FIRE ISLAND UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

Regular Meeting Agenda
November 14, 2023
4:30 p.m.

Call to Order

Voice of the Taxpayer

ITEM 1 **Approval of Minutes**

a. Audit Committee Meeting of October 10, 2023
b. Regular Meeting of October 10, 2023
c. Work Session of October 24, 2023

ITEM 2 **Finance**

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

ITEM 3 **Superintendent's Report**

ITEM 4 **Correspondence**

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

a. 2023 Strategic Planning Consulting Agreement – Leadership Solutions Advisors, LLC @ fee of $16,100.00 ($11,764 paid by Federal Rural Education Achievement Program Grant)

ITEM 6 **Public Hearing / 1st Reading of Policy Revision**

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

ITEM 7 **Public Hearing / 2nd Reading & Adoption of Policy Revision**

a. #7350 – Use of Timeout and Physical Restraints

ITEM 8 **Executive Session**

It is expected the Board will enter into Executive Session 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.

ITEM 8 **Adjournment**

Audit Committee Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
October 10, 2023

DRAFT

CALL TO ORDER	The meeting was called to order at 4:01 p.m. by District Clerk, T. Murphy.
MEMBERS PRESENT	L. Kaufman, L. Nowachek, J. Phelan
MEMBERS ABSENT	K. Skelly-Kurka, A. Wood
OTHERS PRESENT	A. Battaglia, CPA, R.S. Abrams & Co. T. Davey, Superintendent J. Lippert, Board Member J. Lizza, Assistant Superintendent for Business & Operations T. Murphy, District Clerk R. Swierkowski, Treasurer
2022-2023 FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT	Ms. Battaglia reviewed the 2022-2023 Financial Statements and discussed the Independent Auditor's Report. There were found to be no areas in which district controls could be improved.
ADJOURNMENT	The meeting adjourned at 4:16 p.m. (L. Nowachek, L. Kaufman; 3-0)

Traci Murphy
District Clerk

Regular Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
October 10, 2023

DRAFT

CALL TO ORDER	The meeting was called to order at 4:31 p.m. by President J. Lippert.
MEMBERS PRESENT	L. Kaufman, J. Lippert, L. Nowachek, J. Phelan, M. Wyckoff
MEMBERS ABSENT	K. Skelly-Kurka, A. Wood
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: • Regular Meeting of September 19, 2023 • Work Session of September 19, 2023 (M. Wyckoff, J. Phelan; 5-0)
TREASURER'S REPORT	Treasurer's Report for the month ended September 2023 was accepted as hereby attached. (M. Wyckoff, J. Phelan; 5-0)
TRIAL BALANCE REPORTS	No report for the month of September 2023..
APPROPRIATION & REVENUE STATUS REPORTS	The Board accepts the Appropriation and Revenue Status Reports for September 2023 as hereby attached. (M. Wyckoff, J. Phelan; 5-0)
GENERAL FUND CASH DISBURSEMENT REPORTS	The Board accepts the Cash Disbursement reports for September 2023 as hereby attached. (M. Wyckoff, J. Phelan; 5-0)
VOIDED CHECKS REPORT	The Board accepts the Voided Checks Report for September 2023 as hereby attached. (M. Wyckoff, J. Phelan; 5-0)
BUDGET TRANSFER	The Board approves a budget transfer in the amount of $425,628.82 as hereby attached. (J. Phelan, L. Nowachek; 5-0)
CASH TRANSFER	The Board approves a cash transfer in the amount of $350,000.00 as hereby attached. (L. Kaufman, L. Nowachek; 5-0)
WARRANT	The Board hereby approves the General Fund Warrant in the amount of $138,364.41 and the Capital Fund Warrant in the amount of $62.55. (J. Phelan, L. Kaufman; 5-0)
SUPERINTENDENT'S REPORT	Mr. Davey reported on the following: • Thank you to Mrs. Lizza and Mr. Swierkowski for their preparation and work regarding the audit and to Mr. Fortugno and Mr. Kurka for helping with district transportation the past two weeks.

- Annual Financial Report (ST3) from NYSED came back clean enabling FIUFSD to receive our State Foundation Aid.
- Our new bus driver, Ken Williams, has been oriented with our routes and is working on a daily basis.
- Professional Development is scheduled to start and focus will be on refining reading instruction, literacy curriculum, and how assessments in writing serve to help our students become better writers.
- Clubs – Swim club started; all clubs in full swing.
- OBFD will visit the school for Fire Prevention Awareness in October.
- Life Vac (choking rescue device) is in place - one in the kitchen and one in the main hallway.
- PTA – conversation around using district transportation to Bay Shore YMCA as a mixer location for our students; Trunk or Treat scheduled for October 23, 2023 at the Coast Guard Station.
- Annual visit from the New York State Insurance Reciprocal (NYSIR) – action items have been addressed.
- Jackie Lizza will attend a NYSIR presentation (regarding use of seatbelts) in the wake of the Farmingdale tragedy.
- Fire alarms and boilers are fixed and functioning,
- Water testing was done and the report has been posted to our website.
- Strategic Planning scheduled for November 29, 2023, BOE Work Session.
- SYNTAX is scheduled to visit in preparation of new promotional ideas
- SDM Meeting scheduled for October 13, 2023.

CORRESPONDENCE	There was no correspondence.
2023-2024 BOARD OF EDUCATION CALENDAR REVISION	The Board hereby approves the revision of the 2023-2024 Board meeting calendar to reflect the change of date from November 28, 2023 to November 29, 2023. (J. Phelan, L. Kaufman; 5-0)
2023-2024 BOARD OF EDUCATION GOALS AND OBJECTIVES	On the recommendation of the Superintendent, The Board hereby approves the 2023-2024 Board of Education Goals and Objectives as presented. (M. Wyckoff, L. Nowachek; 5-0)
2023-2024 DISTRICT WIDE SCHOOL SAFETY PLAN	On the recommendation of the Superintendent, the Board hereby approves the 2023-2024 District Wide School Safety Plan. (L. Kaufman, L. Nowachek; 5-0)
2022-2023 FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT	On the recommendation of the Superintendent and the Audit Committee, the Board hereby accepts the Financial Statements and Independent Auditor's Report for the fiscal year ending June 30, 2023 as presented. (L. Nowachek, J. Phelan; 5-0)
APPOINTMENT	The Board hereby approves H. Margolis as Permanent Substitute for the 2023-24 school year @ $176.42 daily rate. (L. Kaufman, J. Phelan; 5-0)
2023- 2024 DISTRICT WIDE SCHOOL SAFETY TEAM MEMBERS	On the recommendation of the Superintendent, the Board approves the following District Wide School Safety Team Members: T. Davey, J. Lizza, T. Murphy, D. DeRuvo, B. Kurka, M. DiDio, J. Lippert, C. Ferry, C. Forget, P. Tamberino, B. Chenault (parent),

V. Henriksen (West District Fire Coordinator), G. Hesse (Ocean Beach PD/FD).
(M. Wyckoff, L. Nowachek; 5-0)

DISCUSSION

The Board held the following discussions:

- *Governor Hochul's Roadmap and Guidebook for P-12 School to Transition Bus Fleets to Zero -Emission.* There are concerns on how to retrofit our four wheel drive district buses, the expense, and beach driving conditions.
- Policy #7350 – Use of Timeout and Physical Restraints. There were no concerns regarding the policy, and will it be added to our agenda for a first reading at the next meeting.

PUBLIC HEARING/
1st READING AND ADOPTION
OF PROPOSED POLICY

A public hearing and first reading was held of the following policies:

- #5681 – School Safety Plans
- #6215 – Probation and Tenure
- #7522 – Concussion Management
- #7530 – Child Abuse and Maltreatment

(J. Phelan, L. Nowachek; 5-0)

EXECUTIVE SESSION

The Board did not enter into Executive Session, although it was proposed on the agenda.

ADJOURNMENT

The meeting was adjourned at 5:26 p.m.
(J. Phelan, L. Nowachek; 5-0)

Traci Murphy
District Clerk

Work Session
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
October 24, 2023

DRAFT

CALL TO ORDER	The meeting was called to order at 4:31 pm 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 T. Murphy, District Clerk
APPROVAL OF 2023-2024 REVISED BOARD MEETING CALENDAR	The Board hereby approves the revised 2023-2024 Board meeting calendar to reflect the change of date from November 7, 2023 to November 14, 2023. (K. Skelly-Kurka, L. Nowacheck; 7-0)
APPROVAL OF APPOINTMENT – 2023-2024 PART-TIME LIBRARY CLERK	On the recommendation of the Superintendent, the Board hereby approves the appointment of H. Margolin, for the position of Part-Time Library Clerk @ $22.37 per hour for the 2023-2024 school year. (M. Wyckoff, A. Wood; 7-0)
BOARD DISCUSSION	a. Mr. Davey shared a presentation of Woodhull school data performance levels which showed our students performing at levels of success that are almost back to pre-Covid on the New York State ELA Assessment and back to pre-Covid performance on the Math Assessments. b. Policy #3410 – Code of Conduct: there are no further revisions/issues to be made on this policy and the policy will move forward for a first reading at the next Board meeting. The Board will discuss the Fire Island UFSD Code of Conduct during the upcoming Strategic Planning meetings. c. Policy # 3430 – Diversity, Equity, and Inclusion in the District: this policy needs further revisions and will be discussed again at the next Board meeting. d. Policy # 6121 – Sexual Harassment in the Workplace: there are no further revisions/issues to be made on this policy and the policy will move forward to a first reading at the next Board meeting.
PUBLIC HEARING/ 1st READING OF PROPOSED POLICY	A Public Hearing and first reading was held of the following policy: a. #7350 – Use of Timeout and Physical Restraints
PUBLIC HEARING/ 2ND READING & ADOPTION OF POLICY REVISIONS	Following a Public Hearing and second reading, the Board adopts revisions to the following policies, as hereby attached: a. #5681– School Safety Plans b. #6215 – Probation and Tenure

c. #7522 – Concussion Management
d. #7530 – Child Abuse and Maltreatment

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

ADJOURNMENT

The meeting was adjourned at 5:38 p.m.
(K. Skelly-Kurka, L. Kaufman; 7-0)

Traci Murphy
District Clerk

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204	**FNBLI CHECKING**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	72,549.41
10/05/2023	9431		A/R Receipt for Janet LaViolette - A/R Receipt for Janet LaViolette	CR-4	185.47	0.00	72,734.88
10/05/2023	9432		A/R Receipt for Wendell Chu - A/R Receipt for Wendell Chu	CR-4	181.28	0.00	72,916.16
10/05/2023	9433		A/R Receipt for Ferazzoli, Giovanni - A/R Receipt for Ferazzoli, Giovanni	CR-4	1,387.92	0.00	74,304.08
10/05/2023	9434		Peter Brennan Adult Ed- YogaMoney order 28237538215	CR-4	50.00	0.00	74,354.08
10/05/2023	9435		Sheila Almond Adult Ed OwelCheck number 3078	CR-4	30.00	0.00	74,384.08
10/05/2023	9436		Eastern Suffolk BOCESState AidCheck number 486397	CR-4	21,227.85	0.00	95,611.93
10/06/2023	9437		A/R Receipt for Evelyn Rahne - A/R Receipt for Evelyn Rahne	CR-4	185.47	0.00	95,797.40
10/06/2023	9438		A/R Receipt for James Fitz - A/R Receipt for James Fitz	CR-4	185.47	0.00	95,982.87
10/11/2023	9439		A/R Receipt for Gerard Rohan - A/R Receipt for Gerard Rohan	CR-4	200.13	0.00	96,183.00
10/11/2023	9440		A/R Receipt for Margery McKevitt - A/R Receipt for Margery McKevitt	CR-4	185.47	0.00	96,368.47
10/11/2023	9441		A/R Receipt for Renee Weil - A/R Receipt for Renee Weil	CR-4	185.47	0.00	96,553.94
10/11/2023	9442		A/R Receipt for Dawn Lippert - A/R Receipt for Dawn Lippert	CR-4	483.42	0.00	97,037.36
10/11/2023	9443		A/R Receipt for Kevin Gillespie - A/R Receipt for Kevin Gillespie	CR-4	35.47	0.00	97,072.83
10/11/2023	9444		A/R Receipt for Kevin Gillespie - A/R Receipt for Kevin Gillespie	CR-4	150.00	0.00	97,222.83
10/11/2023	9445		A/R Receipt for Linda Howe - A/R Receipt for Linda Howe	CR-4	185.47	0.00	97,408.30
10/11/2023	9446		A/R Receipt for Appell, Marialaina - A/R Receipt for Appell, Marialaina	CR-4	3,175.87	0.00	100,584.17
10/11/2023	9447		Katy Nail- Adul Ed OwlsCheck number 110	CR-4	30.00	0.00	100,614.17
10/13/2023	9448		A/R Receipt for Matthew and Christine Ferraro - A/R Receipt for Matthew and Christine Ferraro	CR-4	1,734.89	0.00	102,349.06
10/13/2023	9449		A/R Receipt for Roberta Roesch - A/R Receipt for Roberta Roesch	CR-4	92.73	0.00	102,441.79
10/13/2023	9450		A/R Receipt for Patricia Purnhagen - A/R Receipt for Patricia Purnhagen	CR-4	483.42	0.00	102,925.21

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204	**FNBLI CHECKING**						
10/13/2023	9451		****CASH*** ticket 394305Maureen Piliteri Adult Ed Mah jongg	CR-4	10.00	0.00	102,935.21
10/13/2023	9452		Adult Ed- Owl ClassMary Shields- checnk number 2395	CR-4	30.00	0.00	102,965.21
10/13/2023	9453		Adult Ed Fall 2023- OwlsJeffry Goulding- Check number 3356	CR-4	30.00	0.00	102,995.21
10/16/2023	34		October Money Transfers	JE-5	100,000.00	0.00	202,995.21
10/17/2023	9454		A/R Receipt for Lois Thornberg - A/R Receipt for Lois Thornberg	CR-4	185.47	0.00	203,180.68
10/17/2023	9455		A/R Receipt for Brendon & Tara Moran - A/R Receipt for Brendon & Tara Moran	CR-4	1,387.92	0.00	204,568.60
10/20/2023	9456		****CASH**** Receipt 394306Maureen Pilhitter and Bonnie NotterMah Jongg- Adult Ed	CR-4	20.00	0.00	204,588.60
10/24/2023	9457		A/R Receipt for Loretta Cannon - A/R Receipt for Loretta Cannon	CR-4	370.94	0.00	204,959.54
10/27/2023	9458		Cash Receipt 394307$30 Cash Marueen Rilliteri, Virgina Horton, Bonnie NoftenMah Jongg -Adult Ed	CR-4	30.00	0.00	204,989.54
10/27/2023	9459		Adul Ed- Mah JonggPatricia Stretch- Check nubmer 220	CR-4	10.00	0.00	204,999.54
10/27/2023	9460		A/R Receipt for Donna Clock - A/R Receipt for Donna Clock	CR-4	483.42	0.00	205,482.96
10/31/2023			See Cash Disbursement Schedule 7	CD-7	0.00	136,870.75	68,612.21
10/31/2023	37		To Record State Aid Received	JE-5	18,162.86	0.00	86,775.07
				Grand Totals:	**151,096.41**	**136,870.75**	**86,775.07**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204-1	**FNBLI Payroll**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	273,179.76
10/03/2023	28		Payroll 10/6/2023	JE-5	2,076.58	0.00	275,256.34
10/16/2023	34		October Money Transfers	JE-5	250,000.00	0.00	525,256.34
10/17/2023	35		Payroll 10/20/2023	JE-5	2,341.88	0.00	527,598.22
10/31/2023			See Cash Disbursement Schedule 9	CD-9	0.00	216,142.42	311,455.80
				Grand Totals:	**254,418.46**	**216,142.42**	**311,455.80**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 205	**FNBLI Money Market**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	3,613,828.93
10/16/2023	34		October Money Transfers	JE-5	0.00	350,000.00	3,263,828.93
10/31/2023	38		To Record Interst Received October 2023	JE-5	143.40	0.00	3,263,972.33
				Grand Totals:	**143.40**	**350,000.00**	**3,263,972.33**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 206	**FNBLI Repair Reserve**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	108,888.72
10/31/2023	38		To Record Interst Received October 2023	JE-5	4.62	0.00	108,893.34
				Grand Totals:	**4.62**	**0.00**	**108,893.34**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account / Date	Account Name / Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 207	**FNBLI Capital Reserve #2**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	1,026,152.01
10/31/2023	38		To Record Interst Received October 2023	JE-5	43.58	0.00	1,026,195.59
				Grand Totals:	**43.58**	**0.00**	**1,026,195.59**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 208	**FNBLI Capital Reserve**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	816,741.23
10/31/2023	38		To Record Interst Received October 2023	JE-5	34.68	0.00	816,775.91
				Grand Totals:	**34.68**	**0.00**	**816,775.91**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
CM 204	**FIA Scholarship**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	3,885.33
				Grand Totals:	**0.00**	**0.00**	**3,885.33**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
CM 204-1	**Conrad Muriel Wirostek Schholarship**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	92,294.94
				Grand Totals:	**0.00**	**0.00**	**92,294.94**

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2023 To 10/31/2023

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
H 204	**FNBLI Capital Fund Checking**						
			BALANCE 07/01/2023 - 09/30/2023		0.00	0.00	9,980.92
10/31/2023			See Cash Disbursement Schedule 5	CD-5	0.00	62.55	9,918.37
				Grand Totals:	**0.00**	**62.55**	**9,918.37**

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2023 - 10/31/2023

Account	Description	Debits	Credits
A 204	FNBLI CHECKING	86,775.07	0.00
A 204-1	FNBLI Payroll	311,455.80	0.00
A 205	FNBLI Money Market	3,263,972.33	0.00
A 206	FNBLI Repair Reserve	108,893.34	0.00
A 207	FNBLI Capital Reserve #2	1,026,195.59	0.00
A 208	FNBLI Capital Reserve	816,775.91	0.00
A 210	Petty Cash	200.00	0.00
A 380	Accounts Receivable	10,386.14	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	3,662,005.15	0.00
A 522	Expenditures	1,105,942.77	0.00
A 599	Appropriated Fund Balance	0.00	509,016.81
A 601	Accrued Liablities	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	38.16
A 720	Group Insurance AFLAC	1,935.72	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	3,043.33
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	2,927,612.22
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	55,359.37
	A Fund Totals:	**17,232,241.67**	**17,232,241.67**
CM 204	FIA Scholarship	3,885.33	0.00
CM 204-1	Conrad Muriel Wirostek Schholarship	92,294.94	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**
F 391	Due From Other Funds	21,600.00	0.00

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2023 - 10/31/2023

Account	Description		Debits	Credits
F 510	Estimated Revenue		11,764.00	0.00
F 630	Due To Other Funds		0.00	9,836.00
F 960	Appropriations		0.00	11,764.00
F 980	Revenues		0.00	11,764.00
		F Fund Totals:	**33,364.00**	**33,364.00**
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:	**19,107,243.08**	**19,107,243.08**

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 10/31/2023

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	3,303.00	3,484.00	4,139.00
A 1010.45	Board Of Education		1,001.00	78.00	1,079.00	108.90	417.10	553.00
1010	**BOARD OF EDUCATION**	*	**12,427.00**	**78.00**	**12,505.00**	**3,411.90**	**3,901.10**	**5,192.00**
A 1040.16	District Clerk		85,082.18	0.00	85,082.18	26,459.32	58,621.86	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**	**26,459.32**	**58,621.86**	**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**	**29,871.22**	**62,522.96**	**16,178.65**
A 1240.15	Central Administration		223,696.49	0.00	223,696.49	68,810.56	154,885.93	0.00
A 1240.16	Central Administration		24,783.15	0.00	24,783.15	7,797.12	16,573.57	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	2,382.48	350.00	1,267.52
A 1240.45	Central Administration		700.00	0.00	700.00	149.90	90.00	460.10
1240	**CHIEF SCHOOL ADMINISTRATOR**	*	**255,179.64**	**0.00**	**255,179.64**	**80,321.22**	**171,899.50**	**2,958.92**
12		**	**255,179.64**	**0.00**	**255,179.64**	**80,321.22**	**171,899.50**	**2,958.92**
A 1310.15	Business Administration		159,549.75	0.00	159,549.75	49,093.14	110,456.61	0.00
A 1310.40	Business Admin		24,938.00	1,300.00	26,238.00	10,912.50	2,208.10	13,117.40
A 1310.49	Business Adminstration		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**	**60,005.64**	**113,048.23**	**13,117.40**
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	26,745.28	60,176.78	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**	**26,745.28**	**61,299.28**	**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**	**102,924.55**	**204,747.51**	**15,494.90**

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 10/31/2023

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1420.40	Legal		55,500.00	0.00	55,500.00	8,864.32	37,635.68	9,000.00
1420	**LEGAL**	*	**55,500.00**	**0.00**	**55,500.00**	**8,864.32**	**37,635.68**	**9,000.00**
A 1430.49	Personnel		19,042.50	0.00	19,042.50	847.31	18,195.19	0.00
1430	**PERSONNEL**	*	**19,042.50**	**0.00**	**19,042.50**	**847.31**	**18,195.19**	**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	1,675.64	3,324.36	0.00
1460	**RECORDS MANAGEMENT OFFICER**	*	**5,500.00**	**0.00**	**5,500.00**	**1,675.64**	**3,324.36**	**500.00**
A 1480.49	Public Information Services - BOCES		15,380.25	0.00	15,380.25	0.00	15,380.25	0.00
1480	**PUBLIC INFORMATION & SERVICES**	*	**15,380.25**	**0.00**	**15,380.25**	**0.00**	**15,380.25**	**0.00**
14		**	**95,422.75**	**0.00**	**95,422.75**	**11,387.27**	**74,535.48**	**9,500.00**
A 1620.16	Operations Of Plant		119,315.20	0.00	119,315.20	38,262.74	74,163.60	6,888.86
A 1620.16B	Operations of Plant - Overtime		4,000.00	0.00	4,000.00	550.35	0.00	3,449.65
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	13,288.36	60,206.64	6,755.00
A 1620.45	Operations Of Plant		56,708.00	0.00	56,708.00	10,386.74	45,350.25	971.01
1620	**OPERATION OF PLANT**	*	**263,273.20**	**0.00**	**263,273.20**	**62,488.19**	**179,720.49**	**21,064.52**
A 1621.16	Maintenance Of Plant		86,921.74	0.00	86,921.74	27,052.88	60,868.85	-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	6,019.72	1,232.90	32,331.16
A 1621.40	Maintenance Of Plant		27,050.00	29,150.00	56,200.00	29,333.00	26,697.00	170.00
A 1621.45	Maintenance Of Plant		5,200.00	0.00	5,200.00	343.45	2,156.55	2,700.00
1621	**MAINTENANCE OF PLANT**	*	**226,671.74**	**-35,766.22**	**190,905.52**	**62,749.05**	**90,955.30**	**37,201.17**
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	211.33	746.67	2,542.00
1660	**CENTRAL STOREROOM**	*	**3,500.00**	**0.00**	**3,500.00**	**211.33**	**746.67**	**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	4,354.57	101,433.69	0.00
1680	**CENTRAL DATA PROCESSING**	*	**114,288.26**	**0.00**	**114,288.26**	**8,884.41**	**104,879.07**	**524.78**
16		**	**699,348.52**	**-34,486.22**	**664,862.30**	**138,984.24**	**383,432.90**	**142,445.16**

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Appropriation Status Detail Report By Function From 7/1/2023 To 10/31/2023

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	6,500.00	5,754.00
1910	**UNALLOCATED INSURANCE**	*	**86,200.00**	**0.00**	**86,200.00**	**73,946.00**	**6,500.00**	**5,754.00**
A 1981.49	Boces Administrative Charge		8,652.00	0.00	8,652.00	2,163.00	6,489.00	0.00
1981	**BOCES ADMINISTRATIVE COSTS**	*	**8,652.00**	**0.00**	**8,652.00**	**2,163.00**	**6,489.00**	**0.00**
19		**	**94,852.00**	**0.00**	**94,852.00**	**76,109.00**	**12,989.00**	**5,754.00**
1		***	**1,559,991.07**	**-17,934.59**	**1,542,056.48**	**439,597.50**	**910,127.35**	**192,331.63**
A 2010.49	Curriculum Development		11,409.00	0.00	11,409.00	4,000.00	7,409.00	0.00
2010	**CURRICULUM DEVEL & SUPERVISION**	*	**11,409.00**	**0.00**	**11,409.00**	**4,000.00**	**7,409.00**	**0.00**
A 2020.15	Curriculum Development Administrative		131,700.90	0.00	131,700.90	40,523.36	91,177.54	0.00
2020	**SUPERVISION-REGULAR SCHOOL**	*	**131,700.90**	**0.00**	**131,700.90**	**40,523.36**	**91,177.54**	**0.00**
A 2070.40	In-Service Training		30,000.00	0.00	30,000.00	0.00	23,776.92	6,223.08
2070	**INSERVICE TRAINING-INSTRUCTION**	*	**30,000.00**	**0.00**	**30,000.00**	**0.00**	**23,776.92**	**6,223.08**
20		**	**173,109.90**	**0.00**	**173,109.90**	**44,523.36**	**122,363.46**	**6,223.08**
A 2110.10	Teaching Regular School		69,799.02	0.00	69,799.02	10,738.32	59,060.71	-0.01
A 2110.12	Teaching Regular School		619,649.96	40,141.22	659,791.18	105,736.89	399,805.68	154,248.61
A 2110.12--01	Teaching Regular School Art		27,080.18	0.00	27,080.18	4,166.20	22,913.98	0.00
A 2110.12--02	Teaching Regualar School Music		31,715.52	0.00	31,715.52	4,879.32	26,836.21	-0.01
A 2110.12--03	Teaching Regualr School P/E		76,849.15	0.00	76,849.15	14,637.92	62,211.23	0.00
A 2110.14	Teaching Regular School - Substitue		44,056.08	0.00	44,056.08	2,469.88	34,586.20	7,000.00
A 2110.20	Teaching Regular School		5,000.00	0.00	5,000.00	264.31	4,735.24	0.45
A 2110.40	Teaching Regular School		15,000.00	-2,863.71	12,136.29	4,123.26	368.82	7,644.21
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	2,224.74	353.00	-200.00
A 2110.45	Teaching Regular School		13,200.00	2,170.21	15,370.21	10,294.34	4,260.21	815.66
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	162.30	1,002.64
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	1,660.74	45.15	3,294.11
A 2110.49	Teaching Regular School		5,888.12	0.00	5,888.12	0.00	5,888.12	0.00
2110	**TEACHING-REGULAR SCHOOL**	*	**1,045,281.89**	**41,276.38**	**1,086,558.27**	**42,102.38**	**749,860.71**	**294,595.18**
21		**	**1,045,281.89**	**41,276.38**	**1,086,558.27**	**42,102.38**	**749,860.71**	**294,595.18**
A 2250.15	Programs for Students w/ Disabilities		88,132.55	0.00	88,132.55	14,519.52	73,613.03	0.00

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Appropriation Status Detail Report By Function From 7/1/2023 To 10/31/2023

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	644.84	2,855.16	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	7,941.50	106,098.15	0.00
2250	**PROGRAMS-STUDENTS W/ DISABIL**	*	**300,842.32**	**-173.63**	**300,668.69**	**-58,152.14**	**268,562.83**	**90,258.00**
22		**	**300,842.32**	**-173.63**	**300,668.69**	**-58,152.14**	**268,562.83**	**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	8,332.36	45,827.99	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	0.00	4,058.61
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**	**16,560.94**	**45,827.99**	**7,201.72**
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	38,978.56	87,701.57	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	9,668.45	5,233.31	10,056.55
A 2630.45	Computer Assisted Instruction		2,500.00	0.00	2,500.00	1,233.75	0.00	1,266.25
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**	**105,322.80**	**92,934.88**	**34,639.45**
26		**	**299,419.78**	**4,392.00**	**303,811.78**	**121,883.74**	**140,086.87**	**41,841.17**
A 2815.16	Health Services		66,640.62	0.00	66,640.62	12,673.97	51,966.66	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	572.10	223.61	4.29
2815	**HEALTH SERVICES-REGULAR SCHOOL**	*	**78,440.62**	**0.00**	**78,440.62**	**13,246.07**	**62,690.27**	**2,504.28**
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	278.00	1,222.00	0.00
2830	**PUPIL PERSONNEL SRVC-SPEC SCHL**	*	**1,500.00**	**0.00**	**1,500.00**	**278.00**	**1,222.00**	**0.00**
A 2850.15	Co Curricular Activities		26,600.00	0.00	26,600.00	1,230.00	0.00	25,370.00
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	0.00	268.21	731.79
2850	**CO-CURRICULAR ACTIV-REG SCHL**	*	**54,600.00**	**0.00**	**54,600.00**	**1,230.00**	**14,875.71**	**38,494.29**
28		**	**136,140.62**	**0.00**	**136,140.62**	**14,754.07**	**78,787.98**	**42,598.57**
2		***	**1,984,794.51**	**45,494.75**	**2,030,289.26**	**165,111.41**	**1,389,661.85**	**475,516.00**
A 5510.16	District Transportation		338,109.81	0.00	338,109.81	67,815.35	232,246.69	38,047.77
a 5510.16b	Overtime		19,500.00	0.00	19,500.00	3,931.84	0.00	15,568.16
A 5510.20	District Transportation		1,000.00	0.00	1,000.00	0.00	522.36	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	52,230.61	52,394.39	725.00
A 5510.45	District Transportation		65,000.00	0.00	65,000.00	2,385.71	62,510.17	104.12
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**	**126,363.51**	**445,667.61**	**54,922.69**
A 5530.16	Garage Building		9,171.12	0.00	9,171.12	2,821.92	6,349.20	0.00
A 5530.20	Garage Building		2,000.00	0.00	2,000.00	0.00	600.00	1,400.00
A 5530.40	Garage Building		10,000.00	0.00	10,000.00	883.86	7,116.14	2,000.00
A 5530.45	Garage Building		500.00	0.00	500.00	0.00	472.39	27.61
5530	**GARAGE BUILDING**	*	**21,671.12**	**0.00**	**21,671.12**	**3,705.78**	**14,537.73**	**3,427.61**
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**	**130,069.29**	**461,225.34**	**58,350.30**
5		***	**555,086.93**	**94,558.00**	**649,644.93**	**130,069.29**	**461,225.34**	**58,350.30**
A 7140.16	Community Recreation		21,898.27	0.00	21,898.27	11,305.30	6,382.11	4,210.86
A 7140.40	Community Recreation		15,000.00	0.00	15,000.00	560.00	5,040.00	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	2,171.90	736.17	2,091.93
7140	**RECREATION**	*	**46,898.27**	**0.00**	**46,898.27**	**14,517.20**	**12,158.28**	**20,222.79**
71		**	**46,898.27**	**0.00**	**46,898.27**	**14,517.20**	**12,158.28**	**20,222.79**

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 10/31/2023

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
7		***	**46,898.27**	**0.00**	**46,898.27**	**14,517.20**	**12,158.28**	**20,222.79**
A 9010.80	State Retirement		130,446.45	0.00	130,446.45	0.00	106,652.00	23,794.45
9010	**STATE RETIREMENT**	*	**130,446.45**	**0.00**	**130,446.45**	**0.00**	**106,652.00**	**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	43,134.25	166,865.75	0.00
9030	**SOCIAL SECURITY**	*	**210,000.00**	**0.00**	**210,000.00**	**43,134.25**	**166,865.75**	**0.00**
A 9040.80	Worker Compensation		1,000.00	0.00	1,000.00	0.00	50,000.00	-49,000.00
9040	**WORKERS' COMPENSATION**	*	**1,000.00**	**0.00**	**1,000.00**	**0.00**	**50,000.00**	**-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	312,155.25	563,898.08	107,838.34
9060	**HOSPITAL, MEDICAL & DENTAL INS**	*	**985,026.83**	**-1,135.16**	**983,891.67**	**312,155.25**	**563,898.08**	**107,838.34**
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**	**356,647.37**	**888,832.33**	**394,050.55**
9		***	**1,640,665.41**	**-1,135.16**	**1,639,530.25**	**356,647.37**	**888,832.33**	**394,050.55**
	Fund ATotals:		**5,787,436.19**	**120,983.00**	**5,908,419.19**	**1,105,942.77**	**3,662,005.15**	**1,140,471.27**
F 2060.40	Research Planning Evaluation		11,764.00	0.00	11,764.00	0.00	0.00	11,764.00
2060		*	**11,764.00**	**0.00**	**11,764.00**	**0.00**	**0.00**	**11,764.00**
20		**	**11,764.00**	**0.00**	**11,764.00**	**0.00**	**0.00**	**11,764.00**
2		***	**11,764.00**	**0.00**	**11,764.00**	**0.00**	**0.00**	**11,764.00**
	Fund FTotals:		**11,764.00**	**0.00**	**11,764.00**	**0.00**	**0.00**	**11,764.00**
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**

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2023 To 10/31/2023

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
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**	**1,602,806.00**	**3,662,005.15**	**1,516,102.37**

FIRE ISLAND UFSD

Revenue Status Report By Function From 7/1/2023 To 10/31/2023

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	23,585.35	27,523.89
A 1315	Adult Education	3,500.00	0.00	3,500.00	1,330.00	2,170.00
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	1,071.36	2,928.64
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	16,374.67	277,560.33
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	3,370.32	12,893.68
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**	**55,359.37**	**6,362,076.63**
CM 2705	Contributions / Gifts & Doantions	0.00	0.00	0.00	10,058.78	-10,058.78
	CM Totals:	**0.00**	**0.00**	**0.00**	**10,058.78**	**-10,058.78**
F 4289	Other Federal Aid	11,764.00	0.00	11,764.00	11,764.00	0.00
	F Totals:	**11,764.00**	**0.00**	**11,764.00**	**11,764.00**	**0.00**
	Grand Totals:	**6,429,200.00**	**0.00**	**6,429,200.00**	**77,182.15**	**6,352,017.85**

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation		Paid	Liquidated
1788	☐	10/04/2023	3945	Melissa Hood		**VOID**			
					A 1060.40			-157.13	0.00
							Check Totals:	**-157.13**	**0.00**
1930	☐	10/04/2023	2380	TIME FOR KIDS		**VOID**			
				7084	A 2110.40			-55.00	-55.00
							Check Totals:	**-55.00**	**-55.00**
1990	☐	10/04/2023	2380	TIME FOR KIDS		**VOID**			
				7149	A 2110.40			-59.40	-59.40
							Check Totals:	**-59.40**	**-59.40**
1997	☐	10/10/2023	4010	AED Superstore					
				7198	A 2815.45			50.88	50.88
							Check Totals:	**50.88**	**50.88**
1998	☐	10/10/2023	3568	Allstate Sign & Plaque Corp.					
				7081	A 1621.45			54.95	54.95
							Check Totals:	**54.95**	**54.95**
1999	☐	10/10/2023	4013	Inc Amazon.com Services					
				7210	A 2110.45			45.50	45.50
				7212	A 1620.45			28.99	28.99
							Check Totals:	**74.49**	**74.49**
2000	☐	10/10/2023	2947	Baldwin Automotive					
				7017	A 5510.40			221.00	221.00
				7017	A 5510.40			364.38	364.38
				7017	A 5510.40			1,709.45	1,709.45
				7017	A 5510.40			2,348.70	2,348.70
							Check Totals:	**4,643.53**	**4,643.53**
2001	☐	10/10/2023	1999	Bank of America Business Card					

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
				7200	A 5510.45		286.15	286.15
				7200	A 2630.46		-27.15	0.00
				7056	A 2110.45		16.99	16.99
				7056	A 2110.45		2.51	2.51
						Check Totals:	**278.50**	**305.65**
2002	☐	10/10/2023	3832	Benetech, Inc.				
				7035	A 1310.40		75.00	75.00
						Check Totals:	**75.00**	**75.00**
2003	☐	10/10/2023	3872	Canon Solutions America, Inc				
				7034	A 1680.45		554.62	554.62
						Check Totals:	**554.62**	**554.62**
2004	☐	10/10/2023	3603	CBIZ Valuation Group,LLC				
				6414	A 1310.40		1,300.00	1,300.00
						Check Totals:	**1,300.00**	**1,300.00**
2005	☐	10/10/2023	4030	Coffee Distributing Corp				
				7029	A 1620.45		158.75	158.75
				7029	A 1620.45		245.46	245.46
				7029	A 1620.45		121.55	121.55
						Check Totals:	**525.76**	**525.76**
2006	☐	10/10/2023	2296	CULLEN DANOWSKI				
				6031	A 1320.40		5,000.00	5,000.00
						Check Totals:	**5,000.00**	**5,000.00**
2007	☐	10/10/2023	3282	David A. Levenson				
				7057	A 2250.40		214.95	214.95
						Check Totals:	**214.95**	**214.95**
2008	☐	10/10/2023	1551	DEMCO, INC.				

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
				7207	A 2610.45		46.83	46.83
						Check Totals:	**46.83**	**46.83**
2009	☐	10/10/2023	4068	Didax Education Resources				
				7163	A 2110.45		62.57	62.57
				7165	A 2110.45		104.25	104.25
				7161	A 2110.45		330.33	330.33
				7169	A 2110.40		465.86	465.86
						Check Totals:	**963.01**	**963.01**
2010	☐	10/10/2023	1835	EASTERN SUFFOLK BOCES				
				7023	A 1430.49		847.31	847.31
				7023	A 1680.49		4,190.00	4,190.00
				7023	A 1981.49		721.00	721.00
				7023	A 2010.49		4,000.00	4,000.00
				7023	A 2610.49		6,225.15	6,130.30
				7023	A 2830.49		278.00	278.00
						Check Totals:	**16,261.46**	**16,166.61**
2011	☐	10/10/2023	2870	ENVIROSCIENCE CONSULTANTS				
				7211	A 1621.40		1,445.00	1,445.00
						Check Totals:	**1,445.00**	**1,445.00**
2012	☐	10/10/2023	1054	FIRE ISLAND FERRIES, INC.				
				7061	A 1620.40		563.05	563.05
						Check Totals:	**563.05**	**563.05**
2013	☐	10/10/2023	1054	FIRE ISLAND FERRIES, INC.				
				7020	A 5510.40		2,700.00	2,700.00
				7020	A 5510.40		3,510.00	3,510.00
				7020	A 5510.40		135.00	135.00
				6418	A 1010.45		26.00	26.00
				7036	A 7140.45 -CL		117.00	117.00

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
				7036	A 7140.45 -CL		78.00	78.00
				7043	A 1010.40		110.00	110.00
				7043	A 1010.40		52.00	52.00
						Check Totals:	**6,728.00**	**6,728.00**
2014	☐	10/10/2023	3074	GovConnection				
				7183	A 2630.45		76.65	76.65
				7183	A 2630.45		306.60	306.60
				7183	A 2630.45		255.50	255.50
				6410	A 2630.22		799.69	799.69
						Check Totals:	**1,438.44**	**1,438.44**
2015	☐	10/10/2023	1718	GRAINGER				
				7046	A 1620.45		204.90	204.90
						Check Totals:	**204.90**	**204.90**
2016	☐	10/10/2023	3900	Great Minds PCB				
				7208	A 2110.45		89.70	89.70
						Check Totals:	**89.70**	**89.70**
2017	☐	10/10/2023	2507	GUERCIO AND GUERCIO				
				7063	A 1420.40		1,296.00	1,296.00
				7062	A 1420.40		3,041.66	3,041.66
						Check Totals:	**4,337.66**	**4,337.66**
2018	☐	10/10/2023	3156	Iron Mountain				
				7005	A 1460.40		418.91	418.91
						Check Totals:	**418.91**	**418.91**
2019	☐	10/10/2023	1441	LAKESHORE LEARNING MATERIALS				
				7164	A 2110.45		39.38	39.38
						Check Totals:	**39.38**	**39.38**

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
2020	☐	10/10/2023	3945	Melissa Hood				
					A 1060.40		157.13	0.00
						Check Totals:	**157.13**	**0.00**
2021	☐	10/10/2023	2840	MUSIC And ARTS CENTER				
				7127	A 2110.40--02		300.00	300.00
				7127	A 2110.40--02		200.00	200.00
				7127	A 2110.40--02		900.00	900.00
						Check Totals:	**1,400.00**	**1,400.00**
2022	☐	10/10/2023	2813	PEST PRO EXTERMINATING COMPANY				
				7055	A 1620.40		115.00	115.00
				7055	A 1620.40		115.00	115.00
						Check Totals:	**230.00**	**230.00**
2023	☐	10/10/2023	2938	Phoenix Learning Resources				
				7189	A 2110.48		312.82	312.82
						Check Totals:	**312.82**	**312.82**
2024	☐	10/10/2023	1612	Pitney Bowes				
				7001	A 1670.40		227.97	227.97
						Check Totals:	**227.97**	**227.97**
2025	☐	10/10/2023	3580	PSEG Long Island, LLC				
				7064	A 5530.40		272.97	272.97
						Check Totals:	**272.97**	**272.97**
2026	☐	10/10/2023	3580	PSEG Long Island, LLC				
				7065	A 1620.45		2,025.16	2,025.16
						Check Totals:	**2,025.16**	**2,025.16**
2027	☐	10/10/2023	3102	Richard Security				
				7002	A 1620.40		1,155.00	1,155.00

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
				7002	A 1620.40		137.34	137.34
						Check Totals:	**1,292.34**	**1,292.34**
2028	☐	10/10/2023	2628	ROCHESTER 100				
				7203	A 2110.45		54.00	54.00
						Check Totals:	**54.00**	**54.00**
2029	☐	10/10/2023	2844	SCHOOL ADMINISTRATORS ASSOCIATION OF NYS				
				7184	A 2110.40		600.00	600.00
						Check Totals:	**600.00**	**600.00**
2030	☐	10/10/2023	1107	SCHOOL HEALTH CORPORATION				
				7190	A 2815.45		248.83	248.83
						Check Totals:	**248.83**	**248.83**
2031	☐	10/10/2023	2214	SCHOOL SPECIALTY				
				7139	A 2110.45		231.31	231.31
				7178	A 2610.20		282.04	282.04
				7170	A 2110.45		148.34	148.34
				7196	A 2110.45		53.39	53.39
				7147	A 2110.45		442.00	442.00
						Check Totals:	**1,157.08**	**1,157.08**
2032	☐	10/10/2023	2456	STAPLES Contract & Commercial				
				7038	A 1660.45		184.04	184.04
				7038	A 2110.45		158.73	158.73
				7156	A 2110.45		24.37	24.37
				7209	A 2110.45		38.45	38.45
				7209	A 2110.45		21.58	21.58
						Check Totals:	**427.17**	**427.17**
2033	☐	10/10/2023	3351	Suffolk County Comm., Inc.				
				7004	A 5510.40		480.00	480.00

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation		Paid	Liquidated
							Check Totals:	**480.00**	**480.00**
2034	☐	10/10/2023	3309	Suffolk Printing					
				7191	A 7140.45			480.00	480.00
							Check Totals:	**480.00**	**480.00**
2035	☐	10/10/2023	3883	Teacher Synergy, LLC					
				7217	A 2110.45			22.50	22.50
							Check Totals:	**22.50**	**22.50**
2036	☐	10/10/2023	3922	The New York Times					
				7204	A 2610.40			780.00	780.00
							Check Totals:	**780.00**	**780.00**
2037	☐	10/10/2023	2380	TIME FOR KIDS					
				7084	A 2110.40			55.00	55.00
				7149	A 2110.40			59.40	59.40
							Check Totals:	**114.40**	**114.40**
2038	☐	10/10/2023	3788	Treetop Productions, Inc					
				7179	A 1621.20			3,933.26	3,933.26
				7179	A 1621.20			1,348.45	1,348.45
							Check Totals:	**5,281.71**	**5,281.71**
2039	☐	10/10/2023	2111	Verizon Communication					
				7076	A 1620.45			80.12	80.12
							Check Totals:	**80.12**	**80.12**
2040	☐	10/10/2023	2431	VERIZON WIRELESS					
				7078	A 1620.45			681.92	681.92
							Check Totals:	**681.92**	**681.92**
2041	☐	10/10/2023	3814	Windstream Communications, Inc					

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
				7173	A 1620.45		0.80	0.80
						Check Totals:	**0.80**	**0.80**
2042	☐	10/11/2023	2468	FIRST RELIANCE STANDARD LIFE INSUR.				
				7022	A 9060.80		3,000.09	3,000.09
						Check Totals:	**3,000.09**	**3,000.09**
2043	☐	10/11/2023	1119	NYS EMP. HEALTH INS PENDING A/				
				7011	A 9060.80		72,506.25	72,506.25
						Check Totals:	**72,506.25**	**72,506.25**
						Grand Totals:	**136,870.75**	**136,803.05**

Number of Cash Disbursements: 50

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1010.40	Board Of Education	162.00	162.00
A 1010.45	Board Of Education	26.00	26.00
A 1060.40	District Meeting	0.00	0.00
A 1310.40	Business Admin	1,375.00	1,375.00
A 1320.40	Auditing	5,000.00	5,000.00
A 1420.40	Legal	4,337.66	4,337.66
A 1430.49	Personnel	847.31	847.31
A 1460.40	Records Management-Con Expenditure	418.91	418.91
A 1620.40	Operations Of Plant	2,085.39	2,085.39
A 1620.45	Operations Of Plant	3,547.65	3,547.65
A 1621.20	Maintenance Of Plant	5,281.71	5,281.71
A 1621.40	Maintenance Of Plant	1,445.00	1,445.00
A 1621.45	Maintenance Of Plant	54.95	54.95
A 1660.45	Central Storeroom	184.04	184.04
A 1670.40	Central printing & mailing	227.97	227.97
A 1680.45	Central Data Processing	554.62	554.62
A 1680.49	Central Data Processing	4,190.00	4,190.00
A 1981.49	Boces Administrative Charge	721.00	721.00

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 7: Cash Disbursement

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

Account	Description	Total Expensed	Total Liquidated
A 2010.49	Curriculum Development	4,000.00	4,000.00
A 2110.40	Teaching Regular School	1,065.86	1,065.86
A 2110.40--02	Teaching Regular School Music	1,400.00	1,400.00
A 2110.45	Teaching Regular School	1,885.90	1,885.90
A 2110.48	Teaching Regular School	312.82	312.82
A 2250.40	Programs for Students w/ Disabilities	214.95	214.95
A 2610.20	School Library	282.04	282.04
A 2610.40	School Library	780.00	780.00
A 2610.45	School Library	46.83	46.83
A 2610.49	School Library	6,225.15	6,130.30
A 2630.22	Computer Hardware	799.69	799.69
A 2630.45	Computer Assisted Instruction	638.75	638.75
A 2630.46	Computer Software	-27.15	0.00
A 2815.45	Health Services	299.71	299.71
A 2830.49	Pupil Personnel	278.00	278.00
A 5510.40	District Transportation	11,468.53	11,468.53
A 5510.45	District Transportation	286.15	286.15
A 5530.40	Garage Building	272.97	272.97
A 7140.45	Community Recreation	480.00	480.00
A 7140.45 -CL	Community Recreation - Library	195.00	195.00
A 9060.80	Hospital & Dental Insurance	75,506.34	75,506.34
	Fund A Totals:	**136,870.75**	**136,803.05**
	Grand Totals:	**136,870.75**	**136,803.05**

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204	FNBLI CHECKING	0.00	136,870.75
A 521	Encumbrances	0.00	136,803.05
A 522	Expenditures	136,870.75	0.00
A 821	Reserve For Encumbrances	136,803.05	0.00

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 9: Cash Disbursement Payroll

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
2739	☐	10/02/2023	1123	NYS INCOME TAX		Trust & Agency Payment		
					A 721		4,618.81	0.00
					A 728		192.58	0.00
						Check Totals:	**4,811.39**	**0.00**
2740	☐	10/02/2023	2076	FICA		Trust & Agency Payment		
					A 726		5,634.09	0.00
					A 726		5,634.09	0.00
					A 726		1,442.39	0.00
					A 726		1,442.39	0.00
						Check Totals:	**14,152.96**	**0.00**
2741	☐	10/02/2023	2910	Federal 941 Withholding		Trust & Agency Payment		
					A 722		11,671.22	0.00
						Check Totals:	**11,671.22**	**0.00**
2742	☐	10/02/2023	3228	Fire Island UFSD		Trust & Agency Payment		
					A 720.1		2,076.58	0.00
						Check Totals:	**2,076.58**	**0.00**
2743	☐	10/02/2023	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**
2744	☐	10/02/2023	3453	Net Pay - Fire Island UFSD		Trust & Agency Payment		
					A 710		67,224.91	0.00
						Check Totals:	**67,224.91**	**0.00**
2745	☐	10/02/2023	3990	Vanguard		Trust & Agency Payment		
					A 729		750.00	0.00
						Check Totals:	**750.00**	**0.00**

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 9: Cash Disbursement Payroll

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
2746	☐	10/16/2023	1123	NYS INCOME TAX		Trust & Agency Payment		
					A 721		4,757.43	0.00
					A 728		192.58	0.00
						Check Totals:	**4,950.01**	**0.00**
2747	☐	10/16/2023	1126	NYS EMPLOYEES' RETIREMENT SYSTEM		Trust & Agency Payment		
					A 718		1,038.51	0.00
						Check Totals:	**1,038.51**	**0.00**
2748	☐	10/16/2023	2076	FICA		Trust & Agency Payment		
					A 726		5,788.72	0.00
					A 726		5,788.72	0.00
					A 726		1,478.58	0.00
					A 726		1,478.58	0.00
						Check Totals:	**14,534.60**	**0.00**
2749	☐	10/16/2023	2910	Federal 941 Withholding		Trust & Agency Payment		
					A 722		12,107.00	0.00
						Check Totals:	**12,107.00**	**0.00**
2750	☐	10/16/2023	3228	Fire Island UFSD		Trust & Agency Payment		
					A 720.1		2,341.88	0.00
						Check Totals:	**2,341.88**	**0.00**
2751	☐	10/16/2023	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**
2752	☐	10/16/2023	3453	Net Pay - Fire Island UFSD		Trust & Agency Payment		
					A 710		68,621.13	0.00
						Check Totals:	**68,621.13**	**0.00**

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 9: Cash Disbursement Payroll

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
2753	☐	10/16/2023	3990	Vanguard		Trust & Agency Payment		
					A 729		750.00	0.00
						Check Totals:	**750.00**	**0.00**
10098	☐	10/03/2023	1940	NYS UNITED TEACHERS		Trust & Agency Payment - FIUNION		
					A 724		220.57	0.00
						Check Totals:	**220.57**	**0.00**
10099	☐	10/06/2023	2592	AFLAC				
					A 720		1,339.33	0.00
						Check Totals:	**1,339.33**	**0.00**
10100	☐	10/17/2023	1940	NYS UNITED TEACHERS		Trust & Agency Payment - FIUNION		
					A 724		220.57	0.00
						Check Totals:	**220.57**	**0.00**
10062023	☐	10/06/2023	2941	PAYROLL EXPENDITURE		Payroll Summary 10/6/2023		
				202324	A 1040.16		3,272.35	3,272.35
				202324	A 1240.15		8,601.32	8,601.32
				202324	A 1240.16		1,101.75	1,101.75
				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		26,137.64	26,137.64
				202324	A 2110.14		882.10	882.10
				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		3,150.42	3,150.42
				202324	A 2850.15		60.00	0.00
				202324	A 5510.16		13,574.93	13,574.93

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name		Explanation		
				PO Number	Account		Paid	Liquidated
				202324	A 5530.16		352.74	352.74
				202324	A 7140.16		493.23	493.23
				202324	a 5510.16b		788.53	0.00
				202324	A 2020.15		5,065.42	5,065.42
				202324	A 1620.16B		95.56	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 522		100,059.17	0.00
				202324	A 500		-100,059.17	0.00
				202324	A 521		-99,115.08	0.00
				202324	A 821		99,115.08	0.00
						Check Totals:	**100,059.17**	**99,115.08**
10202023	☐	10/20/2023	2941	PAYROLL EXPENDITURE		Payroll Summary 10/20/2023		
				202324	A 1040.16		3,272.35	3,272.35
				202324	A 1240.15		8,601.32	8,601.32
				202324	A 1240.16		933.97	933.97
				202324	A 1310.15		6,136.53	6,136.53
				202324	A 1325.16		3,343.16	3,343.16
				202324	A 1620.16		4,374.47	4,374.47
				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
				202324	A 2110.14		1,323.15	1,323.15
				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		1,170.00	0.00
				202324	A 5510.16		14,027.60	14,027.60
				202324	A 5530.16		352.74	352.74
				202324	A 7140.16		528.82	528.82

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For A - 9: Cash Disbursement Payroll

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation			
				PO Number	Account		Paid	Liquidated
				202324	a 5510.16b		1,609.49	0.00
				202324	A 2020.15		5,065.42	5,065.42
				202324	A 1620.16B		53.09	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 522		102,553.36	0.00
				202324	A 500		-102,553.36	0.00
				202324	A 521		-99,720.78	0.00
				202324	A 821		99,720.78	0.00
						Check Totals:	**102,553.36**	**99,720.78**
						Grand Totals:	**418,754.95**	**198,835.86**

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	2,035.72	2,035.72
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	8,805.62	8,805.62
A 1620.16B	Operations of Plant - Overtime	148.65	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	52,103.84	52,103.84
A 2110.12--01	Teaching Regular School Art	2,083.10	2,083.10
A 2110.12--02	Teaching Regualar School Music	2,439.66	2,439.66
A 2110.12--03	Teaching Regualr School P/E	7,318.96	7,318.96
A 2110.14	Teaching Regular School - Substitue	2,205.25	2,205.25
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 - 9: Cash Disbursement Payroll

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

Account	Description	Total Expensed	Total Liquidated
A 2630.15	Computer Assisted Instruction	9,744.64	9,744.64
A 2815.16	Health Services	6,373.13	6,373.13
A 2850.15	Co Curricular Activities	1,230.00	0.00
A 500	Payroll Clearing	-202,612.53	0.00
A 521	Encumbrances	-198,835.86	0.00
A 522	Expenditures	202,612.53	0.00
A 5510.16	District Transportation	27,602.53	27,602.53
a 5510.16b	Overtime	2,398.02	0.00
A 5530.16	Garage Building	705.48	705.48
A 710	Consolidated Payroll	135,846.04	0.00
A 7140.16	Community Recreation	1,022.05	1,022.05
A 718	State Retirement	1,038.51	0.00
A 720	Group Insurance AFLAC	1,339.33	0.00
A 720.1	Groud Health Insurance	4,418.46	0.00
A 721	NYS Income Tax	9,376.24	0.00
A 722	Federal Income Tax	23,778.22	0.00
A 724	Association and Union Dues	441.14	0.00
A 726	Social Security Tax	28,687.56	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	198,835.86	0.00
	Fund A Totals:	**418,754.95**	**198,835.86**
	Grand Totals:	**418,754.95**	**198,835.86**

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204-1	FNBLI Payroll	0.00	216,142.42

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For H - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name / PO Number	Account	Explanation	Paid	Liquidated
1034	☐	10/05/2023	2741	BBS				
					H 1622.245-20-21		62.55	0.00
						Check Totals:	**62.55**	**0.00**
						Grand Totals:	**62.55**	**0.00**

Number of Cash Disbursements: 1

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
H 1622.245-20-21	Materials & Supplies	62.55	0.00
	Fund H Totals:	**62.55**	**0.00**
	Grand Totals:	**62.55**	**0.00**

General Ledger Summary Postings

Account	Description	Debits	Credits
H 204	FNBLI Capital Fund Checking	0.00	62.55
H 522	Expenditures	62.55	0.00

FIRE ISLAND UFSD

Voided Checks Report For The Period 10/1/2023 - 10/31/2023

Check Number	Voided Date	Vendor ID	Vendor Name	Description	Voided Amount
1788	10/04/2023	3945	Melissa Hood	**VOID**	157.13
1930	10/04/2023	2380	TIME FOR KIDS	**VOID**	55.00
1990	10/04/2023	2380	TIME FOR KIDS	**VOID**	59.40
	Total Voided Checks:		**3**	**Grand Total:**	**271.53**

FIRE ISLAND UFSD

Cash Balance From 7/1/2023 - 10/31/2023

Bank Account Name	Reference	Receipts	Disbursements	General Ledgers	Balance
CAP RESERVE 1	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	0.00	0.00	816,775.91	816,775.91
CAP RESERVE 2	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	0.00	0.00	1,026,195.59	1,026,195.59
Capital Fund Checking	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	0.00	496,863.23	506,781.60	9,918.37
Conrad Muriel Wirostek Scholarship	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	6,589.00	0.00	85,705.94	92,294.94
FI Assoc. Scholarship	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	3,469.78	0.00	415.55	3,885.33
General Fund Checking	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	105,027.61	951,785.22	933,532.68	86,775.07
General Fund Payroll	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	455.00	629,656.09	940,656.89	311,455.80
Money Market	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	0.00	0.00	3,263,972.33	3,263,972.33
REPAIR RESERVE	PERIOD ACTIVITY 07/01/2023 - 10/31/2023	0.00	0.00	108,893.34	108,893.34
	Grand Totals:	**115,541.39**	**2,078,304.54**	**7,682,929.83**	
	Ending Balance: 10/31/2023				**5,720,166.68**

FIRE ISLAND UFSD

Budget Transfer Schedule Report For A - 4: Budget Transfer

Ref Number / Account	Date / Account Description	Budget Transfer Description / Detail Description	Approval Status	Transfer Out	Transfer In
143	10/05/2023	To cover cost of new rug for Pre-K	Not Required		
A 2110.45	Teaching Regular School				304.32
A 9060.80	Hospital & Dental Insurance			304.32	
144	10/26/2023	to cover the cost of supplies for required NYS Science investigations	Not Required		
A 2110.40	Teaching Regular School			360.00	
A 2110.45	Teaching Regular School				360.00
145	10/31/2023	To Cover Cost for Tulips for 1-2 grade	Not Required		
A 2110.40	Teaching Regular School			200.00	
A 2110.45	Teaching Regular School				200.00
146	10/31/2023	To cover cost of Thanksgiving for students	Not Required		
A 2110.40	Teaching Regular School			500.00	
A 2110.45	Teaching Regular School				500.00
			Grand Totals:	**1,364.32**	**1,364.32**
	Number of Budget Transfers: 4		**Net Amount:**	**0.00**	

Account Distribution Totals

Account	Description	Debits	Credits
A 2110.40	Teaching Regular School	1,060.00	0.00
A 2110.45	Teaching Regular School	0.00	1,364.32
A 9060.80	Hospital & Dental Insurance	304.32	0.00
	Fund A Totals:	**1,364.32**	**1,364.32**
	Grand Totals:	**1,364.32**	**1,364.32**

Fire Island School CASH Transfer Form

	FM BT	General Ledger		
Date	Account and Description	**From:**	**To:**	**Reason**
11/30/2023	General Fund Money Market (A205) 286700539	210,000.00		
11/30/2023	General Fund Checking (A204) 287003958		210,000.00	To Cover Warrant
11/30/2023	General Fund Money Market (A205) 286700539	200,000.00		
11/30/2023	General Fund Checking (A204-1) Payroll 287003966		200,000.00	Payroll
		410,000.00	410,000.00	-
		Difference	-	

FIRE ISLAND UFSD

Check Warrant Report For A - 10: Cash Disbursement For Dates 11/1/2023 - 11/30/2023

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
2044	11/14/2023	2981	Advanced Industrial Maintenanc	7027	325.00
2045	11/14/2023	4013	Inc Amazon.com Services	*See Detail Report	221.40
2046	11/14/2023	3170	Bagel Boss	7180	70.99
2047	11/14/2023	2947	Baldwin Automotive	7017	7,816.45
2048	11/14/2023	3897	Bang's Towing, Inc.	7243	350.00
2049	11/14/2023	1999	Bank of America Business Card	7056	16.99
2050	11/14/2023	3832	Benetech, Inc.	7035	77.50
2051	11/14/2023	4023	BSN Sports LLC	7177	907.20
2052	11/14/2023	4030	Coffee Distributing Corp	7029	168.13
2053	11/14/2023	3899	Cornell Cooperative Extension of Sufflok County	7229	100.00
2054	11/14/2023	1004	Costello's Ace Hardware	7050	28.77
2055	11/14/2023	3282	David A. Levenson	7057	429.89
2056	11/14/2023	4068	Didax Education Resources	7169	86.01
2057	11/14/2023	3831	East End Workers Comp Plan	7124	14,131.00
2058	11/14/2023	1835	EASTERN SUFFOLK BOCES	7023	11,895.86
2059	11/14/2023	4067	ECA Educational Services	*See Detail Report	6,750.24
2060	11/14/2023	3913	Evan-Moor Educational Publishers	7240	15.98
2061	11/14/2023	1115	FIRE ISLAND BOTTLE GAS CORP.	7052	1,566.86
2062	11/14/2023	1054	FIRE ISLAND FERRIES, INC.	7061	349.65
2063	11/14/2023	2468	FIRST RELIANCE STANDARD LIFE INSUR.	7022	3,075.84
2064	11/14/2023	3074	GovConnection	6410	33.31
2065	11/14/2023	1718	GRAINGER	*See Detail Report	981.62
2065	11/14/2023	1718	**VOID** GRAINGER	*See Detail Report	-981.62
2066	11/14/2023	3900	Great Minds PCB	7241	38.78
2067	11/14/2023	2507	GUERCIO AND GUERCIO	*See Detail Report	3,662.66
2068	11/14/2023	3914	Heinemann	7231	45.15
2068	11/14/2023	3914	**VOID** Heinemann	7231	-45.15
2069	11/14/2023	1023	I. JANVEY AND SONS, INC.	7047	1,279.35
2070	11/14/2023	3156	Iron Mountain	7005	418.91
2071	11/14/2023	1063	ISLIP BULLETIN	7236	57.80
2072	11/14/2023	3799	Johnson Controls Security Solutions	7003	564.38
2073	11/14/2023	1020	KING KULLEN GROCERY CO., INC.	7069	133.01
2074	11/14/2023	1441	LAKESHORE LEARNING MATERIALS	7234	304.32
2075	11/14/2023	4004	Land Sea & Air	7153	175.00
2076	11/14/2023	1064	LONG ISLAND ADVANCE	7235	57.80
2077	11/14/2023	4061	Long Island Conservancy, Inc	7059	140.00
2078	11/14/2023	4015	National Art Education Association	7094	70.00
2079	11/14/2023	1119	NYS EMP. HEALTH INS PENDING A/	7011	74,142.27
2080	11/14/2023	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	7225	106,652.00
2081	11/14/2023	1194	NYS SCHOOL BOARDS ASSOCIATION	7246	3,484.00
2082	11/14/2023	3977	Old Country Fuel Oil Inc.	7054	2,472.00
2083	11/14/2023	1512	ORIENTAL TRADING COMPANY	7222	46.81
2084	11/14/2023	2813	PEST PRO EXTERMINATING COMPANY	7055	115.00
2085	11/14/2023	2308	POWER PRO SERVICE COMPANY, INC	7026	767.88
2086	11/14/2023	3580	PSEG Long Island, LLC	*See Detail Report	1,955.50
2087	11/14/2023	3564	PTSI	7106	70.36

FIRE ISLAND UFSD

Check Warrant Report For A - 10: Cash Disbursement For Dates 11/1/2023 - 11/30/2023

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
2088	11/14/2023	1107	SCHOOL HEALTH CORPORATION	*See Detail Report	213.52
2089	11/14/2023	2456	STAPLES Contract & Commercial	7038	103.58
2090	11/14/2023	2515	Studies Weekly	7230	101.58
2091	11/14/2023	3351	Suffolk County Comm., Inc.	*See Detail Report	1,123.26
2092	11/14/2023	3185	Suffolk County Music Educators' Association	7039	200.00
2093	11/14/2023	3309	Suffolk Printing	7233	208.00
2094	11/14/2023	3963	The Living Literacy Network, LLC	7087	2,000.00
2095	11/14/2023	2485	TOWN OF ISLIP	7111	8,058.86
2096	11/14/2023	2111	Verizon Communication	7076	1,110.61
2097	11/14/2023	2431	VERIZON WIRELESS	7078	682.21
2098	11/14/2023	4034	WB MASON	*See Detail Report	288.43
2099	11/14/2023	3814	Windstream Communications, Inc	7173	1.16
2100	11/14/2023	3286	WT Cox Supscriptions	7033	731.02
2101	11/14/2023	3012	Zonar System, Inc	7108	4,699.30
2102	11/08/2023	4029	Automotive C&E	7248	487.00
2103	11/08/2023	1718	GRAINGER	*See Detail Report	981.61
2104	11/08/2023	3914	Heinemann	7231	45.41
2105	11/08/2023	2429	ISLIP CHIEF SCHOOL ADMINI. ASSOC.	7239	350.00

Number of Transactions: 64

Warrant Total: 266,410.45

Vendor Portion: 266,410.45

*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, 64 in number, in the total amount of $266,410.45. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date	Signature	Title

FIRE ISLAND UNION FREE SCHOOL DISTRICT
CONSULTANT SERVICES CONTRACT

This Agreement is entered into this **14th day of November, 2023** by and between the Board of Education of the Fire Island Union Free School District (hereinafter the "DISTRICT"), having its principal place of business for the purpose of this Agreement at Fire Island UFSD, PO Box 428, Ocean Beach, NY 11770, and **Leadership Solutions Advisers, LLC** (hereinafter "CONSULTANT"), having the principal place of business for the purpose of this Agreement at Leadership Solutions Advisers, LLC, 1873, State Route 7, Harpursville, NY 13787.

A. TERM:

1. The term of this Agreement shall be from **November 14, 2023 until the completion of the Services** 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 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 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.

7. DISTRICT, and all persons providing services hereunder by or through the DISTRICT, agrees to defend, indemnify, and hold harmless CONSULTANT, 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 DISTRICT and/or any of DISTRICT'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 "Appendix 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.

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

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 in the amount of $16,100.00, to be paid in one installment upon completion of services and 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: **Leadership Solutions Advisers, LLC**
1873 State Route 7, Harpursville, NY 13787

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.

L. VENUE

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

M. ENTIRE AGREEMENT

1. This Agreement, along with the attached "Appendix 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.

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	DISTRICT
Jason A. Andrews	_____
Jason A. Andrews, Ed.D. Managing Member Leadership Solutions Advisers, LLC	Jay Lippert Board of Education President Fire Island Union Free School District

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

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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*

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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.

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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.

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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

(Continued)

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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;

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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

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SUBJECT: USE OF TIMEOUT AND PHYSICAL RESTRAINT

The Board of Education recognizes that students with disabilities sometimes exhibit inappropriate behaviors that impede learning. Positive, proactive, evidence- and research-based strategies through a multi-tiered system of supports shall be used to reduce the occurrence of challenging behaviors, eliminate the need for timeout and physical restraint, and improve school climate and the safety of all students. However, it is recognized that students with disabilities may require unique approaches to discipline so that they can continue to benefit from their educational program. Use of timeout and physical restraint, as set forth herein, may only be used when other less restrictive and intrusive interventions and de-escalation techniques would not prevent imminent danger of serious physical harm to the student or others; there is no known medical contraindication to its use on the student; and school staff using such interventions have been trained in its safe and appropriate application. Timeout and physical restraint shall not be used as discipline or punishment, retaliation, or as a substitute for positive, proactive intervention strategies that are designed to change, replace, modify, or eliminate a targeted behavior. The Board further acknowledges that the use of aversive behavioral interventions and prone restraint, as defined in §19.5 of the Commissioner's regulations, is prohibited.

Staff will adhere to federal and state statutes and regulations in the administration of the use of timeout and physical restraint.

For purposes of this policy, the term "parent" refers to parents, guardians, and persons in parental relation, as defined in Education Law §2.

Use of Timeout

Timeout is a behavior management technique that involves the monitored separation of a student in a non-locked setting and is implemented for the purpose of de-escalating, regaining control, and preparing the student to meet expectations to return to their education program. The use of timeout shall be used in conjunction with a behavioral intervention plan that is designed to teach and reinforce alternative appropriate behaviors; except that timeout may be used only in those situations that pose an immediate concern for the physical safety of a student or others. Staff shall return the student to their educational program as soon as the student has safely de-escalated, regained control and is prepared to meet expectations. A room or physical space used for such purposes will provide a supervised area in order to facilitate self-control. No student will be placed in a locked timeout room or space where the student cannot be continuously observed and supervised. The location, size and access to the time out room or space will be in conformance with applicable laws and regulations. The Superintendent/Principal is responsible for the development and implementation of regulations covering the use of timeout, including but not limited to time limitations for use of the timeout, as well as monitoring compliance with those regulations.

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SUBJECT: USE OF TIMEOUT AND PHYSICAL RESTRAINT (cont'd.)

The Principal will inform parents prior to the initiation of a behavioral intervention plan that will incorporate the use of timeout. Upon request, parent(s) will be shown the room or space that will be utilized. In addition, parent(s) will be provided a copy of this policy and notified when timeout is utilized with their child as outlined in the "Parent Notification" section below.

Physical/Mechanical Restraint: Emergency Interventions

Physical restraint means a personal restriction that immobilizes or reduces the ability of a student to move their arms, legs, body, or head freely. *Mechanical restraint* is physical restraint that uses any device or equipment not otherwise implemented by trained school personnel as described in §19.5 of the Regulations, to restrict a student's freedom of movement. Physical restraint shall only be used in a situation in which immediate intervention involving the use of reasonable physical force is necessary to prevent imminent danger of serious physical harm to the student or others. Staff will not use physical or mechanical restraint as a substitute for systematic intervention to modify inappropriate behavior. Staff who may be called upon to physically/mechanically restrain a student will be trained in safe and effective ways to do so.

The type of physical restraint used will be the least restrictive technique necessary and be discontinued as soon as the imminent danger of serious physical harm is resolved. Physical restraints shall be administered in accordance with state law and regulations, and utilized only by staff who have received appropriate evidence-based training in safe and effective physical restraint procedures.

Documentation of Use of Timeout and Physical Restraint

The District will document each use of timeout and physical restraint with students, including timeout used in conjunction with a student's behavioral intervention plan in accordance with §200.22(c) of the Regulations, in accordance with Federal and state law and regulations. Parents will be notified of each incident of emergency intervention as outlined in the "Parent Notification" section below.

Parent Notification

Pursuant to Education Law §4402(9), the Board is required to develop procedures for same-day parent notification of the use of timeout or physical/mechanical restraint, including timeout used in conjunction with a student's behavioral intervention plan. Whenever a student is placed in a physical or mechanical restraint, or timeout is utilized, the Building Principal or designee will notify the parent on the same day that it occurs, via methods reasonably expected to reach parents (e.g., email, text, phone, apps, etc.).

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SUBJECT: USE OF TIMEOUT AND PHYSICAL RESTRAINT (cont'd.)

Building Principals are responsible for establishing any building-level procedures necessary to implement this policy, and for working collaboratively with any school or program where resident students are receiving services pursuant to an individualized education plan ("IEP") or individualized education services program ("IESP"). If the parent cannot be contacted (including if the District does not receive a response) after reasonable attempts are made, the Principal or building administrator will record such attempts. For students with disabilities, the Principal or building administrator shall report such attempts to the Committee on Special Education or Committee on Preschool Special Education. Such notification shall offer the parent(s) the opportunity to meet regarding the incident. Parents will be provided with a copy of the documentation of the incident within three (3) school days of the use of timeout or physical restraint.

Equity

The district will periodically examine data about the use of timeout and physical/mechanical restraint. Such data will be disaggregated by school, grade level, and staff member, as well as by student race/ethnicity and sex/gender (and/or other relevant factors). The purpose of this examination is to determine whether students from any demographic group are disproportionately placed in timeout and physical restraint and how to reduce such disproportionality, and whether, where and for whom additional training, support and/or assistance is needed to reduce the use of such interventions.

Training

Training for staff on the policies and procedures related to the use of timeout and physical/mechanical restraint, and related behavior management practices, will be provided annually or as needed. Staff who may be called upon to implement timeout or physical restraint, shall receive annual, evidence-based training in safe and effective developmentally appropriate timeout and physical restraint procedures.

The Superintendent of Schools is responsible for implementation and oversight of this policy.

Ref: 8 NYCRR §§19.5; 200.15; 200.22
New York Education Law §4402(9)

Adoption date:

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