.12--03	Teaching Regular School P/E		76,849.15	0.00	76,849.15	21,956.88	54,892.27	0.00
A 2110.14	Teaching Regular School - Substitut		44,056.08	0.00	44,056.08	6,880.38	30,175.70	7,000.00
A 2110.20	Teaching Regular School		5,000.00	0.00	5,000.00	4,999.55	0.00	0.45
A 2110.40	Teaching Regular School		15,000.00	-3,601.10	11,398.90	4,480.85	79.00	6,839.05
A 2110.40--01	Teaching Regular School Art		0.00	0.00	0.00	0.00	0.00	0.00
A 2110.40--02	Teaching Regular School Music		1,200.00	1,177.74	2,377.74	2,424.74	153.00	-200.00
A 2110.45	Teaching Regular School		13,200.00	2,907.60	16,107.60	12,807.55	3,131.78	168.27
A 2110.45--01	Teaching Regular School Art		1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2110.45--02	Teaching Regular school Music		1,300.00	0.00	1,300.00	135.06	572.05	592.89
A 2110.45--03	Teaching Regular School P/E		500.00	650.92	1,150.92	0.00	1,090.00	60.92
A 2110.47	Teaching Regular School		127,543.86	0.00	127,543.86	-119,228.60	127,543.86	119,228.60
A 2110.48	Teaching Regular School		5,000.00	0.00	5,000.00	1,706.15	0.00	3,293.85
A 2110.49	Teaching Regular School		5,888.12	0.00	5,888.12	716.18	5,021.94	150.00
2110	TEACHING-REGULAR SCHOOL	*	1,045,281.89	41,276.38	1,086,558.27	124,223.79	669,451.86	292,882.62
21		**	1,045,281.89	41,276.38	1,086,558.27	124,223.79	669,451.86	292,882.62
A 2250.15	Programs for Students w/ Disabilities		88,132.55	0.00	88,132.55	21,779.28	66,353.27	0.00

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 11/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2250.20	Programs for Students w/ Disabilities		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2250.40	Programs for Students w/ Disabilities		11,000.00	0.00	11,000.00	1,074.73	2,425.27	7,500.00
A 2250.45	Programs for Students w/ Disabilities		500.00	0.00	500.00	0.00	0.00	500.00
A 2250.47	Programs for Students w/ Disabilities		85,996.49	0.00	85,996.49	-81,258.00	85,996.49	81,258.00
A 2250.49	Programs for Students w/ Disabilities		114,213.28	-173.63	114,039.65	15,167.90	98,871.75	0.00
2250	PROGRAMS-STUDENTS W/ DISABIL	*	300,842.32	-173.63	300,668.69	-43,236.09	253,646.78	90,258.00
22		**	300,842.32	-173.63	300,668.69	-43,236.09	253,646.78	90,258.00
A 2330.49	Environmental Education - BOCES		30,000.00	0.00	30,000.00	0.00	30,000.00	0.00
2330	TEACHING-SPECIAL SCHOOLS	*	30,000.00	0.00	30,000.00	0.00	30,000.00	0.00
23		**	30,000.00	0.00	30,000.00	0.00	30,000.00	0.00
A 2610.15	School Library		54,160.35	0.00	54,160.35	12,498.54	41,661.81	0.00
A 2610.20	School Library		300.00	0.00	300.00	282.04	0.00	17.96
A 2610.40	School Library		4,000.00	0.00	4,000.00	780.00	0.00	3,220.00
A 2610.45	School Library		5,000.00	0.00	5,000.00	941.39	1,183.87	2,874.74
A 2610.49	School Library		6,130.30	0.00	6,130.30	6,225.15	0.00	-94.85
2610	SCHOOL LIBRARY & AUDIOVISUAL	*	69,590.65	0.00	69,590.65	20,727.12	42,845.68	6,017.85
A 2620.49	Educational TV - BOCES		1,324.00	0.00	1,324.00	0.00	1,324.00	0.00
2620	EDUCATIONAL TELEVISION	*	1,324.00	0.00	1,324.00	0.00	1,324.00	0.00
A 2630.15	Computer Assisted Instruction		126,680.13	0.00	126,680.13	48,723.20	77,956.93	0.00
A 2630.20	Computer Assisted Instruction		13,000.00	1,376.05	14,376.05	1,376.05	0.00	13,000.00
A 2630.22	Computer Hardware		60,095.00	799.69	60,894.69	52,929.69	0.00	7,965.00
A 2630.40	Computer Assisted Instruction		23,730.00	1,228.31	24,958.31	9,701.76	5,200.00	10,056.55
A 2630.45	Computer Assisted Instruction		2,500.00	0.00	2,500.00	1,233.75	343.35	922.90
A 2630.46	Computer Software		2,500.00	987.95	3,487.95	1,136.30	0.00	2,351.65
2630	COMPUTER ASSISTED INSTRUCTION	*	228,505.13	4,392.00	232,897.13	115,100.75	83,500.28	34,296.10
26		**	299,419.78	4,392.00	303,811.78	135,827.87	127,669.96	40,313.95
A 2815.16	Health Services		66,640.62	0.00	66,640.62	19,155.54	45,485.09	1,999.99
A 2815.20	Health Services		500.00	0.00	500.00	0.00	0.00	500.00
A 2815.40	Health Services		9,000.00	0.00	9,000.00	0.00	9,000.00	0.00
A 2815.41	Health Svc's- Other Dist		1,500.00	0.00	1,500.00	0.00	1,500.00	0.00
A 2815.45	Health Services		800.00	0.00	800.00	785.62	23.04	-8.66
2815	HEALTH SERVICES-REGULAR SCHOOL	*	78,440.62	0.00	78,440.62	19,941.16	56,008.13	2,491.33
A 2820.40	Psychological Services		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00

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Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2820.45	Psychological Services		600.00	0.00	600.00	0.00	0.00	600.00
2820	PSYCHOLOGICAL SRVC-REG SCHOOL	*	1,600.00	0.00	1,600.00	0.00	0.00	1,600.00
A 2830.49	Pupil Personnel		1,500.00	0.00	1,500.00	556.00	944.00	0.00
2830	PUPIL PERSONNEL SRVC-SPEC SCHL	*	1,500.00	0.00	1,500.00	556.00	944.00	0.00
A 2850.15	Co Curricular Activities		26,600.00	0.00	26,600.00	3,270.00	0.00	23,330.00
A 2850.40	Co Curricular Activities		27,000.00	0.00	27,000.00	0.00	14,607.50	12,392.50
A 2850.45	Co Curricular Activities		1,000.00	0.00	1,000.00	268.21	0.00	731.79
2850	CO-CURRICULAR ACTIV-REG SCHL	*	54,600.00	0.00	54,600.00	3,538.21	14,607.50	36,454.29
28		**	136,140.62	0.00	136,140.62	24,035.37	71,559.63	40,545.62
2		***	1,984,794.51	45,494.75	2,030,289.26	297,978.61	1,262,086.33	470,224.32
A 5510.16	District Transportation		338,109.81	0.00	338,109.81	94,482.13	205,579.91	38,047.77
a 5510.16b	Overtime		19,500.00	0.00	19,500.00	6,411.19	0.00	13,088.81
A 5510.20	District Transportation		1,000.00	0.00	1,000.00	522.36	0.00	477.64
A 5510.21	District Transportation		0.00	94,558.00	94,558.00	0.00	94,558.00	0.00
A 5510.40	District Transportation		105,350.00	0.00	105,350.00	65,872.26	38,752.74	725.00
A 5510.45	District Transportation		65,000.00	0.00	65,000.00	10,444.57	54,555.43	0.00
A 5510.49	District Transportation		3,436.00	0.00	3,436.00	0.00	3,436.00	0.00
5510	DISTRICT TRANSPORT-MEDICAID	*	532,395.81	94,558.00	626,953.81	177,732.51	396,882.08	52,339.22
A 5530.16	Garage Building		9,171.12	0.00	9,171.12	3,527.40	5,643.72	0.00
A 5530.20	Garage Building		2,000.00	0.00	2,000.00	487.00	113.00	1,400.00
A 5530.40	Garage Building		10,000.00	0.00	10,000.00	1,216.65	6,783.35	2,000.00
A 5530.45	Garage Building		500.00	0.00	500.00	472.39	27.61	0.00
5530	GARAGE BUILDING	*	21,671.12	0.00	21,671.12	5,703.44	12,567.68	3,400.00
A 5581.49	Mobile Safety Bus - BOCES		1,020.00	0.00	1,020.00	0.00	1,020.00	0.00
5581	TRANSPORTATION FROM BOCES	*	1,020.00	0.00	1,020.00	0.00	1,020.00	0.00
55		**	555,086.93	94,558.00	649,644.93	183,435.95	410,469.76	55,739.22
5		***	555,086.93	94,558.00	649,644.93	183,435.95	410,469.76	55,739.22
A 7140.16	Community Recreation		21,898.27	0.00	21,898.27	12,430.05	5,257.36	4,210.86
A 7140.40	Community Recreation		15,000.00	0.00	15,000.00	700.00	4,900.00	9,400.00
A 7140.45	Community Recreation		5,000.00	0.00	5,000.00	480.00	0.00	4,520.00
A 7140.45 -CL	Community Recreation - Library		5,000.00	0.00	5,000.00	2,902.92	0.00	2,097.08
7140	RECREATION	*	46,898.27	0.00	46,898.27	16,512.97	10,157.36	20,227.94
71		**	46,898.27	0.00	46,898.27	16,512.97	10,157.36	20,227.94

FIRE ISLAND UFSD

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Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
7		***	46,898.27	0.00	46,898.27	16,512.97	10,157.36	20,227.94
A 9010.80	State Retirement		130,446.45	0.00	130,446.45	106,652.00	0.00	23,794.45
9010	STATE RETIREMENT	*	130,446.45	0.00	130,446.45	106,652.00	0.00	23,794.45
A 9020.80	Teacher Retirement		175,000.00	0.00	175,000.00	0.00	0.00	175,000.00
9020	TEACHERS' RETIREMENT	*	175,000.00	0.00	175,000.00	0.00	0.00	175,000.00
A 9030.80	Social Security		210,000.00	0.00	210,000.00	57,635.69	152,364.31	0.00
9030	SOCIAL SECURITY	*	210,000.00	0.00	210,000.00	57,635.69	152,364.31	0.00
A 9040.80	Worker Compensation		1,000.00	0.00	1,000.00	14,131.00	35,869.00	-49,000.00
9040	WORKERS' COMPENSATION	*	1,000.00	0.00	1,000.00	14,131.00	35,869.00	-49,000.00
A 9045.80	Life Insurance		3,000.00	0.00	3,000.00	1,357.87	316.50	1,325.63
9045	LIFE INSURANCE	*	3,000.00	0.00	3,000.00	1,357.87	316.50	1,325.63
A 9050.80	Unemployment Insurance		1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
9050	UNEMPLOYMENT INSURANCE	*	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
A 9055.80	Disability Insurance		100.00	0.00	100.00	0.00	100.00	0.00
9055	DISABILITY INSURANCE	*	100.00	0.00	100.00	0.00	100.00	0.00
A 9060.80	Hospital & Dental Insurance		985,026.83	-1,135.16	983,891.67	377,411.08	486,679.97	119,800.62
9060	HOSPITAL, MEDICAL & DENTAL INS	*	985,026.83	-1,135.16	983,891.67	377,411.08	486,679.97	119,800.62
A 9070.80	Unused Sick Leave Payment		85,000.00	0.00	85,000.00	0.00	0.00	85,000.00
9070	UNION WELFARE BENEFITS	*	85,000.00	0.00	85,000.00	0.00	0.00	85,000.00
A 9089.80	Medicare Reimbursement		50,092.13	0.00	50,092.13	0.00	0.00	50,092.13
9089	OTHER	*	50,092.13	0.00	50,092.13	0.00	0.00	50,092.13
90		**	1,640,665.41	-1,135.16	1,639,530.25	557,187.64	676,329.78	406,012.83
9		***	1,640,665.41	-1,135.16	1,639,530.25	557,187.64	676,329.78	406,012.83
Fund ATotals:			5,787,436.19	120,983.00	5,908,419.19	1,579,566.08	3,189,977.21	1,138,875.90
CM 2989.40	Scholarships & Awards		0.00	0.00	0.00	3,469.78	0.00	-3,469.78
2989		*	0.00	0.00	0.00	3,469.78	0.00	-3,469.78
29		**	0.00	0.00	0.00	3,469.78	0.00	-3,469.78
2		***	0.00	0.00	0.00	3,469.78	0.00	-3,469.78
Fund CMTotals:			0.00	0.00	0.00	3,469.78	0.00	-3,469.78
F 2060.40	Research Planning Evaluation		11,764.00	0.00	11,764.00	0.00	11,764.00	0.00
2060		*	11,764.00	0.00	11,764.00	0.00	11,764.00	0.00

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 11/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
20		**	11,764.00	0.00	11,764.00	0.00	11,764.00	0.00
2		***	11,764.00	0.00	11,764.00	0.00	11,764.00	0.00
Fund FTotals:			11,764.00	0.00	11,764.00	0.00	11,764.00	0.00
H 1620.293-20-21	HVAC Upgrade 2021 General Construction		764,070.00	-400,202.90	363,867.10	0.00	0.00	363,867.10
1620		*	764,070.00	-400,202.90	363,867.10	0.00	0.00	363,867.10
H 1622.240-20-21	HVAC Upgrade 2021 Contractual Other		35,151.98	8,008.96	43,160.94	43,160.94	0.00	0.00
H 1622.245-20-21	Materials & Supplies		61,508.35	392,193.94	453,702.29	453,702.29	0.00	0.00
1622		*	96,660.33	400,202.90	496,863.23	496,863.23	0.00	0.00
16		**	860,730.33	0.00	860,730.33	496,863.23	0.00	363,867.10
1		***	860,730.33	0.00	860,730.33	496,863.23	0.00	363,867.10
Fund HTotals:			860,730.33	0.00	860,730.33	496,863.23	0.00	363,867.10
Grand Totals:			6,659,930.52	120,983.00	6,780,913.52	2,079,899.09	3,201,741.21	1,499,273.22

FIRE ISLAND UFSD

Revenue Status Report By Function From 7/1/2023 To 11/30/2023



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	0.00	5,120,531.00
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	0.00	630,000.00
A 1085	School Tax Relief " Star "	7,500.00	0.00	7,500.00	0.00	7,500.00
A 1311	Day School Tuition From individuals	51,109.24	0.00	51,109.24	27,055.13	24,054.11
A 1315	Adult Education	3,500.00	0.00	3,500.00	1,380.00	2,120.00
A 1335	Student Fees & Charges	2,000.00	0.00	2,000.00	1,395.44	604.56
A 2401	Interest & Earnings	4,000.00	0.00	4,000.00	1,276.73	2,723.27
A 2650	Sale Of Surplus Material	0.00	0.00	0.00	7,232.23	-7,232.23
A 2665	Sale Of Equipment	3,000.00	0.00	3,000.00	0.00	3,000.00
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	0.00	6,808.76
A 2705	Gifts & Donations	0.00	0.00	0.00	1,000.00	-1,000.00
A 3101	Basic State Aid	293,935.00	0.00	293,935.00	24,562.00	269,373.00
A 3101.EX	Excess Cost Aid	50,000.00	0.00	50,000.00	0.00	50,000.00
A 3102	Lottery Aid	16,264.00	0.00	16,264.00	5,158.51	11,105.49
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	0.00	1,407.00
A 3262	Computer Software Aid	450.00	0.00	450.00	0.00	450.00
A 3263	Library Aid	125.00	0.00	125.00	0.00	125.00
A Totals:		6,417,436.00	0.00	6,417,436.00	69,060.04	6,348,375.96
Grand Totals:		6,417,436.00	0.00	6,417,436.00	69,060.04	6,348,375.96

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
1002	☒	11/30/2023	3228	Fire Island UFSD			23-24 Scholarship		
						CM 2989.40		3,469.78	0.00
Check Totals:								3,469.78	0.00
2044	☐	11/14/2023	2981	Advanced Industrial Maintenanc	7027	A 1621.40		325.00	325.00
Check Totals:								325.00	325.00
2045	☐	11/14/2023	4013	Inc Amazon.com Services					
				7221		A 2850.45		64.56	64.56
				7223		A 2850.45		115.96	115.96
				7228		A 2850.45		40.88	40.88
Check Totals:								221.40	221.40
2046	☐	11/14/2023	3170	Bagel Boss					
				7180		A 1240.45		70.99	70.99
Check Totals:								70.99	70.99
2047	☐	11/14/2023	2947	Baldwin Automotive					
				7017		A 5510.40		606.25	606.25
				7017		A 5510.40		314.25	314.25
				7017		A 5510.40		297.00	297.00
				7017		A 5510.40		1,048.75	1,048.75
				7017		A 5510.40		297.00	297.00
				7017		A 5510.40		341.70	341.70
				7017		A 5510.40		797.25	797.25
				7017		A 5510.40		4,114.25	4,114.25
Check Totals:								7,816.45	7,816.45
2048	☐	11/14/2023	3897	Bang's Towing, Inc.					
				7243		A 5510.40		350.00	350.00
Check Totals:								350.00	350.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2049	☐	11/14/2023	1999	Bank of America Business Card	7056	A 2110.45		16.99	16.99
Check Totals:								16.99	16.99
2050	☐	11/14/2023	3832	Benetech, Inc.	7035	A 1310.40		77.50	77.50
Check Totals:								77.50	77.50
2051	☐	11/14/2023	4023	BSN Sports LLC	7177	A 1621.20		907.20	907.20
Check Totals:								907.20	907.20
2052	☐	11/14/2023	4030	Coffee Distributing Corp	7029	A 1620.45		121.55	121.55
								121.55	121.55
								9.95	9.95
								38.99	38.99
								-123.91	-123.91
Check Totals:								168.13	168.13
2053	☐	11/14/2023	3899	Cornell Cooperative Extension of Sufflok County	7229	A 2110.40		100.00	100.00
Check Totals:								100.00	100.00
2054	☐	11/14/2023	1004	Costello's Ace Hardware	7050	A 1621.45		28.77	28.77
Check Totals:								28.77	28.77
2055	☐	11/14/2023	3282	David A. Levenson	7057	A 2250.40		429.89	429.89
Check Totals:								429.89	429.89
2056	☐	11/14/2023	4068	Didax Education Resources					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					7169	A 2110.40		86.01	86.01
Check Totals:								86.01	86.01
2057	☐	11/14/2023	3831	East End Workers Comp Plan					
					7124	A 9040.80		14,131.00	14,131.00
Check Totals:								14,131.00	14,131.00
2058	☐	11/14/2023	1835	EASTERN SUFFOLK BOCES					
					7023	A 1430.49		476.46	476.46
					7023	A 1680.49		195.32	195.32
					7023	A 1981.49		721.00	721.00
					7023	A 2010.49		473.47	473.47
					7023	A 2110.49		716.18	716.18
					7023	A 2250.49		7,226.40	7,226.40
					7023	A 2830.49		278.00	278.00
					7023	A 1480.49		1,809.03	1,809.03
Check Totals:								11,895.86	11,895.86
2059	☐	11/14/2023	4067	ECA Educational Services					
					7151	A 2110.20		4,735.24	4,735.24
					7159	A 2110.45		1,232.00	1,232.00
					7158	A 2110.45		115.36	115.36
					7151	A 2110.45		667.64	667.64
Check Totals:								6,750.24	6,750.24
2060	☐	11/14/2023	3913	Evan-Moor Educational Publishers					
					7240	A 2110.45		15.98	15.98
Check Totals:								15.98	15.98
2061	☐	11/14/2023	1115	FIRE ISLAND BOTTLE GAS CORP.					
					7052	A 1620.40		1,566.86	1,566.86
Check Totals:								1,566.86	1,566.86

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2062	☐	11/14/2023	1054	FIRE ISLAND FERRIES, INC.	7061	A 1620.40		349.65	349.65
Check Totals:								349.65	349.65
2063	☐	11/14/2023	2468	FIRST RELIANCE STANDARD LIFE INSUR.	7022	A 9060.80		3,075.84	3,075.84
Check Totals:								3,075.84	3,075.84
2064	☐	11/14/2023	3074	GovConnection	6410	A 2630.40		33.31	33.31
Check Totals:								33.31	33.31
2065	☐	11/14/2023	1718	GRAINGER	7046	A 1620.45		418.91	418.91
				7046	A 1620.45			19.43	19.43
				7046	A 1620.45			141.25	141.25
				7237	A 5530.45			363.60	363.60
				7238	A 5530.45			38.43	38.43
Check Totals:								981.62	981.62
2065	☐	11/14/2023	1718	GRAINGER	7046	A 1620.45	**VOID**	-418.91	-418.91
				7046	A 1620.45			-19.43	-19.43
				7046	A 1620.45			-141.25	-141.25
				7237	A 5530.45			-363.60	-363.60
				7238	A 5530.45			-38.43	-38.43
Check Totals:								-981.62	-981.62
2066	☐	11/14/2023	3900	Great Minds PCB	7241	A 2110.45		38.78	38.78
Check Totals:								38.78	38.78
2067	☐	11/14/2023	2507	GUERCIO AND GUERCIO					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					7062	A 1420.40		3,041.66	3,041.66
					7063	A 1420.40		621.00	621.00
Check Totals:								3,662.66	3,662.66
2068	☐	11/14/2023	3914	Heinemann	7231	A 2110.48		45.15	45.15
Check Totals:								45.15	45.15
2068	☐	11/14/2023	3914	Heinemann	7231	A 2110.48	**VOID**	-45.15	-45.15
Check Totals:								-45.15	-45.15
2069	☐	11/14/2023	1023	I. JANVEY AND SONS, INC.	7047	A 1620.45		1,279.35	1,279.35
Check Totals:								1,279.35	1,279.35
2070	☐	11/14/2023	3156	Iron Mountain	7005	A 1460.40		418.91	418.91
Check Totals:								418.91	418.91
2071	☐	11/14/2023	1063	ISLIP BULLETIN	7236	A 1310.40		57.80	57.80
Check Totals:								57.80	57.80
2072	☐	11/14/2023	3799	Johnson Controls Security Solutions	7003	A 1620.40		564.38	564.38
Check Totals:								564.38	564.38
2073	☐	11/14/2023	1020	KING KULLEN GROCERY CO., INC.	7069	A 1010.45		2.52	2.52
					7069	A 1010.45		130.49	130.49
Check Totals:								133.01	133.01

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2074	☐	11/14/2023	1441	LAKESHORE LEARNING MATERIALS	7234	A 2110.45		304.32	304.32
Check Totals:								304.32	304.32
2075	☐	11/14/2023	4004	Land Sea & Air	7153	A 5510.40		65.00	65.00
					7153	A 5510.40		65.00	65.00
					7153	A 5510.40		45.00	45.00
Check Totals:								175.00	175.00
2076	☐	11/14/2023	1064	LONG ISLAND ADVANCE	7235	A 1310.40		57.80	57.80
Check Totals:								57.80	57.80
2077	☐	11/14/2023	4061	Long Island Conservancy, Inc	7059	A 7140.40		140.00	140.00
Check Totals:								140.00	140.00
2078	☐	11/14/2023	4015	National Art Education Association	7094	A 2110.40		70.00	70.00
Check Totals:								70.00	70.00
2079	☐	11/14/2023	1119	NYS EMP. HEALTH INS PENDING A/	7011	A 9060.80		74,142.27	74,142.27
Check Totals:								74,142.27	74,142.27
2080	☐	11/14/2023	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	7225	A 9010.80		106,652.00	106,652.00
Check Totals:								106,652.00	106,652.00
2081	☐	11/14/2023	1194	NYS SCHOOL BOARDS ASSOCIATION	7246	A 1010.40		3,484.00	3,484.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
Check Totals:							3,484.00	3,484.00
2082	☐	11/14/2023	3977	Old Country Fuel Oil Inc. 7054	A 1620.40		2,472.00	2,472.00
Check Totals:							2,472.00	2,472.00
2083	☐	11/14/2023	1512	ORIENTAL TRADING COMPANY 7222	A 2850.45		46.81	46.81
Check Totals:							46.81	46.81
2084	☐	11/14/2023	2813	PEST PRO EXTERMINATING COMPANY 7055	A 1620.40		115.00	115.00
Check Totals:							115.00	115.00
2085	☐	11/14/2023	2308	POWER PRO SERVICE COMPANY, INC 7026	A 1621.40		767.88	767.88
Check Totals:							767.88	767.88
2086	☐	11/14/2023	3580	PSEG Long Island, LLC 7065 7064	A 1620.45 A 5530.40		1,622.71 332.79	1,622.71 332.79
Check Totals:							1,955.50	1,955.50
2087	☐	11/14/2023	3564	PTSI 7106	A 5530.45		70.36	70.36
Check Totals:							70.36	70.36
2088	☐	11/14/2023	1107	SCHOOL HEALTH CORPORATION 7219 7224	A 2815.45 A 2815.45		162.32 51.20	162.32 51.20
Check Totals:							213.52	213.52

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2089	☐	11/14/2023	2456	STAPLES Contract & Commercial					
				7038		A 1660.45		24.89	24.89
				7038		A 2110.45		78.69	78.69
Check Totals:								103.58	103.58
2090	☐	11/14/2023	2515	Studies Weekly					
				7230		A 2110.40		101.58	101.58
Check Totals:								101.58	101.58
2091	☐	11/14/2023	3351	Suffolk County Comm., Inc.					
				7242		A 5510.20		522.36	522.36
				7004		A 5510.40		499.20	499.20
				7242		A 5510.40		101.70	101.70
Check Totals:								1,123.26	1,123.26
2092	☐	11/14/2023	3185	Suffolk County Music Educators' Association					
				7039		A 2110.40--02		200.00	200.00
Check Totals:								200.00	200.00
2093	☐	11/14/2023	3309	Suffolk Printing					
				7233		A 1660.45		208.00	208.00
Check Totals:								208.00	208.00
2094	☐	11/14/2023	3963	The Living Literacy Network, LLC					
				7087		A 2070.40		2,000.00	2,000.00
Check Totals:								2,000.00	2,000.00
2095	☐	11/14/2023	2485	TOWN OF ISLIP					
				7111		A 5510.45		3,494.64	3,494.64
				7111		A 5510.45		4,564.22	4,564.22
Check Totals:								8,058.86	8,058.86
2096	☐	11/14/2023	2111	Verizon Communication					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					7076	A 1620.45		1,110.61	1,110.61
							Check Totals:	1,110.61	1,110.61
2097	☐	11/14/2023	2431	VERIZON WIRELESS					
					7078	A 1620.45		682.21	682.21
							Check Totals:	682.21	682.21
2098	☐	11/14/2023	4034	WB MASON					
					7075	A 1620.45		244.98	244.98
					7067	A 2110.45		43.45	43.45
							Check Totals:	288.43	288.43
2099	☐	11/14/2023	3814	Windstream Communications, Inc					
					7173	A 1620.45		1.16	1.16
							Check Totals:	1.16	1.16
2100	☐	11/14/2023	3286	WT Cox Supscriptions					
					7033	A 7140.45 -CL		731.02	731.02
							Check Totals:	731.02	731.02
2101	☐	11/14/2023	3012	Zonar System, Inc					
					7108	A 5510.40		6,009.51	6,009.51
					7108	A 5510.40		-519.48	-519.48
					7108	A 5510.40		-790.73	-790.73
							Check Totals:	4,699.30	4,699.30
2102	☐	11/08/2023	4029	Automotive C&E					
					7248	A 5530.20		178.00	178.00
					7248	A 5530.20		309.00	309.00
							Check Totals:	487.00	487.00
2103	☐	11/08/2023	1718	GRAINGER					
					7046	A 1620.45		19.43	19.43

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					7046	A 1620.45		141.24	141.24
					7046	A 1620.45		418.91	418.91
					7237	A 5530.45		363.60	363.60
					7238	A 5530.45		38.43	38.43
Check Totals:								981.61	981.61
2104	☐	11/08/2023	3914	Heinemann					
					7231	A 2110.48		45.41	45.15
Check Totals:								45.41	45.15
2105	☐	11/08/2023	2429	ISLIP CHIEF SCHOOL ADMINI. ASSOC.					
					7239	A 1240.40		350.00	350.00
Check Totals:								350.00	350.00
Grand Totals:								269,880.23	266,410.19
Number of Cash Disbursements: 65									

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1010.40	Board Of Education	3,484.00	3,484.00
A 1010.45	Board Of Education	133.01	133.01
A 1240.40	Central Administration	350.00	350.00
A 1240.45	Central Administration	70.99	70.99
A 1310.40	Business Admin	193.10	193.10
A 1420.40	Legal	3,662.66	3,662.66
A 1430.49	Personnel	476.46	476.46
A 1460.40	Records Management-Con Expenditure	418.91	418.91
A 1480.49	Public Information Services - BOCES	1,809.03	1,809.03
A 1620.40	Operations Of Plant	5,067.89	5,067.89
A 1620.45	Operations Of Plant	5,688.73	5,688.73
A 1621.20	Maintenance Of Plant	907.20	907.20
A 1621.40	Maintenance Of Plant	1,092.88	1,092.88
A 1621.45	Maintenance Of Plant	28.77	28.77
A 1660.45	Central Storeroom	232.89	232.89

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
Account	Description				Total Expensed	Total Liquidated	
A 1680.49	Central Data Processing				195.32	195.32	
A 1981.49	Boces Administrative Charge				721.00	721.00	
A 2010.49	Curriculum Development				473.47	473.47	
A 2070.40	In-Service Training				2,000.00	2,000.00	
A 2110.20	Teaching Regular School				4,735.24	4,735.24	
A 2110.40	Teaching Regular School				357.59	357.59	
A 2110.40--02	Teaching Regular School Music				200.00	200.00	
A 2110.45	Teaching Regular School				2,513.21	2,513.21	
A 2110.48	Teaching Regular School				45.41	45.15	
A 2110.49	Teaching Regular School				716.18	716.18	
A 2250.40	Programs for Students w/ Disabilities				429.89	429.89	
A 2250.49	Programs for Students w/ Disabilities				7,226.40	7,226.40	
A 2630.40	Computer Assisted Instruction				33.31	33.31	
A 2815.45	Health Services				213.52	213.52	
A 2830.49	Pupil Personnel				278.00	278.00	
A 2850.45	Co Curricular Activities				268.21	268.21	
A 5510.20	District Transportation				522.36	522.36	
A 5510.40	District Transportation				13,641.65	13,641.65	
A 5510.45	District Transportation				8,058.86	8,058.86	
A 5530.20	Garage Building				487.00	487.00	
A 5530.40	Garage Building				332.79	332.79	
A 5530.45	Garage Building				472.39	472.39	
A 7140.40	Community Recreation				140.00	140.00	
A 7140.45 -CL	Community Recreation - Library				731.02	731.02	
A 9010.80	State Retirement				106,652.00	106,652.00	
A 9040.80	Worker Compensation				14,131.00	14,131.00	
A 9060.80	Hospital & Dental Insurance				77,218.11	77,218.11	
Fund A Totals:					266,410.45	266,410.19	
CM 2989.40	Scholarships & Awards				3,469.78	0.00	
Fund CM Totals:					3,469.78	0.00	

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 10: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation			
				PO Number	Account		Paid	Liquidated

Account	Description	Total Expensed	Total Liquidated
Grand Totals:		269,880.23	266,410.19

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204	FNBLI CHECKING	0.00	266,410.45
A 521	Encumbrances	0.00	266,410.19
A 522	Expenditures	266,410.45	0.00
A 821	Reserve For Encumbrances	266,410.19	0.00
CM 204	FIA Scholarship	0.00	3,469.78
CM 522	Expenditures	3,469.78	0.00

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 11: Payroll - November 2023



Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Account	Explanation	Paid	Liquidated
2754	☐	11/01/2023	1123	NYS INCOME TAX	A 721	Trust & Agency Payment	4,774.04	0.00
					A 728		192.58	0.00
Check Totals:							4,966.62	0.00
2755	☐	11/01/2023	2076	FICA	A 726	Trust & Agency Payment	5,779.25	0.00
					A 726		5,779.25	0.00
					A 726		1,476.34	0.00
					A 726		1,476.34	0.00
Check Totals:							14,511.18	0.00
2756	☐	11/01/2023	2910	Federal 941 Withholding	A 722	Trust & Agency Payment	12,034.48	0.00
Check Totals:							12,034.48	0.00
2757	☐	11/01/2023	3228	Fire Island UFSD	A 720.1	Trust & Agency Payment	2,341.88	0.00
Check Totals:							2,341.88	0.00
2758	☐	11/01/2023	3272	Fire Island UFSD - T & A	A 729	Trust & Agency Payment	1,475.50	0.00
					A 729		3,190.38	0.00
Check Totals:							4,665.88	0.00
2759	☐	11/01/2023	3453	Net Pay - Fire Island UFSD	A 710	Trust & Agency Payment	68,531.63	0.00
Check Totals:							68,531.63	0.00
2760	☐	11/01/2023	3990	Vanguard	A 729	Trust & Agency Payment	750.00	0.00
Check Totals:							750.00	0.00

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 11: Payroll - November 2023



Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2761	☐	11/13/2023	1123	NYS INCOME TAX			Trust & Agency Payment		
						A 721		4,740.79	0.00
						A 728		192.58	0.00
Check Totals:								4,933.37	0.00
2762	☐	11/13/2023	1126	NYS EMPLOYEES' RETIREMENT SYSTEM			Trust & Agency Payment		
						A 718		1,024.32	0.00
Check Totals:								1,024.32	0.00
2763	☐	11/13/2023	2076	FICA			Trust & Agency Payment		
						A 726		5,771.34	0.00
						A 726		5,771.34	0.00
						A 726		1,530.40	0.00
						A 726		1,474.51	0.00
Check Totals:								14,547.59	0.00
2764	☐	11/13/2023	2910	Federal 941 Withholding			Trust & Agency Payment		
						A 722		11,930.78	0.00
Check Totals:								11,930.78	0.00
2765	☐	11/13/2023	3228	Fire Island UFSD			Trust & Agency Payment		
						A 720.1		2,341.88	0.00
Check Totals:								2,341.88	0.00
2766	☐	11/13/2023	3272	Fire Island UFSD - T & A			Trust & Agency Payment		
						A 729		1,475.50	0.00
						A 729		3,190.38	0.00
Check Totals:								4,665.88	0.00
2767	☐	11/13/2023	3453	Net Pay - Fire Island UFSD			Trust & Agency Payment		
						A 710		68,504.82	0.00
Check Totals:								68,504.82	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 11: Payroll - November 2023

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
2768	☐	11/13/2023	3990	Vanguard		A 729	Trust & Agency Payment	750.00	0.00
Check Totals:								750.00	0.00
10101	☐	11/01/2023	1940	NYS UNITED TEACHERS		A 724	Trust & Agency Payment - FIUNION	220.57	0.00
Check Totals:								220.57	0.00
10102	☐	11/06/2023	2592	AFLAC		A 720		1,339.33	0.00
Check Totals:								1,339.33	0.00
10103	☐	11/14/2023	1940	NYS UNITED TEACHERS		A 724	Trust & Agency Payment - FIUNION	220.57	0.00
Check Totals:								220.57	0.00
11032023	☐	11/03/2023	2941	PAYROLL EXPENDITURE			Payroll Summary 11/3/2023		
				202324		A 521		-99,805.95	0.00
				202324		A 522		102,400.79	0.00
				202324		A 821		99,805.95	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 1620.16B		42.47	0.00
				202324		A 2110.12--01		1,041.55	1,041.55
				202324		A 2110.12--03		3,659.48	3,659.48
				202324		A 2110.12--02		1,219.83	1,219.83
				202324		A 5510.16		13,333.39	13,333.39
				202324		A 5530.16		352.74	352.74
				202324		A 7140.16		457.63	457.63
				202324		A 500		-102,400.79	0.00
				202324		a 5510.16b		1,472.37	0.00
				202324		A 2020.15		5,065.42	5,065.42

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 11: Payroll - November 2023

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
				202324	A 2110.14	2,117.04	2,117.04
				202324	A 2250.15	3,629.88	3,629.88
				202324	A 2610.15	2,083.09	2,083.09
				202324	A 2630.15	4,872.32	4,872.32
				202324	A 2815.16	3,222.71	3,222.71
				202324	A 2850.15	1,080.00	0.00
				202324	A 1310.15	6,136.53	6,136.53
				202324	A 1325.16	3,343.16	3,343.16
				202324	A 1620.16	4,431.15	4,431.15
				202324	A 1621.16	3,381.61	3,381.61
				202324	A 2110.10	2,684.58	2,684.58
				202324	A 2110.12	25,966.20	25,966.20
Check Totals:						102,400.79	99,805.95
11172023	☐	11/17/2023	2941	PAYROLL EXPENDITURE	Payroll Summary 11/17/2023		
				202324	A 521	-100,284.69	0.00
				202324	A 522	102,272.91	0.00
				202324	A 821	100,284.69	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 1620.16B	21.24	0.00
				202324	A 2110.12--01	1,041.55	1,041.55
				202324	A 2110.12--03	3,659.48	3,659.48
				202324	A 2110.12--02	1,219.83	1,219.83
				202324	A 5510.16	13,333.39	13,333.39
				202324	A 5530.16	352.74	352.74
				202324	A 7140.16	667.12	667.12
				202324	A 500	-102,272.91	0.00
				202324	a 5510.16b	1,006.98	0.00
				202324	A 2020.15	5,065.42	5,065.42
				202324	A 2110.14	2,293.46	2,293.46
				202324	A 2250.15	3,629.88	3,629.88

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 11: Payroll - November 2023

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
				202324	A 2610.15	2,083.09	2,083.09
				202324	A 2630.15	4,872.32	4,872.32
				202324	A 2815.16	3,258.86	3,258.86
				202324	A 2850.15	960.00	0.00
				202324	A 1310.15	6,136.53	6,136.53
				202324	A 1325.16	3,343.16	3,343.16
				202324	A 1620.16	4,487.83	4,487.83
				202324	A 1621.16	3,381.61	3,381.61
				202324	A 2110.10	2,684.58	2,684.58
				202324	A 2110.12	25,966.20	25,966.20
Check Totals:						102,272.91	100,284.69
Grand Totals:						422,954.48	200,090.64

Number of Cash Disbursements: 20

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1040.16	District Clerk	6,544.70	6,544.70
A 1240.15	Central Administration	17,202.64	17,202.64
A 1240.16	Central Administration	1,867.94	1,867.94
A 1310.15	Business Administration	12,273.06	12,273.06
A 1325.16	District Treasurer	6,686.32	6,686.32
A 1620.16	Operations Of Plant	8,918.98	8,918.98
A 1620.16B	Operations of Plant - Overtime	63.71	0.00
A 1621.16	Maintenance Of Plant	6,763.22	6,763.22
A 2020.15	Curriculum Development Administrative	10,130.84	10,130.84
A 2110.10	Teaching Regular School	5,369.16	5,369.16
A 2110.12	Teaching Regular School	51,932.40	51,932.40
A 2110.12--01	Teaching Regular School Art	2,083.10	2,083.10
A 2110.12--02	Teaching Regular School Music	2,439.66	2,439.66
A 2110.12--03	Teaching Regular School P/E	7,318.96	7,318.96
A 2110.14	Teaching Regular School - Substitute	4,410.50	4,410.50
A 2250.15	Programs for Students w/ Disabilities	7,259.76	7,259.76
A 2610.15	School Library	4,166.18	4,166.18

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 11: Payroll - November 2023

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation			Paid	Liquidated
				PO Number	Account				
Account		Description				Total Expensed	Total Liquidated		
A 2630.15		Computer Assisted Instruction				9,744.64	9,744.64		
A 2815.16		Health Services				6,481.57	6,481.57		
A 2850.15		Co Curricular Activities				2,040.00	0.00		
A 500		Payroll Clearing				-204,673.70	0.00		
A 521		Encumbrances				-200,090.64	0.00		
A 522		Expenditures				204,673.70	0.00		
A 5510.16		District Transportation				26,666.78	26,666.78		
a 5510.16b		Overtime				2,479.35	0.00		
A 5530.16		Garage Building				705.48	705.48		
A 710		Consolidated Payroll				137,036.45	0.00		
A 7140.16		Community Recreation				1,124.75	1,124.75		
A 718		State Retirement				1,024.32	0.00		
A 720		Group Insurance AFLAC				1,339.33	0.00		
A 720.1		Groud Health Insurance				4,683.76	0.00		
A 721		NYS Income Tax				9,514.83	0.00		
A 722		Federal Income Tax				23,965.26	0.00		
A 724		Association and Union Dues				441.14	0.00		
A 726		Social Security Tax				29,058.77	0.00		
A 728		NYC Income Tax				385.16	0.00		
A 729		Employee Tax Shelter Annuities				10,831.76	0.00		
A 821		Reserve For Encumbrances				200,090.64	0.00		
				Fund A Totals:		422,954.48	200,090.64		
				Grand Totals:		422,954.48	200,090.64		

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204-1	FNBLI Payroll	0.00	218,280.78

FIRE ISLAND UFSD

Voided Checks Report For The Period 11/1/2023 - 11/30/2023



Check Number	Voided Date	Vendor ID	Vendor Name	Description	Voided Amount
2065	11/14/2023	1718	GRAINGER	**VOID**	981.62
2068	11/14/2023	3914	Heinemann	**VOID**	45.15
Total Voided Checks:			2	Grand Total:	1,026.77

FIRE ISLAND UFSD
Cash Balance From 7/1/2023 - 11/30/2023



Bank Account Name	Reference	Receipts	Disbursements	General Ledgers	Balance
CAP RESERVE 1	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	0.00	0.00	816,809.48	816,809.48
CAP RESERVE 2	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	0.00	0.00	1,026,237.76	1,026,237.76
Capital Fund Checking	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	0.00	496,863.23	506,781.60	9,918.37
Conrad Muriel Wirostek Scholarship	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	6,589.00	0.00	85,705.94	92,294.94
FI Assoc. Scholarship	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	3,469.78	3,469.78	415.55	415.55
General Fund Checking	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	114,756.11	1,218,195.67	1,153,508.20	50,068.64
General Fund Payroll	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	455.00	847,936.87	1,145,795.38	298,313.51
Money Market	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	0.00	0.00	2,854,097.48	2,854,097.48
REPAIR RESERVE	PERIOD ACTIVITY 07/01/2023 - 11/30/2023	0.00	0.00	108,897.82	108,897.82
Grand Totals:		125,269.89	2,566,465.55	7,698,249.21	
Ending Balance: 11/30/2023					5,257,053.55



Budget Transfer Schedule Report For A - 5: Budget Transfer

Ref Number	Date	Budget Transfer Description	Approval Status		
Account	Account Description	Detail Description		Transfer Out	Transfer In
147	11/02/2023	To cover shipping costs for Science Kits	Not Required		
A 2110.40	Teaching Regular School			591.24	
A 2110.45	Teaching Regular School				591.24
148	11/13/2023	To cover the cost of supplies for NYS Science investigations	Not Required		
A 2110.40	Teaching Regular School			50.65	
A 2110.45	Teaching Regular School				50.65
149	11/30/2023	To cover cost of plastic bins for classroom books	Not Required		
A 2110.40	Teaching Regular School			95.50	
A 2110.45	Teaching Regular School				95.50

Grand Totals: 737.39 737.39

Number of Budget Transfers: 3			Net Amount:	0.00
Account Distribution Totals				

Account	Description	Debits	Credits
A 2110.40	Teaching Regular School	737.39	0.00
A 2110.45	Teaching Regular School	0.00	737.39
Fund A Totals:		737.39	737.39

Grand Totals: 737.39 737.39

Fire Island School CASH Transfer Form

FM BT		General Ledger		
Date	Account and Description	From:	To:	Reason
12/31/2023	General Fund Money Market (A205) 286700539	125,000.00		
12/31/2023	General Fund Checking (A204) 287003958		125,000.00	To Cover Warrant
12/31/2023	General Fund Money Market (A205) 286700539	225,000.00		
12/31/2023	General Fund Checking (A204-1) Payroll 287003966		225,000.00	Payroll
		<u>350,000.00</u>	<u>350,000.00</u>	-
		Difference	-	

FIRE ISLAND UFSD**Check Warrant Report For A - 12: Cash Disbursement December 2023 For Dates 12/1/2023 - 12/31/2023**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
1953	12/06/2023	4030	**VOID** Coffee Distributing Corp	7029	-121.55
2106	12/07/2023	2981	Advanced Industrial Maintenanc	7027	325.00
2107	12/07/2023	4013	Inc Amazon.com Services	*See Detail Report	487.71
2108	12/07/2023	1169	AMERICAN BANKERS INS. COMPANY OF FLORIDA	7245	6,530.00
2109	12/07/2023	2947	Baldwin Automotive	7017	5,142.78
2110	12/07/2023	3897	Bang's Towing, Inc.	7243	350.00
2111	12/07/2023	1029	BARNWELL HOUSE OF TIRES	7060	195.68
2112	12/07/2023	3832	Benetech, Inc.	7035	77.50
2113	12/07/2023	3968	Booksourc	7249	7,750.87
2114	12/07/2023	4063	Breathe Gifts Inc	7121	420.00
2115	12/07/2023	4030	Coffee Distributing Corp	7029	158.75
2116	12/07/2023	4030	Coffee Distributing Corp	7029	121.55
2117	12/07/2023	4005	Discovery Education	7140	750.00
2118	12/07/2023	1835	EASTERN SUFFOLK BOCES	7023	24,245.93
2119	12/07/2023	1115	FIRE ISLAND BOTTLE GAS CORP.	7052	4,740.50
2120	12/07/2023	1054	FIRE ISLAND FERRIES, INC.	7257	1,058.69
2121	12/07/2023	1054	FIRE ISLAND FERRIES, INC.	7061	317.80
2122	12/07/2023	2468	FIRST RELIANCE STANDARD LIFE INSUR.	7022	3,075.84
2123	12/07/2023	3074	GovConnection	7261	343.35
2124	12/07/2023	1718	GRAINGER	7046	73.90
2125	12/07/2023	3156	Iron Mountain	7005	418.91
2126	12/07/2023	3981	James W. Ferguson	7103	3,000.00
2127	12/07/2023	3938	Joseph Smith	7216	840.00
2128	12/07/2023	3936	KLH Fire Safety Consultants	7079	600.00
2129	12/07/2023	1119	NYS EMP. HEALTH INS PENDING A/	7011	77,202.70
2130	12/07/2023	3580	PSEG Long Island, LLC	*See Detail Report	2,022.99
2131	12/07/2023	2214	SCHOOL SPECIALTY	*See Detail Report	282.54
2132	12/07/2023	1090	SCOPE	7226	25.00
2133	12/07/2023	2456	STAPLES Contract & Commercial	7038	213.40
2134	12/07/2023	4044	Stella Miller	7232	560.00
2135	12/07/2023	3103	Syntax Communications	7251	1,135.00
2136	12/07/2023	3963	The Living Literacy Network, LLC	7087	2,000.00
2137	12/07/2023	2485	TOWN OF ISLIP	7111	3,535.73
2138	12/07/2023	2111	Verizon Communication	7076	1,104.43
2139	12/07/2023	2431	VERIZON WIRELESS	7078	682.10
2140	12/07/2023	3814	Windstream Communications, Inc	7173	0.49

FIRE ISLAND UFSD



Check Warrant Report For A - 12: Cash Disbursement December 2023 For Dates 12/1/2023 - 12/31/2023

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
Number of Transactions: 36				Warrant Total:	149,667.59
				Vendor Portion:	149,667.59

*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 36 in number, in the total amount of \$149,667.59. 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.

DateSignatureTitle

BRUCE METCALF INC.

306 ORINOCO DRIVE
BRIGHTWATERS, N.Y. 11718
PHONE: 631.583.8521

P.O Box 607
OCEAN BEACH, NY 11770
FAX: 631.859.1014
EMAIL: BRUCEMETCALFINC@GMAIL.COM

SNOW PLOWING SERVICE AGREEMENT – 2023/2024

THIS SNOW PLOWING AGREEMENT IS MADE ON THE 12th DAY OF December, 2023

BETWEEN Fire Island School District (NAME OF PROPERTY OWNER/MUNICIPALITY) OF
75 Surf Rd. Corneille Estates, PO Box 428, Ocean Beach, NY 11770 (CITY, STATE, ZIP CODE)

REFERRED TO HEREIN AS *OWNER*, AND Bruce Metcalf Inc.

(NAME OF CONTRACTOR), A CORPORATION ORGANIZED AND EXISTING UNDER THE LAWS OF

Suffolk County, New York, WITH ITS PRINCIPAL OFFICE LOCATED AT:

306 Orinoco Drive, Brightwaters, NY 11718 (STREET ADDRESS, CITY,
STATE, ZIP CODE), REFERRED TO HEREIN AS *CONTRACTOR*.

WHEREAS THE *OWNER* WISHES TO CONTRACT WITH A SUITABLE CONTRACTOR FOR
SNOW PLOWING; AND

WHEREAS *CONTRACTOR* WISHES TO CONTRACT WITH OWNER FOR SNOW PLOWING
SERVICES.

AND NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL COVENANTS
CONTAINED IN THIS AGREEMENT, AND OTHER GOOD AND VALUABLE CONSIDERATION, THE
RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED, THE PARTIES AGREE AS
FOLLOWS:

1. SCOPE OF SERVICE

CONTRACTOR, UPON THE CONDITIONS HEREINAFTER SET FORTH, AGREES TO PERFORM
SNOW PLOWING SERVICES AT Woodhull School, Ocean Beach, NY 11770
(STREET, CITY, STATE, ZIP CODE) HEREINAFTER CALLED THE *PREMISES*.

2. TIME OF PERFORMANCE

UPON THE ACCUMULATION OF (E.G., THREE OR MORE INCHES OF SNOW)
3 or more inches of snow accumulation, CONTRACTOR IS REQUIRED TO PLOW SNOW FROM
THE AREAS DESCRIBED IN PARAGRAPH 1, ABOVE.

3. TERM OF AGREEMENT

THE TERM OF THIS AGREEMENT SHALL COMMENCE ON THE DAY THIS AGREEMENT IS
SIGNED AND IS EFFECTIVE FOR (E.G., ONE YEAR) (1) year.

4. RATES

THE RATE PER DAY SHALL BE THE SNOW PLOWING RATES FOR 2023/2024,
IS AS FOLLOWS: \$ 250.00/DAY.

5. INSURANCE

AN ORIGINAL ACORD CERTIFICATE OF INSURANCE SHOWING THAT COVERAGE ON
EQUIPMENT IS AT LEAST WITHIN THE FOLLOWING: COMBINED SINGLE LIMIT OF
\$ 300,000.00, LISTING THE *OWNER* AS AN ADDITIONAL INSURED ON THE POLICY AND
THE CERTIFICATE INDICATES: FOR SNOW PLOWING.

6. DEFAULT & TERMINATION

IN THE EVENT EITHER PARTY SHALL FAIL OR REFUSE TO SATISFY THEIR OBLIGATIONS SET FORTH HEREIN OR OTHERWISE BREACH THE TERMS CONTAINED IN THIS AGREEMENT, THE PARTY IN QUESTION SHALL BE IN DEFAULT, AND THE NON-DEFAULTING PARTY MAY, UNLESS SAID DEFAULT IS CURED WITHIN (E.G., FIFTEEN) (30) DAYS AFTER WRITTEN NOTICE OF SAID DEFAULT IS DELIVERED TO THE DEFAULTING PARTY, TERMINATE THIS AGREEMENT.

7. GOVERNING LAW

THIS AGREEMENT SHALL BE GOVERNED BY, CONSTRUED, AND ENFORCED IN ACCORDANCE WITH THE LAWS OF THE STATE OF New York, AND THE PRESIDING TOWNSHIP &/OR VILLAGE OF Ocean Beach.

8. NOTICES

ANY NOTICES PROVIDED FOR OR CONCERNING THIS AGREEMENT SHALL BE IN WRITING AND SHALL BE DEEMED SUFFICIENTLY GIVEN WHEN SENT BY CERTIFIED OR REGISTERED MAIL IF SENT TO THE RESPECTIVE ADDRESS OF EACH PARTY AS SET FORTH AT THE BEGINNING OF THIS AGREEMENT.

9. ENTIRE AGREEMENT

THIS AGREEMENT SHALL CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE PARTIES AND ANY PRIOR UNDERSTANDING OR REPRESENTATION OF ANY KIND PRECEDING THE DATE OF THIS AGREEMENT SHALL NOT BE BINDING UPON EITHER PARTY EXCEPT TO THE EXTENT INCORPORATED IN THIS AGREEMENT.

10. MODIFICATION OF AGREEMENT

ANY MODIFICATION OF THIS AGREEMENT OR ADDITIONAL OBLIGATION ASSUMED BY
EITHER PARTY IN CONNECTION WITH THIS AGREEMENT SHALL BE BINDING ONLY IF
PLACED IN WRITING AND SIGNED BY EACH PARTY OR AN AUTHORIZED
REPRESENTATIVE OF EACH PARTY.

11. ASSIGNMENT OF RIGHTS

THE RIGHTS OF EACH PARTY UNDER THIS AGREEMENT ARE PERSONAL TO THAT PARTY
AND MAY NOT BE ASSIGNED OR TRANSFERRED TO ANY OTHER PERSON, FIRM,
CORPORATION, OR OTHER ENTITY WITHOUT THE PRIOR, EXPRESS, AND WRITTEN
CONSENT OF THE OTHER PARTY.

12. POINTS OF CONTACT

THE DEEMED POINT OF CONTACT, E.G. CONTACT PERSON(S), FOR

Ocean Beach School District - Woodhull School, Ocean Beach, Ny 11770 ,

SHALL BE Bruce Kurka ,

HOME/OFFICE #:

CELL #: 516-297-8661

EMAIL: BKurka@FI.K12.NY.US

AND THE BILLING POINT OF CONTACT INFORMATION IS AS FOLLOWS:

SHALL BE Jackie Lizza

MAILING ADDRESS: P.O. Box 428
Ocean Beach, Ny 11770

HOME/OFFICE #: 631-583-5626

CELL #:

EMAIL: JLizza@FI.K12.NY.US

THE DEEMED POINT OF CONTACT, E.G. CONTACT PERSON(S), FOR THE CONTRACTOR
PROVIDING SERVICE, SHALL BE AS FOLLOWS:

BRUCE METCALF

306 ORINOCO DRIVE, BRIGHTWATERS, NY 11718

516.398.1722

631.583.8521

BRUCEMETCALFINC@GMAIL.COM

WITNESS OUR SIGNATURES AS OF THE DAY AND DATE FIRST ABOVE STATED.

BY: Bruce F. Metcalf, Owner

(PRINTED NAME & OFFICE IN CORPORATION)

(PRINTED NAME OF AUTHORIZING PARTY)

Bruce F. Metcalf

(SIGNATURE OF OFFICE OF CORPORATION)

(SIGNATURE OF AUTHORIZING PARTY)

FIRE ISLAND UNION FREE SCHOOL DISTRICT
CONSULTANT SERVICES CONTRACT

This Agreement is entered into this 12th day of December 2023, by and between the Board of Education of the Fire Island School District (hereinafter the "DISTRICT"), having its principal place of business for the purpose of this Agreement at Surf Road, Corneille Estates, PO Box 428, Ocean Beach, NY 11770 and Jo-Anne Filipkowski (hereinafter "CONSULTANT"), having the principal place of business for the purpose of this Agreement at 61 Linda Lane, North Babylon, NY 11703.

A. TERM:

1. The term of this Agreement shall be FOR THE REMAINDER OF THE 2023-2024 SCHOOL YEAR inclusive, unless terminated early as provided for in this Agreement. It is understood that the DISTRICT is under no obligation to renew this Agreement upon its expiration.

B. CONDITIONS:

In performing services specified in this Agreement, it is understood that:

1. CONSULTANT will be engaged as an Independent Contractor and will therefore be solely responsible for the payment of federal and state income taxes applicable to this Agreement.
2. Neither CONSULTANT nor any of its employees, agents, or assigns will be eligible for any employee benefits whatsoever relative to this contract including, but not limited to, social security, New York State Worker's Compensation, unemployment insurance, New York State Employee's Retirement System, health or dental insurance, or malpractice insurance, or the like.
3. DISTRICT, if required by Federal or State requirements, will submit a Form 1099 and IT 2102.1 respectively at year-end to the Federal Government for all individuals having a gross income exceeding \$600, which thereupon will be reported for income tax purposes.
4. This Agreement, and any amendments to this Agreement, will not be in effect until agreed to in writing and signed by authorized representatives of both parties.
5. DISTRICT reserves the right to reject any of the CONSULTANT'S staff, if any, which the DISTRICT, at its sole discretion, may deem unqualified.
6. CONSULTANT, and all persons providing services hereunder by or through the CONSULTANT, agrees to defend, indemnify, and hold harmless the DISTRICT, its agents, officers, trustees, employees and attorneys from and against all claims, damages, losses and expenses, including but not limited to reasonable attorneys' fees arising out of or resulting from any act or omission of the CONSULTANT and/or any of CONSULTANT'S employees

in connection with the terms of this Agreement. The obligations pursuant to this section shall survive the termination or expiration of this Agreement.

C. SERVICES AND RESPONSIBILITIES:

1. The CONSULTANT shall provide the services set forth in this Agreement, as listed on the attached "Schedule A," incorporated by reference herein and made a part of this agreement.
2. CONSULTANT shall perform all services under this Agreement in accordance with all applicable Federal, State and local laws, rules, and regulations, as well as the established policy guidance from the New York State Education Department.
3. CONSULTANT shall provide conscientious, competent, and diligent services throughout the term of this Agreement.
4. CONSULTANT will work cooperatively with District staff.
5. CONSULTANT shall observe and comply with all DISTRICT Policies and Regulations while on the grounds of the DISTRICT providing services under this Agreement.
6. CONSULTANT will provide their own equipment, will assume full responsibility for the operation of such equipment, and, in addition to any other "hold harmless" provisions contained in this Agreement, will hold the DISTRICT safe harmless from any liability that may arise from the use of such equipment.

D. REPRESENTATIONS:

1. CONSULTANT represents that all services under this Agreement will be provided by individuals who are of good character, who are in good professional standing, and who possess current and valid licenses/certifications (if required), necessary to perform the services under this Agreement. CONSULTANT represents that no individuals providing services under this Agreement are currently charged, nor in the past have been charged with any criminal or professional misconduct or incompetence. CONSULTANT shall provide copies of licenses / certifications of all professionals servicing the DISTRICT upon the request of the District.
2. In the event that the license / certification of CONSULTANT or any agent or employee thereof is revoked, terminated, suspended, or otherwise impaired, or if any litigation becomes pending against CONSULTANT, or in the event that CONSULTANT receives notice of such impending action, CONSULTANT shall immediately notify the DISTRICT in accordance with the requirements for all notices pursuant to this Agreement set forth below.

E. COMPENSATION:

1. In return for the Consultant's performance of the services set forth on Schedule A, the DISTRICT shall pay CONSULTANT the fee as described in Schedule A, after the DISTRICT'S receipt of the CONSULTANT'S invoice describing, as relevant, the services

performed and the date of the same. The DISTRICT shall pay CONSULTANT within thirty (30) days of the DISTRICT'S receipt of said invoice which shall set forth the dates that the invoice covers and the total amount due for the period specified.

2. The DISTRICT shall give CONSULTANT notice of any invoice disputes within twenty (20) days of its receipt of the invoice and reserves the right to withhold payment pending the resolution of the dispute.
3. CONSULTANT shall bear the cost of all expenses incurred as the result of doing business, including but not limited to, all fees, fines, licenses, bonds, or taxes, as well as the cost of all tools, vehicles or other equipment necessary for the implementation of services pursuant to this Agreement.
4. Neither CONSULTANT nor any of its personnel shall share or accept any fee or gratuity for services provided pursuant to this Agreement except as expressly set forth in this Agreement.

F. TERMINATION:

1. Either the CONSULTANT or the DISTRICT may terminate this Agreement upon thirty (30) days prior written notice to the other party. Such notice shall be given in accordance with the requirements for all notices pursuant to this Agreement as set forth below.
2. The parties agree that CONSULTANT'S failure to comply with any terms or conditions of this Agreement will be deemed a material breach of contract, and will provide a basis for the DISTRICT to immediately terminate this Agreement without any further liability to CONSULTANT.
3. In the event the CONSULTANT or the DISTRICT terminates this Agreement with or without cause, such termination of the Agreement shall not discharge the parties' existing obligations to each other as of the effective date of termination.

G. NOTICES

All notices which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:

To District: Office of the Superintendent of Schools
Fire Island Union Free School District
PO Box 428, Ocean Beach, NY 11770

To Consultant: Jo-Anne Filipkowski
61 Linda Lane, North Babylon, NY 11703

H. SUCCESSORS AND ASSIGNS:

It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.

I. WAIVER OF RIGHTS

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement.

J. SEVERABILITY

Should any provision of this Agreement, for any reason, be declared invalid and/or unenforceable, such decision shall not effect the validity of the remaining provisions of this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provision(s) eliminated.

K. GOVERNING LAW

This Agreement and the rights and obligations of the parties hereunder shall be construed in accordance with, and governed by, the laws and regulations of the State of New York and applicable Federal laws and regulations, including Education Law section 2-d as set forth in the attached Rider.

L. VENUE

Any dispute arising under this Agreement shall be litigated in the Courts of Nassau County, New York.

M. ENTIRE AGREEMENT

1. This Agreement, along with the attached "Schedule A," is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: proposals, understandings, representations, conditions or covenants between the parties relating to the subject matter of this Agreement.
2. This Agreement may not be changed orally, but only by an Agreement, in writing, signed by authorized representatives of both parties. This Agreement may be executed in parts.
3. Signatures to this Agreement may be provided by facsimile transmission or electronic/digital replication, which shall suffice as and be deemed original signatures.

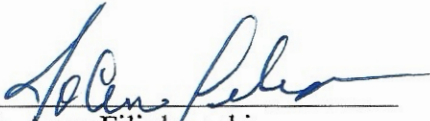
N. EXECUTION

1. This Agreement, and any amendments to this Agreement, will not be in effect until agreed to in writing and signed by the Board of Education.

2. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument. Counterparts may be delivered via electronic mail (including .pdf) or other transmission method and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes.

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

CONSULTANT

By: 
Jo-Anne Filipkowski
61 Linda Lane
North Babylon, NY 11703

DISTRICT

By: _____
Amy Wood, Vice President
Board of Education
Fire Island Union Free School District

“Schedule A”

November 30, 2023

To: Fire Island School District

Attn: Ms. Jacqueline Lizza

Dear Ms. Lizza,

The services I will perform, as outlined within this 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 will categorize these Exhibits (reports) within a Claims Audit Services Report. The claims audit services I will perform on each claim against the district consist 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.
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.

I will summarize the inquiries and/or observations, as well as, the resolutions within Exhibits. My fee for these services is \$600 per visit, no charges will be billed for any questions, concerns or additional warrants approved via email. 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, CPPB

Bylaws

SUBJECT: APPOINTMENT AND DUTIES OF THE CLAIMS AUDITOR

The Board will appoint a Claims Auditor to examine all claims. This auditor will determine whether the amounts claimed are actual and necessary expenditures, if the goods or services were actually received, whether the District official or employee was authorized to incur the obligation, and if the claims are supported with adequate evidence. Support may include itemized documentation, a thorough description of the goods or services, and detailed receipts and invoices. The Claims Auditor will ensure that each claim is legitimate, mathematically correct, does not exceed any available appropriation within the applicable budget code, and is made in accordance with District policy, purchasing order, or contract before authorizing payment. This auditor will certify that he or she audited each claim listed on the claims warrant to authorize the Treasurer to pay. The Treasurer should compare the signed checks to the certified warrant to verify accuracy and consistency before issuing payment.

The Claims Auditor will report directly to the Board on a monthly basis. The Board may require that the Claims Auditor report to the Clerk of the District, Clerk of the Board, or to the Superintendent for administrative matters such as workspace, time, and attendance.

The Board may adopt a resolution establishing the office of Deputy Claims Auditor to act as the Claims Auditor in the absence of the Claims Auditor. The Board may, by resolution, abolish the position of Deputy Claims Auditor at any time. The same eligibility requirements and qualifications that apply to a Claims Auditor apply to the Deputy Claims Auditor.

Qualifications

The Claims Auditor must have the necessary knowledge and skills to effectively audit claims, including experience with purchasing, bidding, and claims. The Claims Auditor must be bonded or included in the District's blanket undertaking, before assuming his or her duties.

The Claims Auditor should not be:

- a) A member of the Board;
- b) The Clerk or Treasurer of the Board;
- c) The Superintendent or District official responsible for business management;
- d) The Purchasing Agent;
- e) Clerical or professional personnel directly involved in District accounting and purchasing functions or under the direct supervision of the Superintendent;
- f) The individual or entity responsible for the internal audit function (the Internal Auditor);
- g) The External (Independent) Auditor responsible for the external audit of the financial statements;

Bylaws

SUBJECT: APPOINTMENT AND DUTIES OF THE CLAIMS AUDITOR (Cont'd.)

- h) A close or immediate family member of an employee, officer, or contractor providing services to the District. A close family member is a parent, sibling, or nondependent child; an immediate family member is a spouse, spouse equivalent, or dependent (whether or not related).

The Claims Auditor is not required to be a resident of the District and will be classified in the civil service exempt class.

Delegation of the Claims Audit Function

The Board may delegate the claims audit function by using inter-municipal cooperative agreements, shared services through a Board of Cooperative Educational Services, or independent contractors, provided that the individual, organization, or entity:

- a) Has no other responsibilities related to the business operations of the District;
- b) Has no interest in any other contracts with, and does not provide any goods or services to, the District; and
- c) Is not a close or immediate family member of anyone who has responsibilities related to District business operations, or has an interest in any other contracts with the District.

The Board remains ultimately responsible for auditing all claims.

Education Law Sections 1604(35), 1709(20-a), 2526, and 2554(2)
8 NYCRR Section 170.12(c)

Adoption Date

Subject: Workplace Violence Prevention Policy Statement

The District is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and students.

Workplace Violence is defined as any physical assault or act of aggressive behavior occurring where a public employee performs any work-related duty in the course of their employment including but not limited to an attempt or threat, whether verbal or physical, to inflict physical injury upon an employee; any intentional display of force which would give an employee reason to fear or expect bodily harm; intentional and wrongful physical contact with a person without their consent that entails some injury; or stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

Acts of violence against any of our employees where any work-related duty is performed will be thoroughly investigated and appropriate action will be taken, including involving law enforcement authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients and visitors, following all policies, procedures and practices, and for assisting in maintaining a safe and secure work environment.

This policy is designed to meet the requirements of New York State Labor Law Art. 2, §27-b and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law includes a workplace evaluation that is designed to identify the risks of workplace violence to which our employees could be exposed. Authorized Employee Representative(s) will, at a minimum, be involved in:

- evaluating the physical environment;
- developing the Workplace Violence Prevention Program; and
- reviewing workplace violence incident reports at least annually to identify trends in the types of incidents reported, if any, and reviewing the effectiveness of the mitigating actions taken.

All employees will participate in the annual Workplace Violence Prevention Training Program. The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. All personnel are responsible for notifying the contact the Superintendent or his/her designee of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received.

Adoption Date:

Records Examination

Instructions: Examine records below from the previous year to identify patterns, if any, of injuries in particular areas of the workplace or incidents which involve specific operations or specific individuals. Record the results in the column to the right.	
Record Examination	Results of the Examination
a. Log of Work-related Injuries and Illnesses (Form SH900) b. Summary of Work-related Injuries and Illnesses (Form SH900.1) c. Injury and Illness Incident Report (Form SH900.2)	
Workplace Violence Incident Reports	
Personnel Disciplinary Reports	
Workers' Compensation Reports	

Assessment of Relevant Policies, Practices and Procedures

Instructions: Conduct an assessment of policies, work practices and procedures that may impact the risk of workplace violence.	
	Record the Results of the assessment and any associated risks below.
Examples of relevant policies: Domestic Violence Sexual Harassment Visitation Policies Policies relevant to the care and treatment of students and staff Policies for staff in field travel assignments (check-in procedures, itineraries, cell phones provided)	
Examples of work practices and procedures: Visitor/client sign in/out Escorting visitors/clients One visitor/client entrance used Desks clear of objects which may become weapons (might be relevant in situations where dealing with the public) I.D. Badges used Itineraries with employee contact information Periodic check-in procedures Procedure on how to control/defuse potentially violent situations Supplied with personal alarm/phone/radio Limit visible clues of carrying money/valuables Partnering arrangements if necessary	

Evaluation of the Physical Environment

Location:				
Person(s) conducting the evaluation:				
Date of assessment:				
This section requires the participation of the authorized employee representative(s). Instructions: All sections below refer to present conditions. Check "NA" for any items you do not consider applicable to the worksite/facility being evaluated. Using the information from Sections 1-3 and your working knowledge of the building, describe in Section 4 the building i.e., number of stories, number of entrances and exits, number of employees, access to the building, security features, areas of concern related to security. Using the information from Sections 1-4, list the specific hazards related to this evaluation in Section 5.				
Items	Yes	No	NA	Notes/Comments
1. Security Features				
Reception Area Available				
Barriers to Separate Clients/Visitors from Work Area				
Separate Interview Area(s)				
Emergency Numbers Posted by Phones				
Multiple Exits				
Unobstructed Office Exits				
Door Controls i.e., locks, remote buzzer, panic bars				
Door Detectors/Door Alarm				
Adequate Lighting in and around the Workplace				
Parking Lot Well Lighted				
Panic Buttons				
Video Monitors				
Landscaping to Provide Unobstructed View of the Workplace				
Limiting the Posting of Signs on Windows				
Other:				
2. Factors That Might Place Employees at Risk				
Work in Public Settings				
Work Late Nights or Early Morning Hours				
Exchange Money with Public				
Work Alone or in Small Numbers				
Work in a Location with Uncontrolled Public Access				

Areas of Previous Security Concerns				
Any Other Factors that Might Place Employees at Risk				
3. Security guards				
Are Security Guards Present at the Location				
Are Guards Posted at Entrances				
Do they Patrol the Building				
Are they Provided with Communication? If yes, indicate what type				
Any Other Relevant Information				
4. Description of the Building: Using the information from Sections 1-3 and your working knowledge of the building, describe in Section 4 the building (i.e., number of entrances and exits, number of employees, access to the building, security features, areas of concern related to security).				

List of Risks and Mitigation Efforts

Risks Identified through Record Review and/or Risk Evaluation	Methods and Means by which the Risk is Being Addressed
Identified Risk # _____	
Identified Risk # _____	
Identified Risk # _____	
Identified Risk # _____	
Identified Risk # _____	

Workplace Violence Prevention Training Outline

- I. Overview of Requirements of the Workplace Violence Regulations
 - a. Develop a written policy statement – employers must develop a written policy statement about the employer’s workplace violence prevention program goals and objectives and provide for full employee participation through an authorized employee representative. The policy statement must be posted where notices to employees are normally posted.
 - b. Conduct a risk evaluation – employers must examine their workplace to determine if existing or potential hazards exist that might place employees at risk of occupational assaults or homicides.
 - c. Develop a workplace violence prevention program – employers must develop a program, with input from employees or an authorized employee representative, that, among other things, includes the following: risk factors identified through the risk evaluation; how the identified risks will be addressed; the methods that will be used to try to prevent workplace violence incidents; a system to report and record any workplace violence incidents that occur in the workplace; a written outline or lesson plan for employee program trainings; and a plan to review and update the program at least once a year.
 - d. Provide training and information for employees – employers must provide each employee with information and training on the risks of workplace violence in their workplace(s) at least once a year and any time significant changes are made to the workplace violence prevention program.
- II. Other Policies in Place that may be Relevant
 - a. Domestic Violence
 - b. Firearms
- III. Risk Factors Specific to the Workplace that were Identified in the Risk Evaluation
 - a. **[INSERT FINDINGS]**
 - b. Measures that employees can take to protect themselves from the identified risks including specific procedures that the employer has implemented such as:
 - i. Incident alert and notification procedures
 - ii. Appropriate work practices
 - iii. Emergency procedures
 - iv. Use of security alarms and other devices
 - c. Procedures to report incidents of workplace violence
 - d. Location of the written workplace violence prevention program and how to obtain a copy.
- IV. Privacy Concerns
 - a. How will sensitive information be handled?
 - b. Note: Information otherwise kept confidential for security reasons does not have to be disclosed to all employees. Examples of confidential information include but are not limited to information that would interfere with law enforcement investigations or judicial proceedings, would deprive a person of a right to a fair trial, would identify a confidential source or disclose confidential information relating to a criminal investigation, would reveal criminal investigative techniques or procedure except routine techniques and procedures, or would endanger the life or safety of any person.

Workplace Violence Incident Report

1. Date of Incident:

2. Time of day/shift when the incident occurred:

3. workplace location where incident occurred:

4. Provide a detailed description of the incident below.

Note: If the case is a “privacy concern case,” remove the name of the employee who was the victim of the workplace violence and enter “PRIVACY CONCERN CASE” in the space normally used for the employee’s name. Privacy concern cases include cases involving:

- Injury or illness to an intimate body part or the reproductive system;
- Injury or illness resulting from a sexual assault;
- Mental illness;
- HIV infection;
- Needle stick injuries and cuts from sharp objects that are or may be contaminated with another person’s blood or potentially infectious material; and
- Other injuries or illnesses, if the employee independently and voluntarily requests that the employee’s name not be entered on the report.

Description (include the following):

Name of employee reporting the incident (unless a “privacy concern case”);

Names and job titles of involved employees;

Name or other identified of other individuals involved;

Nature and extent of injuries arising from the incident;

Names of witnesses; and

Events leading up to the incident and how the incident ended.

SUBJECT: CODE OF CONDUCT

The District has developed and will amend, as appropriate, a written *Code of Conduct* for the maintenance of order on school property and at school functions. The *Code* will govern the conduct of students, teachers, and other school personnel, as well as visitors and vendors. The Board will further provide for the enforcement of this *Code of Conduct*.

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

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

The District *Code of Conduct* will be adopted by the Board only after at least one public hearing that provided for the participation of school personnel, parents or persons in parental relation, students, and any other interested parties.

The District *Code of Conduct* will be reviewed on an annual basis, and updated as necessary in accordance with law. The District may establish a committee to facilitate review of its *Code of Conduct* and the District's response to violations. The Board will reapprove any updated *Code of Conduct* or adopt revisions only after at least one public hearing that provides for the participation of school personnel, parents or persons in parental relation, students, and any other interested parties. The District will file a copy of its *Code of Conduct* and any amendments with the Commissioner, in a manner prescribed by the commissioner, no later than 30 days after their respective adoptions.

The Board will ensure community awareness of its *Code of Conduct* by:

- a) Posting the complete *Code of Conduct* on the Internet website, if any, including any annual updates and other amendments to the Code;
- b) Providing copies of a summary of the *Code of Conduct* to all students in an age-appropriate version, written in plain language, at a school assembly to be held at the beginning of each school year;
- c) Providing a plain language summary of the *Code of Conduct* to all parents or persons in parental relation to students before the beginning of each school year and making the summary available thereafter upon request;
- d) Providing each existing teacher with a copy of the complete *Code of Conduct* and a copy of any amendments as soon as practicable following initial adoption or amendment. New teachers will be provided a complete copy of the current *Code of Conduct* upon their employment; and

(Continued)

SUBJECT: CODE OF CONDUCT (Cont'd.)

- e) Making complete copies available for review by students, parents, or persons in parental relation to students, other school staff, and other community members.

Education Law Article 2, Sections 801-a, 2801, and 3214
Family Court Act Articles 3 and 7
Vehicle and Traffic Law Section 142
8 NYCRR Section 100.2

NOTE: Refer also to District *Code of Conduct*

Adoption Date

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE**Overview**

The District is committed to creating and maintaining an environment which is free from harassment and discrimination. This policy addresses sexual harassment and gender discrimination in the workplace. It is intended to inform covered individuals of: their right to work in an environment that is free from sexual harassment and discrimination; what sexual harassment and discrimination look like; how they can prevent and report sexual harassment and discrimination; how they are protected from retaliation after taking action; and the general process for investigating a claim of sexual harassment and discrimination that falls under this policy. This policy is just one component of the District's overall commitment to maintaining a harassment and discrimination-free educational and work environment.

Under New York State Human Rights Law (NYSHRL), it is illegal for an employer to discriminate based on age, race, creed, color, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, status as a victim of domestic violence, or criminal history. These different identities impact an individual's perception and understanding of the world. For example, an individual's race, ability, or immigration status may impact their experience with gender discrimination in the workplace. While this policy is focused on sexual harassment and gender discrimination, the process for reporting and investigating discrimination based on other protected classes is generally the same. However, the exact process may vary depending on a number of factors including, but not limited to, who is involved. Other District policies and documents such as regulations, procedures, collective bargaining agreements, and the District's *Code of Conduct* detail the specific process for reporting and investigating discrimination based on other protected identities.

Sexual harassment is a form of workplace discrimination that subjects individuals to inferior conditions of employment due to their gender, gender identity, gender expression (perceived or actual), and/or sexual orientation. Sexual harassment is often viewed simply as a form of gender-based discrimination, but the District recognizes that discrimination can be related to or affected by other identities beyond gender.

Discrimination of any kind, including sexual harassment, is unlawful, a violation of District policy, and may subject the District to liability for the harm experienced by targets of discrimination. All individuals are required to work in a manner designed to prevent sexual harassment and discrimination in the workplace.

Harassers may also be individually subject to liability and supervisors who fail to report or act on harassment may be liable for aiding and abetting sexual harassment and discrimination. Employees at every level who engage in harassment or discrimination, including supervisory personnel who engage in harassment or discrimination or who allow such behavior to continue, will be subject to remedial and/or disciplinary action by the District.

(Continued)

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

The District adopts this policy as part of its effort to provide for the prompt and equitable resolution of complaints of sexual harassment in the workplace. The District will promptly respond to reports of sexual harassment in the workplace, ensure that all investigations are conducted within a reasonably prompt time frame and under a predictable fair grievance process that provides due process protections, and impose disciplinary measures and implement remedies when warranted.

Inquiries about this policy may be directed to the District's Civil Rights Compliance Officer(s) (CRCO(s)) and/or Title IX Coordinator(s).

Scope and Application

This policy applies to all instances of sexual harassment and gender discrimination perpetrated against a "covered individual" by anyone in the workplace, including a co-worker, supervisor, or third-party such as a non-employee, paid or unpaid intern, vendor, building security, visitor, volunteer, parent, or student. For purposes of this policy, a "covered individual" includes:

- a) Employees;
- b) Applicants for employment;
- c) Paid or unpaid interns; and
- d) Non-employees, which include anyone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or other person providing services pursuant to a contract in the workplace. These non-employees include persons commonly referred to as independent contractors, gig workers, and temporary workers. Also included are non-employees providing equipment repair, cleaning services, or any other service through a contract with the District.

Other District policies and documents such as regulations, procedures, collective bargaining agreements, and the District's *Code of Conduct* may address misconduct related to sexual harassment and may provide for additional, different, or more specific grievance procedures depending on a number of factors including, but not limited to, who is involved and where the alleged sexual harassment occurred. These documents must be read in conjunction with this policy.

The dismissal of a complaint under one policy or document does not preclude action under another related District policy or document.

(Continued)

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**What Constitutes Sexual Harassment**

Sexual harassment is a form of gender-based discrimination that is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, and the status of being transgender. Sexual harassment is not limited to sexual contact, touching, or expressions of a sexually suggestive nature. Sexual harassment includes all forms of gender discrimination including gender role stereotyping and treating individuals differently because of their gender.

Understanding gender diversity is essential to recognizing sexual harassment because discrimination based on sex stereotypes, gender expression, and perceived identity are all forms of sexual harassment. The gender spectrum is nuanced, but the three most common ways people identify are cisgender, transgender, and non-binary. A cisgender person is someone whose gender aligns with the sex they were assigned at birth. Generally, this gender will align with the binary of male or female. A transgender person is someone whose gender is different than the sex they were assigned at birth. A non-binary person does not identify exclusively as a man or a woman. They might identify as both, somewhere in between, or completely outside the gender binary. Some may identify as transgender, but not all do. Respecting an individual's gender identity is a necessary first step in establishing a safe workplace.

Under NYSHRL, sexual harassment is unlawful when it subjects an individual to inferior terms, conditions, or privileges of employment. Harassment does not need to be severe or pervasive to be illegal. It can be any harassing behavior that rises above petty slights or trivial inconveniences. Every instance of harassment is unique to those experiencing it, and there is no single boundary between petty slights and harassing behavior. However, NYSHRL specifies that whether harassing conduct is considered petty or trivial is to be viewed from the standpoint of a reasonable victim of discrimination with the same protected characteristics. Generally, any behavior in which a covered individual is treated worse because of their gender (perceived or actual), sexual orientation, or gender expression is considered a violation of District policy. The intent of the behavior, for example, making a joke, does not neutralize a harassment claim. Not intending to harass is not a defense. The impact of the behavior on a person is what counts.

Sexual harassment includes any unwelcome conduct which is either directed at an individual because of that individual's gender identity or expression (perceived or actual), or is of a sexual nature when:

- a) The purpose or effect of this behavior unreasonably interferes with an individual's work performance or creates an intimidating, hostile, or offensive work environment. The impacted individual does not need to be the intended target of the sexual harassment;
- b) Employment depends implicitly or explicitly on accepting such unwelcome behavior; or

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

- c) Decisions regarding an individual's employment are based on an individual's acceptance to or rejection of the behavior. These decisions can include what shifts and how many hours an employee might work, project assignments, as well as salary and promotion decisions.

There are two main types of sexual harassment:

- a) Hostile work environment which includes, but is not limited to, words, signs, jokes, pranks, intimidation, or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex, gender identity, or gender expression. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory, or discriminatory statements which an employee finds offensive or objectionable, causes an employee discomfort or humiliation, or interferes with the employee's job performance.
- b) Quid pro quo harassment which occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions, or privileges of employment.

Any covered individual who feels harassed is encouraged to report the behavior so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be discrimination and is covered by this policy.

Examples of Sexual Harassment

The following describes some actions that may constitute unlawful sexual harassment and that are strictly prohibited. This list is just a sample of behaviors and should not be considered exhaustive. Any covered individual who believes they have experienced sexual harassment, even if it does not appear on this list, should feel encouraged to report it:

- a) Physical acts of a sexual nature, such as:
 - 1. Touching, pinching, patting, kissing, hugging, grabbing, brushing against another individual's body, or poking another individual's body; or
 - 2. Rape, sexual battery, molestation, or attempts to commit these assaults, which may be considered criminal conduct outside the scope of this policy.
- b) Unwanted sexual comments, advances, or propositions, such as:
 - 1. Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion, or other job benefits;

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

2. Subtle or obvious pressure for unwelcome sexual activities; or
 3. Repeated requests for dates or romantic gestures, including gift-giving.
- c) Sexually oriented gestures, noises, remarks or jokes, or questions and comments about a person's sexuality, sexual experience, or romantic history which create a hostile work environment. This is not limited to interactions in person. Remarks made over virtual platforms and in messaging apps when employees are working remotely can create a similarly hostile work environment.
- d) Sex stereotyping, which occurs when someone's conduct or personality traits are judged based on other people's ideas or perceptions about how individuals of a particular sex should act or look:
1. Remarks regarding an employee's gender expression, such as wearing a garment typically associated with a different gender identity; or
 2. Asking employees to take on traditionally gendered roles, such as asking a woman to serve meeting refreshments when it is not part of, or appropriate to, her job duties.
- e) Sexual or discriminatory displays or publications anywhere in the workplace, such as:
1. Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials, or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace;
 2. This also extends to the virtual or remote workspace and can include having such materials visible in the background of one's home during a virtual meeting.
- f) Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity, or gender expression, such as:
1. Interfering with, destroying, or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
 2. Sabotaging an individual's work;
 3. Bullying, yelling, or name-calling;
 4. Intentional misuse of an individual's preferred pronouns; or

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

5. Creating different expectations for individuals based on their perceived identities:
 - (a) Dress codes that place more emphasis on women's attire;
 - (b) Leaving parents/caregivers out of meetings.

Who Can be a Target of Sexual Harassment?

Sexual harassment can occur between any individuals, regardless of their sex or gender. Harassment does not have to be between members of the opposite sex or gender. This policy applies to all instances of sexual harassment perpetrated against a "covered individual" by anyone in the workplace, including a co-worker, supervisor, or third-party such as a non-employee, paid or unpaid intern, vendor, building security, visitor, volunteer, parent, or student.

Sexual harassment does not happen in a vacuum and discrimination experienced by an individual can be impacted by biases and identities beyond an individual's gender. For example:

- a) Placing different demands or expectations on black women employees than white women employees can be both racial and gender discrimination;
- b) An individual's immigration status may lead to perceptions of vulnerability and increased concerns around illegal retaliation for reporting sexual harassment; or
- c) Past experiences as a survivor of domestic or sexual violence may lead an individual to feel re-traumatized by someone's behaviors in the workplace.

Individuals bring personal history with them to the workplace that might impact how they interact with certain behavior. It is especially important for all employees to be aware of how words or actions might impact someone with a different experience than their own in the interest of creating a safe and equitable workplace.

Where Can Sexual Harassment Occur?

Unlawful sexual harassment is not limited to the physical workplace itself. Sexual harassment can occur on school property and at school functions which, for purposes of this policy, means a school-sponsored or school-authorized extracurricular event or activity regardless of where the event or activity takes place, including any event or activity that may take place virtually or in another state. It can occur while covered individuals are traveling for District business or at District or industry-sponsored events or parties. Calls, texts, emails, and social media usage by covered individuals can constitute unlawful workplace harassment, even if they occur away from school property, on personal devices, or during non-work hours. Accordingly, conduct or incidents of sexual harassment that create or foreseeably create a disruption within the District may be subject to this policy in certain circumstances.

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

Sexual harassment can occur when covered individuals are working remotely. Any behaviors outlined above that leave a covered individual feeling uncomfortable, humiliated, or unable to meet their job requirements constitute harassment even if the covered individual is working remotely when the harassment occurs. Harassment can happen on virtual meeting platforms, in messaging apps, and after working hours between personal cell phones.

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

Retaliation is unlawful and is any action by an employer or supervisor that punishes an individual upon learning of a harassment claim, that seeks to discourage a covered individual from making a formal complaint or supporting a sexual harassment or discrimination claim, or that punishes those who have come forward. Adverse actions need not be job-related or occur in the workplace to constitute unlawful retaliation. For example, threats of physical violence outside of work hours or disparaging someone on social media would be covered as retaliation under this policy.

Examples of retaliation may include, but are not limited to:

- a) Demotion, termination, denying accommodations, reduced hours, or the assignment of less desirable shifts;
- b) Publicly releasing personnel files;
- c) Refusing to provide a reference or providing an unwarranted negative reference;
- d) Labeling an employee as "difficult" and excluding them from projects to avoid "drama";
- e) Undermining an individual's immigration status; or
- f) Reducing work responsibilities, passing over for a promotion, or moving an individual's desk to a less desirable office location.

Retaliation is unlawful under federal, state, and (where applicable) local law. The NYSHRL protects any individual who has engaged in "protected activity." Protected activity occurs when a person has:

- a) Made a complaint of sexual harassment or discrimination, either internally or with any government agency;
- b) Testified or assisted in a proceeding involving sexual harassment or discrimination under the NYSHRL or any other anti-discrimination law;

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

- c) Opposed sexual harassment or discrimination by making a verbal or informal complaint, or by simply informing a supervisor, building principal, other administrator, or the CRCO of suspected harassment;
- d) Reported that a covered individual has been sexually harassed or discriminated against; or
- e) Encouraged a covered individual to report harassment.

The District prohibits all retaliation. Any individual that reports an incident of sexual harassment or discrimination, provides information, or otherwise assists in any investigation of a sexual harassment or discrimination complaint is protected from retaliation. No one should fear reporting sexual harassment or discrimination if they believe it has occurred. Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of sexual harassment or discrimination.

Any District employee who retaliates against anyone involved in a sexual harassment or discrimination investigation will face disciplinary action, up to and including termination. All covered individuals who believe they have been subject to retaliation should inform a supervisor, building principal, other administrator, or the CRCO.

All employees and covered individuals who believe they have been a target of retaliation may also seek relief from government agencies, as explained in this policy.

Reporting Allegations of Sexual Harassment

Anyone who experiences, witnesses, or becomes aware of potential instances of sexual harassment is encouraged to report the behavior to a supervisor, building principal, other administrator, or the CRCO. Covered individuals should not feel discouraged from reporting harassment because they do not believe it is bad enough or conversely because they do not want to see someone fired over less severe behavior. Just as harassment can happen in different degrees, potential discipline for engaging in sexual harassment will depend on the degree of harassment and could include education counseling, suspension, or termination.

Reports of sexual harassment may be made verbally or in writing. A written complaint form is posted on the District's website if a covered individual would like to use it, but the complaint form is not required. Individuals who are reporting sexual harassment on behalf of another individual may use the complaint form and note that it is being submitted on another individual's behalf. A verbal or otherwise written complaint (such as an email) on behalf of oneself or another individual is also acceptable.

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

Reports may be made to a CRCO in person, by using the contact information for a CRCO, or by any other means that results in a CRCO receiving the person's verbal or written report. This report may be made at any time (including during non-business hours) by using the telephone number or email address, or by mail to the office address, listed for a CRCO.

Reports of sexual harassment may also be made to any other District employee including a supervisor or building principal. All reports of discrimination and/or harassment must be immediately forwarded to the CRCO. Reports may also be forwarded to other District employees depending on the allegations.

District employees must comply with reporting requirements in any other applicable District policy or document.

Covered individuals who believe they have been a target of sexual harassment may at any time seek assistance in additional available forums, as explained in this policy.

Supervisory Responsibilities

Everyone must work toward preventing sexual harassment, but leadership matters. Supervisors, building principals, other administrators, and the CRCOs have a special responsibility to make sure employees feel safe at work and that workplaces are free from harassment and discrimination. All supervisors, building principals, and other administrators who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing or discriminatory behavior, or for any reason suspect that sexual harassment or discrimination is occurring, are required to report the suspected sexual harassment to the CRCO. If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

Supervisors, building principals, and other administrators should not be passive and wait for a covered individual to make a claim of harassment. If they observe such behavior, they must act.

Supervisors, building principals, and other administrators can be disciplined if they engage in sexually harassing or discriminatory behavior themselves. Supervisors, building principals, and other administrators, can also be disciplined for failing to report suspected sexual harassment or allowing sexual harassment to continue after they know about it.

While supervisors, building principals, and other administrators have a responsibility to report harassment and discrimination, they must be mindful of the impact that harassment and a subsequent investigation has on victims. Being identified as a possible victim of harassment and questioned about

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

harassment and discrimination can be intimidating, uncomfortable and re-traumatizing for individuals. Supervisors, building principals, and other administrators must accommodate the needs of individuals who have experienced harassment to ensure the workplace is safe, supportive, and free from retaliation for them during and after any investigation.

Bystander Intervention

Any individual witnessing harassment as a bystander is encouraged to report it. A supervisor, building principal, or other administrator that is a bystander to harassment is **required** to report it. There are five standard methods of bystander intervention that can be used when anyone witnesses harassment or discrimination and wants to help.

- a) A bystander can interrupt the harassment by engaging with the individual being harassed and distracting them from the harassing behavior;
- b) A bystander who feels unsafe interrupting on their own can ask a third-party to help intervene in the harassment;
- c) A bystander can record or take notes on the harassment incident to benefit a future investigation;
- d) A bystander might check in with the person who has been harassed after the incident, see how they are feeling and let them know the behavior was not ok; and
- e) If a bystander feels safe, they can confront the harassers and name the behavior as inappropriate. When confronting harassment, physically assaulting an individual is never an appropriate response.

Though not exhaustive, and dependent on the circumstances, the guidelines above can serve as a brief guide of how to react when witnessing harassment in the workplace.

Grievance Process for Complaints of Sexual Harassment in the Workplace

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. An investigation of any complaint, information, or knowledge of suspected sexual harassment will be prompt, thorough, equitable, and started and completed as soon as possible. Investigations will be kept confidential to the extent possible. Disclosure may, however, be necessary to complete a thorough investigation of the charges and/or notify law enforcement officials. All individuals involved, including those making a harassment claim, witnesses, and alleged harassers deserve a fair and impartial investigation.

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

The CRCO will generally oversee the District's investigation of all complaints of discrimination and/or harassment. In the event an anonymous complaint is filed, the District will respond to the extent possible.

District employees may be required to cooperate as needed in an investigation of suspected sexual harassment. The District recognizes that participating in a harassment investigation can be uncomfortable and has the potential to retraumatize a covered individual. Individuals receiving claims and leading investigations will handle complaints and questions with sensitivity toward participants.

While the process may vary from case to case, investigations will be done in accordance with the following steps. Upon receipt of a complaint, the CRCO:

- a) Will conduct a prompt review of the allegations, assess the appropriate scope of the investigation, and take any interim actions (for example, instructing the individual(s) about whom the complaint was made to refrain from communications with the individual(s) who reported the harassment), as appropriate.

If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

- b) Will investigate all complaints of sexual harassment regardless of how those complaints are reported and treat all complaints with equal priority. For verbal complaints, the individual will be encouraged to complete, in writing, the complaint form. If the individual reporting prefers not to fill out the complaint form, a complaint form or equivalent documentation based on the verbal reporting will be prepared. The individual reporting the harassment will be provided a copy of the completed complaint form.
- c) Will take steps to obtain, review, and preserve documents sufficient to assess the allegations, including documents, emails, or phone records that may be relevant to the investigation. The CRCO will consider and implement appropriate document request, review, and preservation measures, including for electronic communications.
- d) Will seek to interview all parties involved, including any relevant witnesses. If a student is involved, the District will follow all applicable District policies and procedures regarding questioning students.
- e) Will create written documentation of the investigation (such as a letter, memo, or email), which contains the following:

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

1. A list of all documents reviewed, along with a detailed summary of relevant documents;
 2. A list of names of those interviewed, along with a detailed summary of their statements;
 3. A timeline of events;
 4. A summary of any prior relevant incidents disclosed in the investigation, reported or unreported; and
 5. The basis for the decision and final resolution of the complaint, together with any corrective action(s).
- f) Will keep the written documentation and associated documents in a secure and confidential location.
- g) Will promptly notify the individual(s) who reported the harassment and the individual(s) about whom the complaint was made that the investigation has been completed and implement any corrective actions identified in the written document. Any corrective action taken will be in accordance with applicable law and regulation, as well as any applicable District policy, regulation, procedure, collective bargaining agreement, third-party contract, or other document such as the District's *Code of Conduct*.
- h) Will inform the individual(s) who reported the harassment of the right to file a complaint or charge externally as outlined in this policy.

Other District policies and documents address sexual harassment. All complaints will be handled in accordance with the applicable District policies and/or documents.

The determination as to which District policies and/or documents are applicable is fact specific, and the CRCO may work with other District staff such as the District's Title IX Coordinator(s) to determine which District policies and/or documents are applicable to the specific facts of the complaint.

Annual Training

The District will provide a sexual harassment prevention training program to all employees on an annual basis. The training will be interactive and will include:

- a) An explanation of sexual harassment consistent with guidance issued by the Department of Labor in consultation with the Division of Human Rights;
- b) Examples of conduct that would constitute unlawful sexual harassment;

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

- c) Information concerning the federal and state statutory provisions concerning sexual harassment and remedies available to victims of sexual harassment;
- d) Information concerning employees' rights of redress and all available forums for adjudicating complaints; and
- e) Information addressing conduct by supervisors and any additional responsibilities for such supervisors.

Notification

The District will provide this policy to all employees in-person or digitally through email upon hiring and will be posted prominently in all work locations. In addition to sending the policy through email, this policy will also be available on the District's website.

At the time of hiring and at every annual sexual harassment prevention training program, the District will provide each employee a notice containing this policy and the information presented at the District's sexual harassment prevention training program.

This notice will be provided in English and in the language identified by the employee as their primary language, provided that the New York State Department of Labor Commissioner has published a template of the model materials in that language.

The notice will be delivered in writing, either in print or digitally. The notice will either link to or include, as an attachment or printed copy, the policy and training materials.

Legal Protections and External Remedies

Sexual harassment is not only prohibited by the District, but it is also prohibited by state, federal, and, where applicable, local law.

The District's internal process outlined in the policy above is one way for covered individuals to report sexual harassment. Covered individuals may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, covered individuals may also seek the legal advice of an attorney.

In addition to those outlined below, individuals may have other legal protections.

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)New York State Division of Human Rights (NYSDHR)

The NYSHRL, NY Executive Law, Art. 15, Section 290 et seq., applies to all employers in New York State and protects covered individuals, regardless of immigration status. A complaint alleging violation of the NYSHRL may be filed either with the NYSDHR or in New York State Supreme Court.

Complaints of sexual harassment filed with NYSDHR may be submitted any time **within three years** of the harassment. If an individual does not file a complaint with NYSDHR, they can bring a lawsuit directly in state court under the NYSHRL, **within three years** of the alleged sexual harassment. An individual may not file with NYSDHR if they have already filed a NYSHRL complaint in state court.

Complaining internally to the District does not extend the time to file with NYSDHR or in court. The three years are counted from the date of the most recent incident of harassment.

Individuals do not need an attorney to file a complaint with NYSDHR, and there is no cost to file with NYSDHR.

NYSDHR will investigate the complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases receive a public hearing before an administrative law judge. If sexual harassment is found at the hearing, NYSDHR has the power to award relief. Relief varies, but it may include requiring the employer to take action to stop the harassment, or repair the damage caused by the harassment, including paying of monetary damages, punitive damages, attorney's fees, and civil fines.

NYSDHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. Individuals may call (718) 741-8400 or visit: www.dhr.ny.gov.

Go to dhr.ny.gov/complaint for more information about filing a complaint with NYSDHR. The website has a digital complaint process that can be completed on a computer or mobile device from start to finish. The website has a complaint form that can be downloaded, filled out, and mailed to NYSDHR. The website also contains contact information for NYSDHR's regional offices across New York State.

Call the NYSDHR sexual harassment hotline at **1-800-HARASS-3 (1-800-427-2773)** for more information about filing a sexual harassment complaint. This hotline can also provide a referral to a volunteer attorney experienced in sexual harassment matters who can provide limited free assistance and counsel over the phone.

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)The United States Equal Employment Opportunity Commission

The United States Equal Employment Opportunity Commission (EEOC) enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act, 42 USC Section 2000e et seq. An individual can file a complaint with the EEOC anytime within 300 calendar days from the most recent incident of harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint and determine whether there is reasonable cause to believe that discrimination has occurred. If the EEOC determines that the law may have been violated, the EEOC will try to reach a voluntary settlement with the employer. If the EEOC cannot reach a settlement, the EEOC (or the Department of Justice in certain cases) will decide whether to file a lawsuit. The EEOC will issue a Notice of Right to Sue permitting workers to file a lawsuit in federal court if the EEOC closes the charge, is unable to determine if federal employment discrimination laws may have been violated, or believes that unlawful discrimination occurred but does not file a lawsuit.

Individuals may obtain relief in mediation, settlement, or conciliation. In addition, federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC.

An individual alleging discrimination at work can file a "Charge of Discrimination." The EEOC has district, area, and field offices where complaints can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at www.eeoc.gov, or via email at info@eeoc.gov. To file a complaint with the United States Equal Employment Opportunity Commission, please visit <https://www.eeoc.gov/filing-charge-discrimination>.

If an individual filed an administrative complaint with the NYSDHR, then NYSDHR will automatically file the complaint with the EEOC to preserve the right to proceed in federal court.

Title IX

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex in education programs and activities that receive federal financial assistance. The United States Department of Education's Office for Civil Rights (OCR) enforces Title IX of the Education Amendments Act of 1972.

For more information about how to file a complaint, contact OCR at 800-421-3481 (TDD 800-877-8339) or visit: <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>. The website contains information about filing the complaint online, by mail, or by email.

Local Protections

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city, or town in which they live to find out if a law exists.

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SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)Contact the Local Police Department

If the harassment involves unwanted physical touching, coerced physical confinement, or coerced sex acts, the conduct may constitute a crime. Those wishing to pursue criminal charges are encouraged to contact their local police department.

Title VII of the Civil Rights Act of 1964, 42 USC Section 2000e et seq.
Title IX of the Education Amendments Act of 1972, 20 USC Section 1681 et seq.
29 CFR Section 1604.11(a)
34 CFR Subtitle B, Chapter I
Civil Service Law Section 75-b
New York State Human Rights Law, Executive Law Section 290 et seq.
Labor Law Sections 201-g and 740

NOTE: Refer also to Policies #3420 -- Non-Discrimination and Anti-Harassment in the District
#3421 -- Title IX and Sex Discrimination
#6122 -- Employee Grievances
#7551 -- Sexual Harassment of Students

Adoption Date