

FIRE ISLAND UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

Regular Meeting Agenda
November 12, 2019
4:30 p.m.

Call to Order

Pledge of Allegiance

- ITEM 1 Approval of Minutes
- a. Audit Committee Meeting of October 8, 2019
 - b. Regular Meeting of October 8, 2019
- ITEM 2 Finance
- a. Treasurer's Report
 - b. Trial Balance Reports
 - c. Appropriation and Revenue Status Reports
 - d. Trust & Agency Cash Disbursement
 - e. General Fund Cash Disbursement
 - f. Voided Check Report
 - g. General Fund Cash Flow Report
 - h. Cash Transfer
 - i. Warrant
- ITEM 3 Superintendent's Report
- ITEM 4 Correspondence – *no correspondence*
- ITEM 5 Action Items – *Recommended for Approval*
- a. Disposition of Surplus/End-of-Useful Life Equipment
- ITEM 6 Public Hearing/1st Reading of Proposed Policies
- a. #5413 Procurement: Uniform Grant Guidance for Federal Awards
 - b. #7440 Promotion of Civic Engagement and the Right to Vote
- ITEM 7 Adjournment

Audit Committee Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT **DRAFT**
October 8, 2019

CALL TO ORDER	The meeting was called to order at 4:00 p.m. by Chairman V. Henriksen.
MEMBERS PRESENT	V. Henriksen, L. Kaufman, L. Nowachek J. Phelan, A. Wood.
OTHERS PRESENT	K. Wurtz, School Business Official A. Battaglia, CPA, R.S. Abrams & Co., LLP D. Clock, District Clerk
2018-2019 FINANCIAL STATEMENTS & INDEPENDENT AUDITOR'S REPORT	The committee hereby accepts the 2018-2019 Financial Statements and Independent Auditor's Report as presented by A. Battaglia, CPA. (V. Henriksen, L. Nowachek; 5-0)
DISTRICT RESPONSE TO 2018-2019 LETTER TO MANAGEMENT	The committee hereby accepts the District's corrective action plan in response to the Independent Auditor's 2018-2019 Letter to Management. (A. Wood, L. Kaufman; 5-0)
ADJOURNMENT	The meeting adjourned at 4:20 p.m. (A. Wood, J. Phelan; 5-0)

Donna Clock
District Clerk

Regular Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT **DRAFT**
October 8, 2019

CALL TO ORDER	The meeting was called to order at 4:34 p.m. by President Lippert.
MEMBERS PRESENT	V. Henriksen, L. Kaufman, J. Lippert, L. Nowachek, J. Phelan, K. Skelly-Kurka, A. Wood
OTHERS PRESENT	L. Ferraro, Superintendent K. Wurtz, School Business Official D. Clock, District Clerk
VOICE OF THE TAXPAYER	There were no residents present.
APPROVAL OF MINUTES	Minutes of the following meetings were accepted as read: • Regular Meeting of September 10, 2019 • Special Meeting of September 18, 2019 • Work Session of September 24, 2019 (K. Skelly-Kurka, J Phelan; 7-0)
TREASURER’S REPORT	Treasurer’s Report for the month ended September 2019 was accepted as hereby attached. (A. Wood, L. Kaufman; 7-0)
TRIAL BALANCE REPORTS	The Board accepts the Trial Balance Report for the month ending September 2019 as hereby attached. (A. Wood, L. Kaufman; 7-0)
APPROPRIATION & REVENUE STATUS REPORTS	The Board accepts the Appropriation and Revenue Status Reports for September 2019 as hereby attached. (A. Wood, L. Kaufman; 7-0)
TRUST & AGENCY CASH DISBURSEMENT	The Board accepts the Trust and Agency Cash Disbursement report for September 2019 as hereby attached. (A. Wood, L. Kaufman; 7-0)
GENERAL FUND CASH DISBURSEMENT	The Board accepts the General Fund Cash Disbursement report for September 2019 as hereby attached. (A. Wood, L. Kaufman; 7-0)
GENERAL FUND CASH FLOW REPORT	The Board accepts the General Fund Cash Flow report as hereby attached. (A. Wood, L. Kaufman; 7-0)
BUDGET TRANSFER	The Board approves a budget transfer in the amount of \$43,002.00 as hereby attached. (J. Phelan, L. Kaufman; 7-0)
CASH TRANSFER	The Board approves a cash transfer in the amount of \$300,000.00 from the General Fund Money Market account to the General Fund Checking account as hereby attached. (V. Henriksen, A. Wood; 7-0)

Regular Meeting Minutes of October 8, 2019, continued...

APPROVAL OF WARRANT	The Board hereby approves the General Fund Warrant in the amount of \$130,835.47 as presented. (K. Skelly-Kurka, J. Phelan; 7-0)
SUPERINTENDENT'S REPORT	Mrs. Ferraro reported on the following: • M. Inserra, BBS Architects, inspected the building for future improvements involving the gymnasium air handler, alarm/phone system, improved air circulation in the new wing, and capping of the artesian well. Mr. Inserra will provide a report on these potential projects. • Mrs. Ferraro and Mr. Wurtz reported on all District funds. • New law allowing employees to take time from work to vote.
CORRESPONDENCE	The Board accepted a letter from P. Tamberino regarding the donation of a 12 string guitar to the District.
DONATION TO MUSIC PROGRAM	The Board of Education hereby accepts, with grateful appreciation, the donation of a 12 string guitar from Mr. Andrew Athing and authorizes the expenditure of up to \$250.00 for repair of said instrument. It is anticipated that this instrument will be utilized in the District's music education program. (A. Wood, L. Nowachek; 7-0)
2018-2019 FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT	RESOLVED, on the recommendation of the Audit Committee, the Board hereby accepts the Financial Statements and Independent Auditor's Report for the year ending June 30, 2019, as presented. (V. Henriksen, L. Nowachek; 7-0)
APPROVAL - DISTRICT RESPONSE TO THE 2019 MANAGEMENT LETTER	On the recommendation of the Audit Committee, the Board hereby approves the District's corrective action plan and response to the Independent Auditor's Letter to Management as presented. (J. Phelan, K. Skelly-Kurka; 7-0)
2019-2020 UNDUE BURDENT INDEPENDENT EVALUATOR HARDSHIP WAIVER	BE IT RESOLVED, that the Board of Education of the Fire Island Union Free School District, upon recommendation of the Superintendent of Schools, hereby approves the submission of an Undue Burden Independent Evaluator Hardship Waiver application to the State Education Department and hereby authorizes the Superintendent of Schools and the Board President to execute such application on behalf of the District. (L. Kaufman, L. Nowachek; 7-0)
BID RESULTS – 16C/8A SINGLE REAR WHEEL BUS & BUS BID AWARD	The sole bidder for a 16C/8A passenger Single Rear Wheel School Bus was Nesco Bus & Truck Sales at \$70,954.00. On the recommendation of the Superintendent, the Board hereby awards the bid for a 16C/8A Single Rear Wheel School Bus to Nesco Bus & Truck Sales at \$70,954.00 (J. Phelan, L. Nowachek; 7-0)

Regular Meeting Minutes of October 8, 2019, continued...

APPROVAL OF 2020-2021
NON-RESIDENT TUITION

On the recommendation of the Superintendent, the Board hereby approves non-resident student tuition for school year 2020-2021 as follows:

- PreK/K @ \$2,846.20
- Gr. 1-6 @ \$3,252.80

(A. Wood, L. Nowachek; 7-0)

CSE RECOMMENDATIONS

On the recommendation of the Superintendent, the Board approves the recommendations of the Committee on Special Education as presented. (K. Skelly-Kurka; J. Phelan; 7-0)

ADJOURNMENT

The meeting was adjourned at 5:02 p.m.

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

Donna Clock
District Clerk

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2019 To 10/31/2020



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
TA 204			HSBC Checking						
					BALANCE 07/01/2019 - 09/30/2019		0.00	0.00	64,859.29
	10/07/2019	18			10-11-19 Payroll	JE-4	965.86	0.00	65,825.15
	10/22/2019	19			10/25/19 Payroll	JE-4	965.86	0.00	66,791.01
	10/31/2019				See Cash Disbursement Schedule 4	CD-4	0.00	209,860.45	-143,069.44
	10/31/2019				See Cash Receipts Schedule 5	CR-5	300,084.42	0.00	157,014.98
	11/06/2019	20			Journal Entry	JE-5	965.86	0.00	157,980.84
	11/30/2019				See Cash Disbursement Schedule 5	CD-5	0.00	104,638.06	53,342.78
Grand Totals:							302,982.00	314,498.51	53,342.78

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2019 To 10/31/2020



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204			HSBC Checking						
					BALANCE 07/01/2019 - 09/30/2019		0.00	0.00	284,373.00
	10/31/2019				See Cash Disbursement Schedule 5	CD-5	0.00	130,835.47	153,537.53
	10/31/2019				See Cash Receipts Schedule 5	CR-5	38,511.46	0.00	192,048.99
	10/31/2019	21			To record previously voided check that cleared the bank ck #27285	JE-3	0.00	487.50	191,561.49
	11/30/2019				See Cash Disbursement Schedule 6	CD-6	0.00	132,355.21	59,206.28
	11/30/2019				See Cash Receipts Schedule 6	CR-6	701.21	0.00	59,907.49
Grand Totals:							39,212.67	263,678.18	59,907.49

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2019 To 10/31/2020



Account	Account Name								
	Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 205					HSBC Money Market				
					BALANCE 07/01/2019 - 09/30/2019		0.00	0.00	4,984,553.99
	10/31/2019				See Cash Receipts Schedule 5	CR-5	812.17	300,000.00	4,685,366.16
					Grand Totals:		812.17	300,000.00	4,685,366.16

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2019 To 10/31/2020



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
H 204			HSBC Checking						
					BALANCE 07/01/2019 - 09/30/2019		0.00	0.00	28,001.55
	10/31/2019				See Cash Receipts Schedule 5	CR-5	4.28	0.00	28,005.83
Grand Totals:							4.28	0.00	28,005.83

FIRE ISLAND UFSD



Cash Account Transactions Report From 10/1/2019 To 10/31/2020

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID					
TE 204	HSBC Checking TE204								
					BALANCE 07/01/2019 - 09/30/2019		0.00	0.00	73,878.99
10/31/2019					See Cash Receipts Schedule 5	CR-5	11.36	0.00	73,890.35
Grand Totals:							11.36	0.00	73,890.35

FIRE ISLAND UFSD



Cash Account Transactions Report From 10/1/2019 To 10/31/2020

Account	Account Name				Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID				
SC 204	SC204 HSBC Checking 937316610							
					BALANCE 07/01/2019 - 09/30/2019	0.00	0.00	414.70
Grand Totals:						0.00	0.00	414.70

FIRE ISLAND UFSD



Cash Account Transactions Report From 10/1/2019 To 10/31/2020

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID					
A 206	HSBC Repair Reserve								
					BALANCE 07/01/2019 - 09/30/2019		0.00	0.00	108,659.60
	10/31/2019				See Cash Receipts Schedule 5	CR-5	9.23	0.00	108,668.83
Grand Totals:							9.23	0.00	108,668.83

FIRE ISLAND UFSD



Cash Account Transactions Report From 10/1/2019 To 10/31/2020

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID					
A 207	HSBC Capital Reserve #2								
					BALANCE 07/01/2019 - 09/30/2019		0.00	0.00	334,476.25
	10/31/2019				See Cash Receipts Schedule 5	CR-5	28.41	0.00	334,504.66
Grand Totals:							28.41	0.00	334,504.66

FIRE ISLAND UFSD

Cash Account Transactions Report From 10/1/2019 To 10/31/2020



Account	Account Name						Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule				
A 208	HSBC Capital Reserve								
				BALANCE 07/01/2019 - 09/30/2019			0.00	0.00	318,784.54
10/31/2019				See Cash Receipts Schedule 5	CR-5		27.08	0.00	318,811.62
Grand Totals:							27.08	0.00	318,811.62

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2019 - 10/31/2020



Account	Description	Debits	Credits
TA 18	State Retirement	0.00	424.75
TA 19	Teachers Retirement System	0.00	1,160.04
TA 20	Group Insurance -Aflac	2,769.09	0.00
TA 204	HSBC Checking	53,350.02	0.00
TA 22	Federal Income Tax	9,224.39	0.00
TA 24	Union Dues/F.I. Teachers Association	0.00	1,116.47
TA 630	Due To Other Funds	0.00	62,642.24
TA Fund Totals:		65,343.50	65,343.50
Grand Totals:		65,343.50	65,343.50

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2019 - 10/31/2020



Account	Description	Debits	Credits
A 204	HSBC Checking	59,907.49	0.00
A 205	HSBC Money Market	4,685,366.16	0.00
A 206	HSBC Repair Reserve	108,668.83	0.00
A 207	HSBC Capital Reserve #2	334,504.66	0.00
A 208	HSBC Capital Reserve	318,811.62	0.00
A 210	Petty Cash	132.53	0.00
A 380	Accounts Receivable	5,176.19	0.00
A 391-1	Due From Special Aid Fund	0.00	12,642.00
A 391-2	Due From Capital Fund	37.64	0.00
A 391-3	Due From Trust And Agency Fund	2,833,787.28	0.00
A 410	State & Federal Aid Receivable	0.00	4,028.10
A 440	Due From Other Governments (Towns)	0.00	109.62
A 500	Payroll Clearing	93,812.71	0.00
A 510	Estimated Revenue	6,307,302.00	0.00
A 521	Encumbrances	1,642,893.12	0.00
A 522	Expenditures	1,875,515.15	0.00
A 599	Appropriated Fund Balance	166,587.83	0.00
A 630	Due To Other Funds	0.00	2,771,145.04
A 630-1	Due To Special Aid Fund (F)	0.00	51,127.00
A 630-2	Due To Capital Fund	0.00	264,022.76
A 637	Due To Employees Retirement	0.00	38,166.00
A 693	Deferred Revenues - Suffolk County	0.00	630,000.00
A 814	Reserve For Workers Compensation	0.00	300,321.00
A 815	Unemployment Insurance Reserve	0.00	50,337.16
A 821	Reserve For Encumbrances	0.00	1,608,908.72
A 827	Retirement Contribution Reserve	0.00	994,384.09
A 867	Reserve For Employee Benefits	0.00	122,690.01
A 878	Reserve For Capital	0.00	3,362,457.99
A 882	Reserve For Repairs	0.00	129,060.63
A 909	Fund Balance, Unreserved	0.00	1,340,118.93
A 914	Assigned Appropriated Fund Balance	0.00	150,000.00
A 960	Appropriations	0.00	6,473,889.83
A 980	Revenues	0.00	129,094.33
A Fund Totals:		18,432,503.21	18,432,503.21
Grand Totals:		18,432,503.21	18,432,503.21

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2019 - 10/31/2020



Account	Description	Debits	Credits
SC 200	CASH IN CHECKING	2,846.20	0.00
SC 204	SC204 HSBC Checking 937316610	414.70	0.00
SC 909	FUND BALANCE, UNRESERVED	0.00	3,260.22
SC 980	REVENUES	0.00	0.68
SC Fund Totals:		3,260.90	3,260.90
Grand Totals:		3,260.90	3,260.90

FIRE ISLAND UFSD

Trial Balance Report From 7/1/2019 - 10/31/2020



Account	Description	Debits	Credits
TE 200	Cash In Checking 5832	2,750.00	0.00
TE 204	HSBC Checking TE204	73,890.35	0.00
TE 909	Fund Balance, Unreserved	0.00	8,756.13
TE 929	Restricted for Other Purposes	0.00	67,837.86
TE 980	Revenues	0.00	46.36
TE Fund Totals:		76,640.35	76,640.35
Grand Totals:		76,640.35	76,640.35

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 10/31/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.20	Board Of Education		1,500.00	1,254.66	2,754.66	2,235.90	196.25	322.51
A 1010.40	Board Of Education		10,000.00	426.24	10,426.24	3,024.90	3,416.00	3,985.34
A 1010.45	Board Of Education		1,000.00	0.00	1,000.00	51.74	0.00	948.26
A 1010.49	Board Of Education		11,000.00	0.00	11,000.00	11,000.00	0.00	0.00
1010	BOARD OF EDUCATION	*	23,500.00	1,680.90	25,180.90	16,312.54	3,612.25	5,256.11
A 1040.16	District Clerk		102,515.90	0.00	102,515.90	36,843.10	0.00	65,672.80
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	48.90	548.90	48.90	0.00	500.00
1040	DISTRICT CLERK	*	104,515.90	48.90	104,564.80	36,892.00	0.00	67,672.80
A 1060.40	District Meeting		3,000.00	1,437.79	4,437.79	0.00	0.00	4,437.79
1060	DISTRICT MEETING	*	3,000.00	1,437.79	4,437.79	0.00	0.00	4,437.79
10		**	131,015.90	3,167.59	134,183.49	53,204.54	3,612.25	77,366.70
A 1240.15	Central Administration		207,429.51	0.00	207,429.51	77,309.00	0.00	130,120.51
A 1240.16	Central Administration		38,527.70	0.00	38,527.70	13,997.65	0.00	24,530.05
A 1240.20	Central Administration		2,000.00	2,095.02	4,095.02	2,596.85	1,177.69	320.48
A 1240.40	Central Administration		4,000.00	326.00	4,326.00	1,184.00	81.00	3,061.00
A 1240.45	Central Administration		700.00	381.00	1,081.00	79.50	407.49	594.01
1240	CHIEF SCHOOL ADMINISTRATOR	*	252,657.21	2,802.02	255,459.23	95,167.00	1,666.18	158,626.05
12		**	252,657.21	2,802.02	255,459.23	95,167.00	1,666.18	158,626.05
A 1310.15	Business Administration		128,664.68	0.00	128,664.68	47,037.10	0.00	81,627.58
A 1310.16	Business Administration		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1310.40	Business Admin		59,368.00	18,761.00	78,129.00	28,108.50	27,367.28	22,653.22
A 1310.49	Business Administration		10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
1310	BUSINESS ADMINISTRATION	*	199,032.68	18,761.00	217,793.68	85,145.60	27,367.28	105,280.80
A 1320.40	Auditing		31,000.00	1,467.00	32,467.00	15,317.00	19,776.00	-2,626.00
1320	AUDITING	*	31,000.00	1,467.00	32,467.00	15,317.00	19,776.00	-2,626.00
A 1325.16	District Treasurer		39,887.44	0.00	39,887.44	15,679.00	0.00	24,208.44
A 1325.20	District Treasurer		500.00	0.00	500.00	0.00	0.00	500.00
A 1325.40	District Treasurer		10,000.00	750.00	10,750.00	36.00	989.00	9,725.00
A 1325.45	District Treasurer		4,500.00	22.17	4,522.17	1,941.64	377.50	2,203.03
1325	TREASURER	*	54,887.44	772.17	55,659.61	17,656.64	1,366.50	36,636.47
A 1345.16	Purchasing		7,000.00	0.00	7,000.00	3,855.60	0.00	3,144.40

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 10/31/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1345	PURCHASING	*	7,000.00	0.00	7,000.00	3,855.60	0.00	3,144.40
13		**	291,920.12	21,000.17	312,920.29	121,974.84	48,509.78	142,435.67
A 1420.40	Legal		57,000.00	24,479.00	81,479.00	25,341.32	22,105.68	34,032.00
1420	LEGAL	*	57,000.00	24,479.00	81,479.00	25,341.32	22,105.68	34,032.00
A 1430.40	Personnel		1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 1430.45	Personnel		500.00	0.00	500.00	0.00	0.00	500.00
A 1430.49	Personnel		2,745.00	0.00	2,745.00	2,745.00	0.00	0.00
1430	PERSONNEL	*	4,745.00	0.00	4,745.00	2,745.00	0.00	2,000.00
A 1460.16	Records Management Officer		500.00	0.00	500.00	0.00	0.00	500.00
A 1460.20	Records Management - Equipment		500.00	2,809.95	3,309.95	2,809.95	0.00	500.00
A 1460.40	Records Management-Con Expenditure		5,000.00	329.33	5,329.33	1,910.13	3,161.60	257.60
A 1460.45	Records Management-Material/Supply		500.00	0.00	500.00	0.00	0.00	500.00
1460	RECORDS MANAGEMENT OFFICER	*	6,500.00	3,139.28	9,639.28	4,720.08	3,161.60	1,757.60
14		**	68,245.00	27,618.28	95,863.28	32,806.40	25,267.28	37,789.60
A 1620.16	Operations Of Plant		148,625.61	0.00	148,625.61	59,303.07	0.00	89,322.54
A 1620.20	Operations Of Plant		3,000.00	6,000.00	9,000.00	0.00	0.00	9,000.00
A 1620.40	Operations Of Plant		115,000.00	45,900.62	160,900.62	48,303.07	79,070.01	33,527.54
A 1620.45	Operations Of Plant		12,500.00	10,668.16	23,168.16	9,555.63	0.00	13,612.53
A 1620.49	Operations of Building BOCES		5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
1620	OPERATION OF PLANT	*	284,125.61	62,568.78	346,694.39	117,161.77	84,070.01	145,462.61
A 1621.16	Maintenance Of Plant		95,686.61	0.00	95,686.61	33,341.98	0.00	62,344.63
A 1621.20	Maintenance Of Plant		2,000.00	783.36	2,783.36	2,178.83	107.05	497.48
A 1621.40	Maintenance Of Plant		56,000.00	25,197.58	81,197.58	6,480.48	13,935.00	60,782.10
A 1621.45	Maintenance Of Plant		20,000.00	6,809.95	26,809.95	12,439.39	3,679.70	10,690.86
1621	MAINTENANCE OF PLANT	*	173,686.61	32,790.89	206,477.50	54,440.68	17,721.75	134,315.07
A 1660.45	Central Storeroom		5,000.00	5,963.83	10,963.83	2,618.34	2,167.44	6,178.05
1660	CENTRAL STOREROOM	*	5,000.00	5,963.83	10,963.83	2,618.34	2,167.44	6,178.05
A 1670.40	Central printing & mailing		4,500.00	2,232.00	6,732.00	2,750.91	210.09	3,771.00
1670	CENTRAL PRINTING & MAILING	*	4,500.00	2,232.00	6,732.00	2,750.91	210.09	3,771.00
A 1680.20	Central Data Processing		500.00	4,068.24	4,568.24	4,068.24	0.00	500.00
A 1680.40	Central Data Processing		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1680.45	Central Data Processing		11,725.00	3,470.00	15,195.00	1,638.89	1,831.11	11,725.00
A 1680.49	Central Data Processing		17,200.00	0.00	17,200.00	12,883.88	4,316.12	0.00

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 10/31/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1680	CENTRAL DATA PROCESSING	*	30,425.00	7,538.24	37,963.24	18,591.01	6,147.23	13,225.00
16		**	497,737.22	111,093.74	608,830.96	195,562.71	110,316.52	302,951.73
A 1910.40	Unallocated Insurance		58,200.00	0.00	58,200.00	50,688.00	0.00	7,512.00
1910	UNALLOCATED INSURANCE	*	58,200.00	0.00	58,200.00	50,688.00	0.00	7,512.00
A 1981.49	Boces Administrative Charge		9,000.00	0.00	9,000.00	0.00	9,000.00	0.00
1981	BOCES ADMINISTRATIVE COSTS	*	9,000.00	0.00	9,000.00	0.00	9,000.00	0.00
19		**	67,200.00	0.00	67,200.00	50,688.00	9,000.00	7,512.00
1		***	1,308,775.45	165,681.80	1,474,457.25	549,403.49	198,372.01	726,681.75
A 2010.49	Curriculum Development		6,000.00	0.00	6,000.00	0.00	6,000.00	0.00
2010	CURRICULUM DEVEL & SUPERVISION	*	6,000.00	0.00	6,000.00	0.00	6,000.00	0.00
A 2070.40	In-Service Training		40,000.00	13,150.00	53,150.00	3,815.72	36,225.00	13,109.28
2070	INSERVICE TRAINING-INSTRUCTION	*	40,000.00	13,150.00	53,150.00	3,815.72	36,225.00	13,109.28
20		**	46,000.00	13,150.00	59,150.00	3,815.72	42,225.00	13,109.28
A 2110.10	Teaching Regular School		67,467.64	0.00	67,467.64	12,122.65	0.00	55,344.99
A 2110.12	Teaching Regular School		916,941.80	0.00	916,941.80	177,223.83	0.00	739,717.97
A 2110.14	Teaching Regular School		15,000.00	0.00	15,000.00	2,743.80	0.00	12,256.20
A 2110.16	Teaching Regular School		85,859.96	0.00	85,859.96	15,427.45	0.00	70,432.51
A 2110.20	Teaching Regular School		5,000.00	1,468.69	6,468.69	785.31	348.68	5,334.70
A 2110.40	Teaching Regular School		15,000.00	1,380.01	16,380.01	8,740.78	4,287.96	3,351.27
A 2110.45	Teaching Regular School		15,000.00	2,686.90	17,686.90	5,525.47	5,047.27	7,114.16
A 2110.47	Teaching Regular School		220,500.00	190,647.15	411,147.15	190,561.80	210,000.00	10,585.35
A 2110.48	Teaching Regular School		10,000.00	3,327.54	13,327.54	2,585.40	290.40	10,451.74
A 2110.49	Teaching Regular School		45,000.00	0.00	45,000.00	0.00	45,000.00	0.00
2110	TEACHING-REGULAR SCHOOL	*	1,395,769.40	199,510.29	1,595,279.69	415,716.49	264,974.31	914,588.89
21		**	1,395,769.40	199,510.29	1,595,279.69	415,716.49	264,974.31	914,588.89
A 2250.15	Programs for Students w/ Disabilities		51,539.91	0.00	51,539.91	8,901.40	0.00	42,638.51
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		21,000.00	649.57	21,649.57	3,120.05	3,151.52	15,378.00
A 2250.45	Programs for Students w/ Disabilities		1,500.00	605.52	2,105.52	605.52	0.00	1,500.00
A 2250.47	Programs for Students w/ Disabilities		154,329.41	146,177.80	300,507.21	101,006.34	57,995.66	141,505.21
A 2250.49	Programs for Students w/ Disabilities		84,000.00	0.00	84,000.00	0.00	84,000.00	0.00
2250	PROGRAMS-STUDENTS W/ DISABIL	*	313,369.32	147,432.89	460,802.21	113,633.31	145,147.18	202,021.72
22		**	313,369.32	147,432.89	460,802.21	113,633.31	145,147.18	202,021.72

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 10/31/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2610.15	School Library		62,555.36	0.00	62,555.36	8,992.70	0.00	53,562.66
A 2610.20	School Library		300.00	147.49	447.49	0.00	0.00	447.49
A 2610.40	School Library		4,000.00	797.55	4,797.55	1,851.57	1,552.20	1,393.78
A 2610.45	School Library		500.00	761.12	1,261.12	840.13	14.00	406.99
A 2610.49	School Library		4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
2610	SCHOOL LIBRARY & AUDIOVISUAL	*	71,355.36	1,706.16	73,061.52	11,684.40	5,566.20	55,810.92
A 2630.15	Computer Assisted Instruction		124,170.41	0.00	124,170.41	44,625.50	0.00	79,544.91
A 2630.20	Computer Assisted Instruction		2,000.00	2,093.00	4,093.00	2,093.00	0.00	2,000.00
A 2630.22	Computer Hardware		60,000.00	45,465.95	105,465.95	54,114.47	0.00	51,351.48
A 2630.40	Computer Assisted Instruction		20,000.00	6,369.91	26,369.91	8,146.45	119.92	18,103.54
A 2630.45	Computer Assisted Instruction		1,500.00	702.91	2,202.91	1,291.46	247.47	663.98
A 2630.46	Computer Software		5,500.00	159.00	5,659.00	5,586.03	11.03	61.94
A 2630.49	Computer Assisted Instruction		95,000.00	72,324.07	167,324.07	77,258.83	90,065.24	0.00
2630	COMPUTER ASSISTED INSTRUCTION	*	308,170.41	127,114.84	435,285.25	193,115.74	90,443.66	151,725.85
26		**	379,525.77	128,821.00	508,346.77	204,800.14	96,009.86	207,536.77
A 2815.16	Health Services		103,322.50	0.00	103,322.50	22,985.40	0.00	80,337.10
A 2815.20	Health Services		500.00	108.00	608.00	593.83	0.00	14.17
A 2815.40	Health Services		8,000.00	2,000.00	10,000.00	2,100.22	2,010.00	5,889.78
A 2815.45	Health Services		800.00	0.00	800.00	107.70	21.54	670.76
2815	HEALTH SERVICES-REGULAR SCHOOL	*	112,622.50	2,108.00	114,730.50	25,787.15	2,031.54	86,911.81
A 2820.40	Psychological Services		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2820.45	Psychological Services		600.00	0.00	600.00	0.00	0.00	600.00
A 2820.49	Psychological Services		64,000.00	0.56	64,000.56	0.56	64,000.00	0.00
2820	PSYCHOLOGICAL SRVC-REG SCHOOL	*	65,600.00	0.56	65,600.56	0.56	64,000.00	1,600.00
A 2850.15	Co Curricular Activities		17,000.00	0.00	17,000.00	4,741.20	0.00	12,258.80
A 2850.40	Co Curricular Activities		20,000.00	870.00	20,870.00	835.00	20,035.00	0.00
A 2850.45	Co Curricular Activities		1,000.00	77.29	1,077.29	0.00	1,077.00	0.29
2850	CO-CURRICULAR ACTIV-REG SCHL	*	38,000.00	947.29	38,947.29	5,576.20	21,112.00	12,259.09
28		**	216,222.50	3,055.85	219,278.35	31,363.91	87,143.54	100,770.90
2		***	2,350,886.99	491,970.03	2,842,857.02	769,329.57	635,499.89	1,438,027.56
A 5510.16	District Transportation		315,873.81	0.00	315,873.81	89,742.50	0.00	226,131.31
A 5510.16B			25,000.00	0.00	25,000.00	6,583.00	0.00	18,417.00
A 5510.20	District Transportation		1,000.00	0.00	1,000.00	0.00	954.00	46.00

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 10/31/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 5510.21	District Transportation		70,000.00	20,351.00	90,351.00	18,852.00	71,499.00	0.00
A 5510.40	District Transportation		100,000.00	23,527.61	123,527.61	44,651.07	38,764.36	40,112.18
A 5510.45	District Transportation		55,000.00	7,999.58	62,999.58	11,725.50	1,435.43	49,838.65
A 5510.49	District Transportation		4,000.00	0.00	4,000.00	0.00	4,000.00	0.00
5510	DISTRICT TRANSPORT-MEDICAID	*	570,873.81	51,878.19	622,752.00	171,554.07	116,652.79	334,545.14
A 5530.16	Garage Building		9,371.33	0.00	9,371.33	3,283.80	0.00	6,087.53
A 5530.20	Garage Building		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 5530.40	Garage Building		10,000.00	0.00	10,000.00	1,093.08	6,906.92	2,000.00
A 5530.45	Garage Building		500.00	0.00	500.00	0.00	0.00	500.00
5530	GARAGE BUILDING	*	22,871.33	0.00	22,871.33	4,376.88	6,906.92	11,587.53
55		**	593,745.14	51,878.19	645,623.33	175,930.95	123,559.71	346,132.67
5		***	593,745.14	51,878.19	645,623.33	175,930.95	123,559.71	346,132.67
A 7140.16	Community Recreation		21,154.04	0.00	21,154.04	9,321.16	0.00	11,832.88
A 7140.40	Community Recreation		15,000.00	1,040.00	16,040.00	4,561.00	1,094.00	10,385.00
A 7140.45	Community Recreation		5,000.00	2,001.92	7,001.92	2,542.45	3,840.99	618.48
7140	RECREATION	*	41,154.04	3,041.92	44,195.96	16,424.61	4,934.99	22,836.36
71		**	41,154.04	3,041.92	44,195.96	16,424.61	4,934.99	22,836.36
7		***	41,154.04	3,041.92	44,195.96	16,424.61	4,934.99	22,836.36
A 9010.80	State Retirement		122,000.00	7,458.00	129,458.00	0.00	7,458.00	122,000.00
9010	STATE RETIREMENT	*	122,000.00	7,458.00	129,458.00	0.00	7,458.00	122,000.00
A 9020.80	Teacher Retirement		180,000.00	0.00	180,000.00	0.00	0.00	180,000.00
9020	TEACHERS' RETIREMENT	*	180,000.00	0.00	180,000.00	0.00	0.00	180,000.00
A 9030.80	Social Security		192,500.00	10,350.23	202,850.23	48,900.37	153,949.63	0.23
9030	SOCIAL SECURITY	*	192,500.00	10,350.23	202,850.23	48,900.37	153,949.63	0.23
A 9040.80	Worker Compensation		69,000.00	0.00	69,000.00	0.00	0.00	69,000.00
9040	WORKERS' COMPENSATION	*	69,000.00	0.00	69,000.00	0.00	0.00	69,000.00
A 9045.80	Life Insurance		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
9045	LIFE INSURANCE	*	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 9050.80	Unemployment Insurance		10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
9050	UNEMPLOYMENT INSURANCE	*	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 9055.80	Disability Insurance		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
9055	DISABILITY INSURANCE	*	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 9060.80	Hospital & Dental Insurance		807,240.00	66,208.04	873,448.04	315,526.16	519,118.89	38,802.99

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 10/31/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9060	HOSPITAL, MEDICAL & DENTAL INS	*	807,240.00	66,208.04	873,448.04	315,526.16	519,118.89	38,802.99
90		**	1,382,740.00	84,016.27	1,466,756.27	364,426.53	680,526.52	421,803.22
9		***	1,382,740.00	84,016.27	1,466,756.27	364,426.53	680,526.52	421,803.22
	Fund ATotals:		5,677,301.62	796,588.21	6,473,889.83	1,875,515.15	1,642,893.12	2,955,481.56
	Grand Totals:		5,677,301.62	796,588.21	6,473,889.83	1,875,515.15	1,642,893.12	2,955,481.56

FIRE ISLAND UFSD

Revenue Status Report From 7/1/2019 To 10/31/2020



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	Real Property Tax	5,082,291.00	0.00	5,082,291.00	116.48	5,082,174.52
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 "	14,372.00	0.00	14,372.00	0.00	14,372.00
A 1311	Day School Tuition From individuals	28,000.00	0.00	28,000.00	31,429.70	-3,429.70
A 1315	Adult Education	3,500.00	0.00	3,500.00	2,295.00	1,205.00
A 1335	Student Fees & Charges	1,500.00	0.00	1,500.00	1,385.00	115.00
A 2401	Interest & Earnings	9,816.00	0.00	9,816.00	4,192.17	5,623.83
A 2665	Sale Of Equipment	6,000.00	0.00	6,000.00	17,254.71	-11,254.71
A 2666	Sale Of Transportation Equipment	6,500.00	0.00	6,500.00	0.00	6,500.00
A 2701	Refund Of Prior Year Expense	6,500.00	0.00	6,500.00	2,115.24	4,384.76
A 3101	Basic State Aid	256,322.00	0.00	256,322.00	0.00	256,322.00
A 3101.EX	Excess Cost Aid	50,000.00	0.00	50,000.00	0.00	50,000.00
A 3102	Lottery Aid	0.00	0.00	0.00	3,651.03	-3,651.03
A 3103	Boces Aid	60,000.00	0.00	60,000.00	66,655.00	-6,655.00
A 3263	Library Aid	2,501.00	0.00	2,501.00	0.00	2,501.00
A Totals:		6,307,302.00	0.00	6,307,302.00	129,094.33	6,178,207.67
Grand Totals:		6,307,302.00	0.00	6,307,302.00	129,094.33	6,178,207.67

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 4: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
1957	☐	10/07/2019	1123	NYS INCOME TAX	TA 21	Trust & Agency Payment	4,975.05	0.00
Check Totals:							4,975.05	0.00
1958	☐	10/07/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	TA 18	Trust & Agency Payment	173.44	0.00
							98.16	0.00
							526.00	0.00
Check Totals:							797.60	0.00
1959	☐	10/07/2019	2076	FICA	TA 26	Trust & Agency Payment	5,469.97	0.00
							5,469.97	0.00
							1,394.13	0.00
							1,394.13	0.00
Check Totals:							13,728.20	0.00
1960	☐	10/07/2019	2910	Federal 941 Withholding	TA 22	Trust & Agency Payment	13,294.62	0.00
Check Totals:							13,294.62	0.00
1961	☐	10/07/2019	3228	Fire Island UFSD	TA 20.1	Trust & Agency Payment	965.86	0.00
Check Totals:							965.86	0.00
1962	☐	10/07/2019	3272	Fire Island UFSD - T & A	TA 29	Trust & Agency Payment	1,600.00	0.00
							2,668.88	0.00
Check Totals:							4,268.88	0.00
1963	☐	10/07/2019	3453	Net Pay - Fire Island UFSD	TA 10	Trust & Agency Payment	64,637.00	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 4: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
Check Totals:							64,637.00	0.00
1964	☐	10/21/2019	1123	NYS INCOME TAX	TA 21	Trust & Agency Payment	5,037.55	0.00
Check Totals:							5,037.55	0.00
1965	☐	10/21/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	TA 18	Trust & Agency Payment	171.66	0.00
							98.16	0.00
							526.00	0.00
Check Totals:							795.82	0.00
1966	☐	10/21/2019	2076	FICA	TA 26	Trust & Agency Payment	5,140.80	0.00
							5,140.80	0.00
							1,404.70	0.00
							1,404.70	0.00
Check Totals:							13,091.00	0.00
1967	☐	10/21/2019	2910	Federal 941 Withholding	TA 22	Trust & Agency Payment	13,515.19	0.00
Check Totals:							13,515.19	0.00
1968	☐	10/21/2019	3228	Fire Island UFSD	TA 20.1	Trust & Agency Payment	965.86	0.00
Check Totals:							965.86	0.00
1969	☐	10/21/2019	3272	Fire Island UFSD - T & A	TA 29	Trust & Agency Payment	1,600.00	0.00
							2,668.88	0.00
Check Totals:							4,268.88	0.00
1970	☐	10/21/2019	3453	Net Pay - Fire Island UFSD		Trust & Agency Payment		

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 4: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
						TA 10		65,403.02	0.00
Check Totals:								65,403.02	0.00
2589	☐	10/25/2019	2941	PAYROLL EXPENDITURE			Payroll Summary 10/25/2019		
				201920		A 1040.16		3,684.31	0.00
				201920		A 1240.15		7,730.90	0.00
				201920		A 1240.16		1,384.64	0.00
				201920		A 1310.15		4,703.71	0.00
				201920		A 1325.16		1,567.90	0.00
				201920		A 1620.16		5,022.01	0.00
				201920		A 1621.16		3,331.06	0.00
				201920		A 2110.10		2,424.53	0.00
				201920		A 2110.12		35,124.68	0.00
				201920		A 2110.14		403.50	0.00
				201920		A 2110.16		3,085.49	0.00
				201920		A 2250.15		1,780.28	0.00
				201920		A 2610.15		1,798.54	0.00
				201920		A 2630.15		4,462.55	0.00
				201920		A 2815.16		4,597.08	0.00
				201920		A 2850.15		1,440.00	0.00
				201920		A 5510.16		13,651.81	0.00
				201920		A 5530.16		328.38	0.00
				201920		A 7140.16		972.98	0.00
				201920		A 5510.16B		257.99	0.00
				201920		A 522		97,752.34	0.00
				201920		A 500		-97,752.34	0.00
				201920		A 521		0.00	0.00
				201920		A 821		0.00	0.00
Check Totals:								97,752.34	0.00
4504	☐	10/02/2019	2592	AFLAC					
						TA 20		1,782.11	0.00
Check Totals:								1,782.11	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 4: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
4505	☐	10/16/2019	1940	NYS UNITED TEACHERS			
					TA 24	551.70	0.00
					TA 24	0.00	0.00
Check Totals:						551.70	0.00
4506	☐	10/28/2019	2592	AFLAC	Trust & Agency Payment - AFLAC LS		
					TA 20	1,782.11	0.00
Check Totals:						1,782.11	0.00
9526	☐	10/11/2019	2941	PAYROLL EXPENDITURE	Payroll Summary 10/11/2019		
				201920	A 1040.16	3,684.31	0.00
				201920	A 1240.15	7,730.90	0.00
				201920	A 1240.16	1,384.64	0.00
				201920	A 1310.15	4,703.71	0.00
				201920	A 1325.16	1,567.90	0.00
				201920	A 1620.16	5,016.22	0.00
				201920	A 1621.16	3,331.06	0.00
				201920	A 2110.10	2,424.53	0.00
				201920	A 2110.12	35,124.68	0.00
				201920	A 2110.14	484.20	0.00
				201920	A 2110.16	3,085.49	0.00
				201920	A 2250.15	1,780.28	0.00
				201920	A 2610.15	1,798.54	0.00
				201920	A 2630.15	4,462.55	0.00
				201920	A 2815.16	4,597.08	0.00
				201920	A 2850.15	990.00	0.00
				201920	A 5510.16	13,618.48	0.00
				201920	A 5530.16	328.38	0.00
				201920	A 7140.16	482.29	0.00
				201920	A 5510.16B	428.39	0.00
				201920	A 522	97,023.63	0.00
				201920	A 500	-97,023.63	0.00
				201920	A 521	0.00	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 4: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
				201920	A 821	0.00	0.00
Check Totals:						97,023.63	0.00
Grand Totals:						404,636.42	0.00

Number of Cash Disbursements: 19

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1040.16	District Clerk	7,368.62	0.00
A 1240.15	Central Administration	15,461.80	0.00
A 1240.16	Central Administration	2,769.28	0.00
A 1310.15	Business Administration	9,407.42	0.00
A 1325.16	District Treasurer	3,135.80	0.00
A 1620.16	Operations Of Plant	10,038.23	0.00
A 1621.16	Maintenance Of Plant	6,662.12	0.00
A 2110.10	Teaching Regular School	4,849.06	0.00
A 2110.12	Teaching Regular School	70,249.36	0.00
A 2110.14	Teaching Regular School	887.70	0.00
A 2110.16	Teaching Regular School	6,170.98	0.00
A 2250.15	Programs for Students w/ Disabilities	3,560.56	0.00
A 2610.15	School Library	3,597.08	0.00
A 2630.15	Computer Assisted Instruction	8,925.10	0.00
A 2815.16	Health Services	9,194.16	0.00
A 2850.15	Co Curricular Activities	2,430.00	0.00
A 500	Payroll Clearing	-194,775.97	0.00
A 521	Encumbrances	0.00	0.00
A 522	Expenditures	194,775.97	0.00
A 5510.16	District Transportation	27,270.29	0.00
A 5510.16B		686.38	0.00
A 5530.16	Garage Building	656.76	0.00
A 7140.16	Community Recreation	1,455.27	0.00
A 821	Reserve For Encumbrances	0.00	0.00
Fund A Totals:		194,775.97	0.00
TA 10	Consolidated Payroll	130,040.02	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 4: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation			
			PO Number		Account		Paid	Liquidated
Account	Description				Total Expensed	Total Liquidated		
TA 18	State Retirement				1,593.42	0.00		
TA 20	Group Insurance -Aflac				3,564.22	0.00		
TA 20.1	Group Health Insurance before				1,931.72	0.00		
TA 21	NYS Income Tax				10,012.60	0.00		
TA 22	Federal Income Tax				26,809.81	0.00		
TA 24	Union Dues/F.I. Teachers Association				551.70	0.00		
TA 26	FICA Liability				26,819.20	0.00		
TA 29	Tax Sheltered Annuities				8,537.76	0.00		
Fund TA Totals:					209,860.45	0.00		
Grand Totals:					404,636.42	0.00		

General Ledger Summary Postings

Account	Description	Debits	Credits
TA 204	HSBC Checking	0.00	209,860.45

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28665	☐	10/03/2019	2981	Advanced Industrial Maintenanc	3063	A 1620.40		1,078.00	1,078.00
Check Totals:								1,078.00	1,078.00
28666	☐	10/03/2019	2947	Baldwin Automotive	3056	A 5510.40		3,981.10	3,981.10
					3144	A 5510.40		1,342.00	1,342.00
					3145	A 5510.40		1,497.14	1,497.14
					3146	A 5510.40		2,236.81	2,236.81
					3147	A 5510.40		1,592.98	1,592.98
					3143	A 5510.40		1,623.06	1,623.06
					3148	A 5510.40		2,797.60	2,797.60
					3149	A 5510.40		3,652.78	3,652.78
					3150	A 5510.40		4,432.95	4,432.95
					3152	A 5510.40		2,025.45	2,025.45
					3056	A 5510.40		0.00	0.00
Check Totals:								25,181.87	25,181.87
28667	☐	10/03/2019	1999	Bank of America Business Card			Voided During Printing	0.00	0.00
Check Totals:								0.00	0.00
28668	☐	10/03/2019	1999	Bank of America Business Card	3039	A 1240.20		136.96	136.96
					3042	A 2110.45		49.95	49.95
					3042	A 2110.45		18.48	18.48
					2373	A 2110.48		51.23	51.23
					3038	A 2110.40		44.96	44.96
					3141	A 2110.20		212.89	212.89
					3045	A 7140.45		57.65	57.65
					3043	A 1660.45		95.93	95.93
					3134	A 2110.40		24.90	24.90
					3123	A 2110.40		366.50	366.50

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					3044	A 2630.40		14.99	14.99
					2455	A 1620.40		132.07	132.07
					3114	A 2815.40		100.22	100.22
					3154	A 1010.45		51.74	51.74
					3041	A 2110.45		125.69	125.69
					3062	A 1240.40		269.00	269.00
Check Totals:								1,753.16	1,753.16
28669	☐	10/03/2019	3832	Benetech, Inc.	3023	A 1310.40		75.00	75.00
Check Totals:								75.00	75.00
28670	☐	10/03/2019	3830	Brennan Landscaping Co.	3064	A 1621.40		1,575.00	1,575.00
Check Totals:								1,575.00	1,575.00
28671	☐	10/03/2019	3872	Canon Solutions America, Inc	2338	A 1680.45		817.71	817.71
Check Totals:								817.71	817.71
28672	☐	10/03/2019	2296	CULLEN DANOWSKI	3024	A 1310.40		1,500.00	1,500.00
Check Totals:								1,500.00	1,500.00
28673	☐	10/03/2019	3282	David A. Levenson	3047	A 2250.40		393.28	393.28
Check Totals:								393.28	393.28
28674	☐	10/03/2019	1835	EASTERN SUFFOLK BOCES	3076	A 1010.49		9,348.84	9,348.84
					3076	A 1310.49		1,725.54	1,725.54
Check Totals:								11,074.38	11,074.38

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28675	☐	10/03/2019	1115	FIRE ISLAND BOTTLE GAS CORP.	3069	A 1620.40		638.74	638.74
Check Totals:								638.74	638.74
28676	☐	10/03/2019	1054	FIRE ISLAND FERRIES, INC.	3068	A 1620.40		462.85	462.85
Check Totals:								462.85	462.85
28677	☐	10/03/2019	1245	GALAXIE COFFEE SERVICE	3070	A 1620.40		490.00	490.00
Check Totals:								490.00	490.00
28678	☐	10/03/2019	3074	GovConnection	2466	A 2630.45		246.47	246.47
Check Totals:								246.47	246.47
28679	☐	10/03/2019	1718	GRAINGER	3153	A 1621.45		691.29	691.29
Check Totals:								691.29	691.29
28680	☐	10/03/2019	2507	GUERCIO AND GUERCIO	3014	A 1420.40		2,833.33	2,833.33
Check Totals:								2,833.33	2,833.33
28681	☐	10/03/2019	1023	I. JANVEY AND SONS, INC.	3101	A 1621.45		150.50	150.50
Check Totals:								150.50	150.50
28682	☐	10/03/2019	3156	Iron Mountain	3025	A 1460.40		395.20	395.20
Check Totals:								395.20	395.20
28683	☐	10/03/2019	1020	KING KULLEN GROCERY CO., INC.					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					3048	A 1620.40		6.02	6.02
							Check Totals:	6.02	6.02
28684	☐	10/03/2019	3825	Love The Plumber					
					3128	A 1621.45		1,634.65	1,634.65
							Check Totals:	1,634.65	1,634.65
28685	☐	10/03/2019	2840	MUSIC And ARTS CENTER					
					3126	A 2110.40		80.98	80.98
							Check Totals:	80.98	80.98
28686	☐	10/03/2019	1094	NATIONAL WILDLIFE FEDERATION					
					2440	A 2110.48		39.90	39.90
							Check Totals:	39.90	39.90
28687	☐	10/03/2019	3787	Nickerson Corporation					
					3106	A 1010.20		981.24	981.24
							Check Totals:	981.24	981.24
28688	☐	10/03/2019	1119	NYS EMP. HEALTH INS PENDING A/					
					3030	A 9060.80		63,013.38	63,013.38
							Check Totals:	63,013.38	63,013.38
28689	☐	10/03/2019	3631	NYSCAME- Suffolk Chapter					
					3125	A 2110.40		40.00	40.00
							Check Totals:	40.00	40.00
28690	☐	10/03/2019	2510	NYSCOSS					
					3108	A 1325.45		1,919.47	1,919.47
							Check Totals:	1,919.47	1,919.47
28691	☐	10/03/2019	2813	PEST PRO EXTERMINATING COMPANY					
					3072	A 1620.40		95.00	95.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					3072	A 1620.40		95.00	95.00
Check Totals:								190.00	190.00
28692	☐	10/03/2019	3580	PSEG Long Island, LLC					
					3027	A 1620.40		1,388.81	1,388.81
					3028	A 5530.40		351.23	351.23
Check Totals:								1,740.04	1,740.04
28693	☐	10/03/2019	3102	Richard Security					
					3074	A 1620.40		126.00	126.00
Check Totals:								126.00	126.00
28694	☐	10/03/2019	3327	RS Abrams & CO. LLP					
					1071	A 1320.40		9,424.00	9,424.00
Check Totals:								9,424.00	9,424.00
28695	☐	10/03/2019	2214	SCHOOL SPECIALTY					
					3032	A 1660.45		119.59	119.59
					3032	A 1660.45		0.00	0.00
Check Totals:								119.59	119.59
28696	☐	10/03/2019	3185	SCMEA Commercial Membership					
					3124	A 2110.40		200.00	200.00
Check Totals:								200.00	200.00
28697	☐	10/03/2019	1673	SPOONS CARTING, INC.					
					3112	A 1621.20		400.00	400.00
Check Totals:								400.00	400.00
28698	☐	10/03/2019	2456	STAPLES Contract & Commercial					
					3033	A 1660.45		235.02	235.02
					3033	A 1660.45		0.00	0.00
Check Totals:								235.02	235.02

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28699	☐	10/03/2019	3573	US Games	3117	A 2110.40		40.89	40.89
Check Totals:								40.89	40.89
28700	☐	10/03/2019	2111	Verizon	3049	A 1620.40		833.31	833.31
Check Totals:								833.31	833.31
28701	☐	10/03/2019	2431	VERIZON WIRELESS	3051	A 1620.40		453.84	453.84
Check Totals:								453.84	453.84
28702	☐	10/03/2019	3814	Windstream Communications, Inc	3052	A 1620.40		0.36	0.36
Check Totals:								0.36	0.36
Grand Totals:								130,835.47	130,835.47

Number of Cash Disbursements: 38

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1010.20	Board Of Education	981.24	981.24
A 1010.45	Board Of Education	51.74	51.74
A 1010.49	Board Of Education	9,348.84	9,348.84
A 1240.20	Central Administration	136.96	136.96
A 1240.40	Central Administration	269.00	269.00
A 1310.40	Business Admin	1,575.00	1,575.00
A 1310.49	Business Administration	1,725.54	1,725.54
A 1320.40	Auditing	9,424.00	9,424.00
A 1325.45	District Treasurer	1,919.47	1,919.47
A 1420.40	Legal	2,833.33	2,833.33
A 1460.40	Records Management-Con Expenditure	395.20	395.20
A 1620.40	Operations Of Plant	5,800.00	5,800.00
A 1621.20	Maintenance Of Plant	400.00	400.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
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General Ledger Summary Postings

Account	Description	Debits	Credits
A 204	HSBC Checking	0.00	130,835.47
A 521	Encumbrances	0.00	130,835.47
A 522	Expenditures	130,835.47	0.00
A 821	Reserve For Encumbrances	130,835.47	0.00

FIRE ISLAND UFSD

Voided Checks Report For The Period 10/1/2019 - 6/30/2020



Check Number	Voided Date	Vendor ID	Vendor Name	Description	Voided Amount
28667	10/03/2019	1999	Bank of America Business Card	Voided During Printing	0.00
Total Voided Checks:			1	Grand Total:	0.00

Fire Island UFSD[illegible]

Fire Island School CASH Transfer Form

FM BT		General Ledger		
Date	Account and Description	From:	To:	Reason
11/12/19	General Fund Money Market (A205) 937623156	300,000.00		
11/12/19	General Fund Checking (TA204) 937291374		300,000.00	11/22, 12/6 & 12/20 Payroll
		300,000.00	300,000.00	-
		Difference	-	

FIRE ISLAND UFSD**Check Warrant Report For A - 6: Cash Disbursement For Dates 11/1/2019 - 11/30/2019**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
28703	11/07/2019	2734	ANN NILAND	3119	375.00
28704	11/07/2019	2465	ANNA BAINBRIDGE	3179	25.98
28705	11/07/2019	2947	Baldwin Automotive	3056	757.00
28706	11/07/2019	3897	Bang's Towing, Inc.	3057	380.19
28707	11/07/2019	1999	Bank of America Business Card	3046	613.13
28708	11/07/2019	1029	BARNWELL HOUSE OF TIRES	3055	185.75
28709	11/07/2019	3832	Benetech, Inc.	3023	75.00
28710	11/07/2019	3345	Blair Burke	3175	30.00
28711	11/07/2019	3898	Bytes of Learning, Inc.	3187	650.00
28712	11/07/2019	3603	CBIZ Valuation Group,LLC	2304	1,180.00
28713	11/07/2019	2296	CULLEN DANOWSKI	3024	7,500.00
28714	11/07/2019	1144	EAST ISLIP LUMBER CO., INC.	3169	196.56
28715	11/07/2019	1835	EASTERN SUFFOLK BOCES	3076	23,903.34
28716	11/07/2019	1115	FIRE ISLAND BOTTLE GAS CORP.	3069	154.98
28717	11/07/2019	1054	FIRE ISLAND FERRIES, INC.	3068	233.55
28718	11/07/2019	2468	FIRST RELIANCE STANDARD LIFE INSUR.	3031	6,049.26
28719	11/07/2019	3849	Follett School Solutions, Inc	3139	1,272.94
28720	11/07/2019	1245	GALAXIE COFFEE SERVICE	3070	532.00
28721	11/07/2019	3208	Glove Nation	3180	107.70
28722	11/07/2019	3074	GovConnection	3158	5,397.54
28723	11/07/2019	1718	GRAINGER	3160	1,094.35
28724	11/07/2019	2507	GUERCIO AND GUERCIO	3014	3,279.58
28725	11/07/2019	3032	Hon Company	3137	2,997.90
28726	11/07/2019	1023	I. JANVEY AND SONS, INC.	3161	132.93
28727	11/07/2019	3156	Iron Mountain	3025	395.20
28728	11/07/2019	1063	ISLIP BULLETIN	3164	51.27
28729	11/07/2019	3799	Johnson Controls Security Solutions	2172	525.00
28730	11/07/2019	1020	KING KULLEN GROCERY CO., INC.	3048	7.87
28731	11/07/2019	2679	LEARNER - CENTERED INITIATIVES	3026	1,575.00
28732	11/07/2019	1064	LONG ISLAND ADVANCE	3165	51.64
28733	11/07/2019	3066	MakeMusic, Inc.	3172	70.00
28734	11/07/2019	2840	MUSIC And ARTS CENTER	2417	280.00
28735	11/07/2019	2958	New York Labor Law Poster Serv	3162	79.50
28736	11/07/2019	1119	NYS EMP. HEALTH INS PENDING A/	3030	63,013.38
28737	11/07/2019	3210	NYSAPERD	3176	40.00
28738	11/07/2019	2813	PEST PRO EXTERMINATING COMPANY	3072	95.00
28739	11/07/2019	2308	POWER PRO SERVICE COMPANY, INC	3073	713.61
28740	11/07/2019	3580	PSEG Long Island, LLC	3028	1,419.86
28741	11/07/2019	2628	ROCHERSTER 100	3170	91.20
28742	11/07/2019	1083	SCHOLASTIC, INC.	3142	497.48
28743	11/07/2019	2214	SCHOOL SPECIALTY	3032	135.89
28744	11/07/2019	3185	SCMEA	3190	25.00
28745	11/07/2019	2456	STAPLES Contract & Commercial	3033	155.58
28746	11/07/2019	3351	Suffolk County Comm., Inc.	3059	918.00
28747	11/07/2019	2485	TOWN OF ISLIP	3060	3,214.52
28748	11/07/2019	2111	Verizon	3050	936.29

FIRE ISLAND UFSD

Check Warrant Report For A - 6: Cash Disbursement For Dates 11/1/2019 - 11/30/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
28749	11/07/2019	2431	VERIZON WIRELESS	3051	454.01
28750	11/07/2019	2906	William V. Macgill & Co.	3140	485.23
Number of Transactions: 48				Warrant Total:	132,355.21
				Vendor Portion:	132,355.21

Certification of Warrant

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

	A	B	C	D	E	F
1	November 12 , 2019 Warrant					
2	<u>Vendor</u>	<u>Description</u>	<u>P.O. #</u>	<u>Invoice Amount</u>	<u>Vendor Total</u>	<u>Check Number</u>
3						
4	Ann Niland	Adult Ed Fall	3119	\$375.00	\$375.00	28703
5	Anna Bainbridge	Mileage reimbursement Nov.5, 2019	3179	\$25.98	\$25.98	28704
6	Baldwin Automotive	DOT Bus # 25 19-31252	3056	\$434.00		
7		DOT Bus # 21 19-31135	3056	\$323.00	\$757.00	28705
8	Bank of America Credit Card	Amazon.com- books	3171	\$59.40		
9		AT & T access and Data Plan	3039	\$104.97		
10		Amazon.com- cups	3043	\$109.34		
11		Newsday.com	3045	\$35.96		
12		Amazon.com-yoga mats	3163	\$219.03		
13		adj. from Oct. 2019(-36.97)				
14		itunes.com	3038	\$9.99		
15		Spotify.com	3044	\$14.99		
16		USPO- postage	3046	\$59.45	\$613.13	28707
17	Bangs Towing	Tow of Bus 105740-1	3057	\$380.19	\$380.19	28706
18	Barnwell House of Tires	Tires 1328610	3055	\$185.75	\$185.75	28708
19	Benetech, Inc	Think HR 26442	3023	\$75.00	\$75.00	28709
20	Blair Burke	Refund Adult Ed Fall 2019	3175	\$30.00	\$30.00	28710
21	Bytes of Learning	License 27950	3187	\$650.00	\$650.00	28711
22	CBIZ Valuation Group, LLC	Fixed Assets Update 1111471779	2304	\$1,180.00	\$1,180.00	28712
23	Cullen and Danowski, LLP	Accounting Services 18/19 45159	2035	\$4,500.00		
24		Accounting Services 35122	3024	\$1,500.00		
25		Accounting Service 35321	3024	\$1,500.00	\$7,500.00	28713
26	East Islip Lumber Co	Supplies 767563	3169	\$196.56	\$196.56	28714
27	Eastern Suffolk BOCES	Contracted Services C0243-20	3076	\$23,903.34	\$23,903.34	28715
28	Fire Island Ferries, Inc.	Freight Charges F19-18860	3068	\$233.55	\$233.55	28717

	A	B	C	D	E	F
1	November 12 , 2019 Warrant					
2	<u>Vendor</u>	<u>Description</u>	<u>P.O. #</u>	<u>Invoice Amount</u>	<u>Vendor Total</u>	<u>Check Number</u>
29	Fire Island Bottled Gas	Fuel for Building 20922	3069	\$154.98	\$154.98	28716
30	First Reliance Standard Life , Ins.	Dental Insurance Oct. 2019	3031	\$3,024.63		
31		Dental Insurance Nov. 2019	3031	\$3,024.63	\$6,049.26	28718
32	Follett School Solutions, Inc	Book Order-Library 552089A	3139	\$338.51		
33		Book Order- Library 482385F	2398	\$15.60		
34		Book Order 482381C	2395	\$34.69		
35		Book Order 4552089	3139	\$884.14	\$1,272.94	28719
36	Galaxie Coffee Service	Supplies 894725	3070	\$95.45		
37		Supplies 895270	3070	\$154.80		
38		Supplies 896200	3070	\$281.75	\$532.00	28720
39	Glove Nation	Synthetic gloves 91029100	3180	\$107.70	\$107.70	28721
40	Grainger	Supplies 9320489462	3160	\$160.93		
41		Supplies 9320984793	3160	\$249.26		
42		Supplies 9283435791	3116	\$684.16	\$1,094.35	28723
43	Guercio and Guercio, LLP	Retainer 10/10/19	3014	\$2,833.33		
44		General Matters 10/15/19	3014	\$446.25	\$3,279.58	28724
45	Gov Connection	Batteries 57177868	3158	\$212.00		
46		Hardware 57170868	3158	\$1,158.54		
47		Malwarebytes 57181825	3158	\$4,027.00	\$5,397.54	28722
48	Hon	Chairs 850190	3137	\$2,997.90	\$2,997.90	28725
49	I. Janvey and Sons, Inc	Supplies 235463	3161	\$132.93	\$132.93	28726
50	Iron Mountain	Records Retention BZSJ668	3025	\$395.20	\$395.20	28727
51	Islip Bulletin	Notice 60207	3164	\$51.27	\$51.27	28728
52	Johnson Controls and Security (Tyco)	Maintenance Agreement 33264193	2172	\$525.00	\$525.00	28729
53	King Kullen	Groceries 19294422891	3048	\$7.87	\$7.87	28730
54	Learner-Centered Initiatives	Prof. Development 6371	3026	\$1,575.00	\$1,575.00	28731

	A	B	C	D	E	F
1	November 12 , 2019 Warrant					
2	<u>Vendor</u>	<u>Description</u>	<u>P.O. #</u>	<u>Invoice Amount</u>	<u>Vendor Total</u>	<u>Check Number</u>
55	Long Island Advance	Notice 20290	3165	\$51.64	\$51.64	28732
56	Make Music, Inc	Subcription NS35786606	3172	\$70.00	\$70.00	28733
57	Music and Arts Center	Instrument Rental INV019461982	2417	\$280.00	\$280.00	28734
58	New York labor Law Poster Service	Posters 2306921	3162	\$79.50	\$79.50	28735
59	NYSAPERD	Conference SUF2020-031	3176	\$40.00	\$40.00	28737
60	NYS Emp. Health Ins. Pending A/C	Health Insurance 545	3030	\$63,013.38	\$63,013.38	28736
61	Pest Pro Exterminating	Pest Control 15197	3072	\$95.00	\$95.00	28738
62	Power Pro Service Company, Inc	Preventive Maintenance 51273	3073	\$713.61	\$713.61	28739
63	PSEG	Electric for Main Building Oct.2019	3027	\$1,169.93		
64		Electric for Garage Oct 2019	3028	\$249.93	\$1,419.86	28740
65	Rochester 100	Folders INV38146	3170	\$91.20	\$91.20	28741
66	Scholastic, Inc.	Supplies 20156156	3142	\$497.48	\$497.48	28742
67	School Specialty	Supplies 308103454840	3032	\$135.89	\$135.89	28743
68	SCMEA	Membership 2019-2020	3190	\$25.00	\$25.00	28744
69	Staples Business Advantage	Supplies 3426890587	3033	\$155.58	\$155.58	28745
70	Suffolk County Communication, Inc	Radio Air Time 705170	3059	\$306.00		
71		Radio Air Time 705194	3059	\$306.00		
72		Radio Air Time 705220	3059	\$306.00	\$918.00	28746
73	Town of Islip	Fuel for Buses 90132	3060	\$3,214.52	\$3,214.52	28747
74	Verizon	Phone and Communication 10/21/19	3049	\$876.15		
75	Verizon	Emergency Phone Service Sept 2019	3050	\$27.53		
76		Emergency Phone Service Oct 2019	3050	\$32.61	\$936.29	28748
77	Verizon Wireless	Cell Phone Service 9840646220	3051	\$454.01	\$454.01	28749
78	William V MacGill & Co.	Supplies IN069509	31450	\$485.23	\$485.23	28750
79	General Fund Total			\$132,355.21	\$132,355.21	

Items to Dispose of at November 12, 2019 Board of Education Meeting

Reason: End of Useful Life

Asset Type: Apple Mac Book Pro 15.4/16GB/1TB

<u>Asset Tag</u>	<u>Description</u>	<u>Serial Number</u>	<u>Purchase Date</u>	<u>Purchase Cost</u>
2672	Apple MacBook Pro	C02RX1UFG8WM	7/1/16	\$2,929.00

Asset Type: Server DL360E Gen8 E5-2403

<u>Asset Tag</u>	<u>Description</u>	<u>Serial Number</u>	<u>Purchase Date</u>	<u>Purchase Cost</u>
2561	Server	MXQ42002T9	7/1/14	\$1,382.35

SUBJECT: PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

The District will follow all applicable requirements in the Uniform Grant Guidance (2 CFR Part 200) whenever it procures goods or services using federal grant funds awarded through formula and/or discretionary grants, including funds awarded by the United States Department of Education as grants or funds awarded to a pass-through entity, such as the New York State Education Department, for subgrants.

Uniform Grant Guidance Requirements

Under the Uniform Grant Guidance, the District will, among other things:

- a) Use its own documented procurement procedures which reflect applicable state, local and tribal laws and regulations, provided that the procurements conform to applicable federal law and the standards identified in the Uniform Grant Guidance.
- b) Establish and maintain effective internal controls that provide reasonable assurance that the District is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. Internal controls means a process, implemented by the District, designed to provide reasonable assurance regarding the achievement of objectives in the following categories:
 1. Effectiveness and efficiency of operations;
 2. Reliability of reporting for internal and external use; and
 3. Compliance with applicable laws and regulations.
- c) Comply with federal statutes, regulations, and the terms and conditions of the federal awards.
- d) Evaluate and monitor the District's compliance with statutes, regulations, and the terms and conditions of federal awards.
- e) Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
- f) Take reasonable measures to safeguard protected personally identifiable information and other information the federal awarding agency or pass-through entity designates as sensitive or the District considers sensitive consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.
- g) Maintain oversight to ensure contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(Continued)

**SUBJECT: PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS
(Cont'd.)**

- h) Maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.
- i) Have procurement procedures in place to avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase.
- j) Award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to matters such as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- k) Maintain records that sufficiently detail the history of the procurement including, but not limited to:
 - 1. Rationale for the method of procurement;
 - 2. Selection of contract type;
 - 3. Contractor selection or rejection; and
 - 4. The basis for the contract price.
- l) Use time and material contracts, only after a determination that no other contract is suitable and the contract includes a ceiling price that the contractor exceeds at its own risk.
- m) Conduct all procurement transactions in a manner providing full and open competition consistent with the standards of the Uniform Grant Guidance.
- n) Conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference.
- o) Have written procedures for procurement to ensure that all solicitations:
 - 1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured; and
 - 2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids.

(Continued)

**SUBJECT: PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS
(Cont'd.)**

- p) Ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition.
- q) Use one of the following methods of procurement, which include:
 - 1. Micro-purchases;
 - 2. Small purchase procedures;
 - 3. Sealed bids;
 - 4. Competitive proposals; and
 - 5. Noncompetitive proposals.
- r) Have a written method for conducting technical evaluations of the proposals received and for selecting recipients.
- s) Take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- t) Include in all contracts made by the District the applicable provisions contained in Appendix II of the Uniform Grant Guidance -- Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.
- u) Perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications.
- v) Negotiate profit as a separate element of the price for each contract in which there is not price competition and in all cases where an analysis is performed.
- w) Comply with the non-procurement debarment and suspension standards which prohibit awarding contracts to parties listed on the government-wide exclusions in the System for Award Management (SAM).

2 CFR §§ 200.61, 200.303, 200.318, 200.319, 200.320, 200.321, 200.323, and 200.326
2 CFR Part 200, App. II

(Continued)

POLICY

2018

5413
4 of 4

Non-Instructional/Business
Operations

**SUBJECT: PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS
(Cont'd.)**

NOTE: Refer also to Policies #5410 -- Purchasing: Competitive Bidding and Offering
#5411 -- Procurement of Goods and Services
#5570 -- Financial Accountability
#5670 -- Records Management
#6110 -- Code of Ethics for Board Members and All
District Personnel
#6161 -- Conference/Travel Expense Reimbursement

Adoption Date

Students

SUBJECT: PROMOTION OF CIVIC ENGAGEMENT AND THE RIGHT TO VOTE

The District recognizes the importance of voting and civic engagement. As such, the Board encourages educators in the District to incorporate age-appropriate activities into their curriculum which spread awareness of the principles of free democracy and the importance of voting. This may include discussion of the electoral process and the importance of voter participation in local and national elections. The Board encourages educators to promote awareness among students of voter pre-registration and registration, and of the right of all adults to vote on issues of importance to their community.

Election Law § 5-507

Adoption Date: