

FIRE ISLAND UNION FREE SCHOOL DISTRICT

BOARD OF EDUCATION

Public Hearings & Regular Meeting Agenda

December 10, 2019

4:30 p.m.

Call to Order

Pledge of Allegiance

Voice of the Taxpayer

PRESENTATION TO THE BOARD

- a. M. Inserra, BBS Architects & Engineers – *Projected Capital Projects*

PUBLIC HEARING – Town of Brookhaven 2020 Property Tax Exemptions

- a. Volunteer Firefighters and Ambulance Workers
- b. Limited Income Disability Tax Exemption
- c. Senior Citizen Property Tax Exemption

REGULAR MEETING

ITEM 1 Approval of Minutes

- a. November 12, 2019 Regular Meeting

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 – Letter from J. LaViolette, Director of Health Services – HPV Vaccine

ITEM 5 Action Items – Resolutions recommended for approval

- a. Town of Brookhaven Volunteer Firefighters and Ambulance Workers Tax Exemption
- b. Town of Brookhaven Limited Income Disability Tax Exemption
- c. Town of Brookhaven Senior Citizen Property Tax Exemption
- d. Hardship and Eligibility Amendment to the 403(b) Retirement Plan
- e. 2019-2020 Rtl/AIS Plan – Revised
- f. CPSE Recommendations

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- ITEM 6 **Public Hearing/1st Reading of Policy Revisions**
#5672 Information Security Breach and Notification
#5681 School Safety Plans
#6550 Leaves of Absence
#7550 Dignity for All Students
Public Hearing/2nd Reading & Adoption of Policies
#5413 Procurement: Uniform Grant Guidance for Federal Awards
#7440 Promotion of Civic Engagement and the Right to Vote
- ITEM 7 *It is anticipated that the Board may enter into Executive Session to discuss the employment history of a particular person.*
- ITEM 8 **Adjournment**

Volunteer Firefighters and Ambulance Workers Exemption - , Section 466-c of the New York State Real Property Tax Law, as added by Chapter 450 of the laws of 2002, grants to Boards of Education of school districts the option of declaring certain volunteer firefighters and ambulance workers “...exempt from taxation to the extent of ten (10) percent of the assessed value of such property...”; and , in 2005 the Town of Brookhaven adopted Local Law 9 that eliminates the cap on real property tax exemptions for qualified volunteer firefighters and ambulance workers.

Limited Income Disability Tax Exemption - *Real property owned by disabled persons with limited income, as set forth in the following schedules, shall be exempt from taxes levied by or on behalf of the Fire Island School District to the extent hereinafter set forth, subject to the applicable conditions and provisions of the Real Property Tax Law of the State of New York and subject to the rules, regulations and income limits adopted by the Town of Brookhaven, Suffolk County, New York.*

The income of the owner or the combined income of the owners for the calendar year prior to the date that application is filed shall determine the percentage of assessed valuation which is exempt from taxation, in accordance with the following maximum schedule:

Tax Year – 2020

Annual Income	Percentage of Assessed Valuation Exempt from Taxation
Less than \$29,000	50%
More than \$29,000, but less than \$30,000	45%
More than \$30,000, but less than \$31,000	40%
More than \$31,000, but less than \$32,000	35%
More than \$32,000, but less than \$32,900	30%
More than \$32,900, but less than \$33,800	25%
More than \$33,800, but less than \$34,700	20%
More than \$34,700, but less than \$35,600	15%
More than \$35,600, but less than \$36,500	10%
More than \$36,500, but less than \$37,400	5%

Senior Citizens Property Tax Exemption – *Real property owned by persons 65 years of age or older shall be exempt from taxes levied by or on behalf of the Fire Island School District to the extent hereinafter set forth, subject to the conditions and provisions of Section 467 of the Real Property Tax Law of the State of New York and subject to the rules, regulations and income limits adopted by the Towns of Islip and Brookhaven, Suffolk County, New York.*

The income of the owner or the combined income of the owners for the calendar year prior to the date application is filed shall determine the percentage of assessed valuation which is exempt from taxation, in accordance with the following maximum schedule:

Tax Year – 2020

Annual Income	Percentage of Assessed Valuation Exempt from Taxation
Less than \$29,000	50%
More than \$29,000, but less than \$30,000	45%
More than \$30,000, but less than \$31,000	40%
More than \$31,000, but less than \$32,000	35%
More than \$32,000, but less than \$32,900	30%
More than \$32,900, but less than \$33,800	25%
More than \$33,800, but less than \$34,700	20%
More than \$34,700, but less than \$35,600	15%
More than \$35,600, but less than \$36,500	10%
More than \$36,500, but less than \$37,400	5%

Regular Meeting/Public Hearing
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
November 12, 2019

DRAFT

CALL TO ORDER	The meeting was called to order at 4:32 p.m. by President J. 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: • Audit Committee Meeting of October 8, 2019 • Regular Meeting of October 8, 2019 (A. Wood, L. Kaufman; 7-0)
TREASURER'S REPORT	Treasurer's Report for the month ended October 2019 was accepted as hereby attached. (K. Skelly-Kurka, L. Nowachek; 7-0)
TRIAL BALANCE REPORTS	The Board accepts the Trial Balance Reports for the month ending October 2019 as hereby attached. (K. Skelly-Kurka, L. Nowachek; 7-0)
APPROPRIATION & REVENUE STATUS REPORTS	The Board accepts the Appropriation and Revenue Status Reports for October 2019 as hereby attached. (K. Skelly-Kurka, L. Nowachek; 7-0)
TRUST & AGENCY CASH DISBURSEMENT	The Board accepts the Trust and Agency Cash Disbursement report for October 2019 as hereby attached. (K. Skelly-Kurka, L. Nowachek; 7-0)
GENERAL FUND CASH DISBURSEMENT	The Board accepts the General Fund Cash Disbursement report for October 2019 as hereby attached. (K. Skelly-Kurka, L. Nowachek; 7-0)
VOIDED CHECK REPORT	The Board accepts the Voided Check Report for October 2019 as hereby attached. (K. Skelly-Kurka, L. Nowachek; 7-0)
GENERAL FUND CASH FLOW REPORT	The Board accepts the General Fund Cash Flow report as hereby attached. (K. Skelly-Kurka, L. Nowachek; 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. (J. Phelan, A. Wood; 7-0)
WARRANT	The Board hereby approves the General Fund Warrant in the amount of \$132,355.21 as presented. (V. Henriksen, J. Phelan; 7-0)

**SUPERINTENDENT'S
REPORT**

Mrs. Ferraro reported on the following:
Meeting with Ocean Beach Village manager, Stephen Brautigan, to discuss the following:

- Condition of the east-west sidewalk/road from Corneille Estates through Summer Club
- Out-of-Village service agreements, specifically water rates. The village will be installing water meters in the future. Woodhull School will be billed as an out-of-village commercial entity. Water rates are expected to increase.
- Use of the ballfield. Mrs. Ferraro pointed out that we rarely use the ballfield any more.
- Use of Windswept as a safe facility in the event of an emergency causing evacuation of the school. Mrs. Ferraro stated we are no longer interested in utilizing Windswept as an emergency center.

Mrs. Ferraro also discussed staff transitions with the expected retirements of James Fitz and Dawn Lippert at the end of the 2019-2020 school year.

CORRESPONDENCE

There was no correspondence.

**NOMINATION FOR NYSSBA
AREA 12 DIRECTOR**

RESOLVED, The Fire Island Board of Education hereby nominates Catherine Romano for Area 12 Director of the New York State School Boards Association.
(A. Wood, J. Phelan; 7-0)

**DISPOSTION OF
SURPLUS/END OF USEFUL
LIFE EQUIPMENT**

In accordance with Board policy #5250, the Board authorizes the Superintendent to dispose of the surplus/end-of-useful life equipment in the best interest of the District as hereby attached. (L. Kaufman, L. Nowachek; 7-0)

**REVISION OF 2019-2020
BOARD MEETING
CALENDAR**

The Board hereby approves a revision to the 2019-2020 Board meeting calendar to reflect the cancellation of the November 26, 2019 Work Session.
(K. Skelly-Kurka, J. Phelan; 7-0)

**APPROVAL OF 2020-2021
BOARD GOALS**

Following discussion, the Board hereby approves Board of Education Goals for 2020-2021. Said goals will be posted on the District website.

**PUBLIC HEARING/1ST
READING OF PROPOSED
POLICIES**

A public hearing and first reading of the following policies was held:
#5413 Procurement: Uniform Grant Guidance for Federal Awards
#7440 Promotion of Civic Engagement and the Right to Vote

ADJOURNMENT

The meeting was adjourned at 5:22 p.m.
(A. Wood, J. Phelan; 7-0)

Donna Clock
District Clerk

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2019 To 11/30/2019

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
TA 204	HSBC Checking							
				BALANCE 07/01/2019 - 10/31/2019		0.00	0.00	157,014.98
11/06/2019	20			11-8-19 Payroll	JE-5	965.86	0.00	157,980.84
11/13/2019	8028			To record transfer from MM to Payroll in November	CR-6	300,000.00	0.00	457,980.84
11/19/2019	22			11-22-19 Payroll	JE-5	965.86	0.00	458,946.70
11/22/2019	8033			To adjust state retirement for amount not taken	CR-6	58.58	0.00	459,005.28
11/29/2019	8032			To record interest for November 2019 for TA204	CR-6	30.53	0.00	459,035.81
11/30/2019				See Cash Disbursement Schedule 5	CD-5	0.00	208,956.91	250,078.90
Grand Totals:						302,020.83	208,956.91	250,078.90

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2019 To 11/30/2019

Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204			HSBC Checking						
					BALANCE 07/01/2019 - 10/31/2019		0.00	0.00	191,561.49
	11/06/2019	7992			A/R Receipt for Renee Weil - A/R Receipt for Renee Weil	CR-6	51.62	0.00	191,613.11
	11/06/2019	7993			A/R Receipt for Margery McKeivitt - A/R Receipt for Margery McKeivitt	CR-6	25.81	0.00	191,638.92
	11/06/2019	7994			Adult Ed	CR-6	30.00	0.00	191,668.92
	11/07/2019	8004			Adult Ed	CR-6	20.00	0.00	191,688.92
	11/07/2019	8005			A/R Receipt for John McCollum - A/R Receipt for John McCollum	CR-6	573.78	0.00	192,262.70
	11/08/2019	8009			A/R Receipt for Kevin Gillespie - A/R Receipt for Kevin Gillespie	CR-6	25.81	0.00	192,288.51
	11/13/2019	8010			A/R Receipt for Margery McKeivitt - A/R Receipt for Margery McKeivitt	CR-6	25.81	0.00	192,314.32
	11/13/2019	8011			A/R Receipt for Lois Thornberg - A/R Receipt for Lois Thornberg	CR-6	25.81	0.00	192,340.13
	11/13/2019	8012			A/R Receipt for Linda Howe - A/R Receipt for Linda Howe	CR-6	25.81	0.00	192,365.94
	11/13/2019	8013			A/R Receipt for Gerard Rohan - A/R Receipt for Gerard Rohan	CR-6	965.11	0.00	193,331.05
	11/14/2019	8014			A/R Receipt for Peggy Danziger - A/R Receipt for Peggy Danziger	CR-6	182.43	0.00	193,513.48
	11/14/2019	8015			Adult Ed	CR-6	15.00	0.00	193,528.48
	11/14/2019	8016			Adult Ed	CR-6	10.00	0.00	193,538.48
	11/14/2019	8017			Adult Ed	CR-6	10.00	0.00	193,548.48
	11/14/2019	8018			Adult EdCash Rec# 891922 - \$20, #891923 - \$20	CR-6	40.00	0.00	193,588.48
	11/15/2019	8019			A/R Receipt for Patricia Purnhagen - A/R Receipt for Patricia Purnhagen	CR-6	182.43	0.00	193,770.91
	11/15/2019	8020			A/R Receipt for Evelyn Rahne - A/R Receipt for Evelyn Rahne	CR-6	25.81	0.00	193,796.72
	11/15/2019	8037			To record state general aid/lottery revenue	CR-6	21,959.57	0.00	215,756.29
	11/19/2019	8021			A/R Receipt for Arthur Bamonte - A/R Receipt for Arthur Bamonte	CR-6	50.00	0.00	215,806.29
	11/20/2019	8022			A/R Receipt for Roberta Roesch - A/R Receipt for Roberta Roesch	CR-6	208.57	0.00	216,014.86
	11/20/2019	8023			Refund of Prior Year Expense	CR-6	84.11	0.00	216,098.97
	11/21/2019	8024			Adult Ed	CR-6	15.00	0.00	216,113.97
	11/21/2019	8025			Adult Ed	CR-6	20.00	0.00	216,133.97
	11/29/2019	8036			To record interest for November 2019 for A204	CR-6	22.68	0.00	216,156.65

FIRE ISLAND UFSD

Cash Account Transactions Report From 11/1/2019 To 11/30/2019



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204			HSBC Checking						
	11/30/2019				See Cash Disbursement Schedule 6	CD-6	0.00	132,355.21	83,801.44
Grand Totals:							24,595.16	132,355.21	83,801.44

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2019 To 11/30/2019

Account	Account Name								
	Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 205	HSBC Money Market								
					BALANCE 07/01/2019 - 10/31/2019		0.00	0.00	4,685,366.16
	11/13/2019	8028			To record transfer from MM to Payroll in November	CR-6	0.00	300,000.00	4,385,366.16
	11/29/2019	8029			To record interest for November 2019 for A205	CR-6	718.22	0.00	4,386,084.38
Grand Totals:							718.22	300,000.00	4,386,084.38

FIRE ISLAND UFSD

Cash Account Transactions Report From 11/1/2019 To 11/30/2019



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
H 204			HSBC Checking						
					BALANCE 07/01/2019 - 10/31/2019		0.00	0.00	28,005.83
	11/29/2019	8035			To record interest for November 2019 for H204	CR-6	4.00	0.00	28,009.83
Grand Totals:							4.00	0.00	28,009.83

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2019 To 11/30/2019

Account	Account Name						Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule				
TE 204	HSBC Checking TE204								
				BALANCE 07/01/2019 - 10/31/2019			0.00	0.00	73,890.35
11/29/2019	8034			To record interest for November 2019 for TE204	CR-6		10.57	0.00	73,900.92
Grand Totals:							10.57	0.00	73,900.92

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2019 To 11/30/2019

Account	Account Name				Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID				
SC 204	SC204 HSBC Checking 937316610							
					BALANCE 07/01/2019 - 10/31/2019	0.00	0.00	414.76
Grand Totals:						0.00	0.00	414.76

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2019 To 11/30/2019

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID					
A 206	HSBC Repair Reserve								
					BALANCE 07/01/2019 - 10/31/2019		0.00	0.00	108,668.83
11/29/2019		8031			To record interest for November 2019 for A206	CR-6	8.63	0.00	108,677.46
Grand Totals:							8.63	0.00	108,677.46

FIRE ISLAND UFSD



Cash Account Transactions Report From 11/1/2019 To 11/30/2019

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID					
A 207	HSBC Capital Reserve #2								
					BALANCE 07/01/2019 - 10/31/2019		0.00	0.00	334,504.66
11/29/2019		8030			To record interest for November 2019 for A207	CR-6	26.58	0.00	334,531.24
Grand Totals:							26.58	0.00	334,531.24

FIRE ISLAND UFSD

Cash Account Transactions Report From 11/1/2019 To 11/30/2020



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 208			HSBC Capital Reserve						
					BALANCE 07/01/2019 - 10/31/2019		0.00	0.00	318,811.62
	11/29/2019	8027			To record interest for November 2019 for A208	CR-6	25.33	0.00	318,836.95
Grand Totals:							25.33	0.00	318,836.95

FIRE ISLAND UFSD

Trial Balance Report From 11/1/2019 - 11/30/2020



Account	Description	Debits	Credits
A 204	HSBC Checking	0.00	351,551.93
A 205	HSBC Money Market	0.00	299,281.78
A 206	HSBC Repair Reserve	8.63	0.00
A 207	HSBC Capital Reserve #2	26.58	0.00
A 208	HSBC Capital Reserve	25.33	0.00
A 380	Accounts Receivable	2,529.76	0.00
A 391-3	Due From Trust And Agency Fund	300,030.53	0.00
A 500	Payroll Clearing	0.00	175.74
A 521	Encumbrances	0.00	301,172.28
A 522	Expenditures	683,963.27	0.00
A 630	Due To Other Funds	0.00	312,714.74
A 821	Reserve For Encumbrances	301,172.28	0.00
A 825	Reserve For Retirement System Credit	175.74	0.00
A 980	Revenues	0.00	23,035.65
A Fund Totals:		1,287,932.12	1,287,932.12
H 204	HSBC Checking	4.00	0.00
H 980	Revenues	0.00	4.00
H Fund Totals:		4.00	4.00
TA 18	State Retirement	0.00	58.58
TA 19	Teachers Retirement System	0.00	123.24
TA 20	Group Insurance -Aflac	0.00	662.40
TA 204	HSBC Checking	0.00	11,603.56
TA 24	Union Dues/F.I. Teachers Association	0.00	236.43
TA 630	Due To Other Funds	12,684.21	0.00
TA Fund Totals:		12,684.21	12,684.21
TE 204	HSBC Checking TE204	10.57	0.00
TE 980	Revenues	0.00	10.57
TE Fund Totals:		10.57	10.57
Grand Totals:		1,300,630.90	1,300,630.90

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 11/30/2020



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	0.00	518.76
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	3,416.00	5,452.36
A 1040.16	District Clerk		102,515.90	0.00	102,515.90	44,211.72	0.00	58,304.18
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	500.00	0.00	0.00
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	44,760.62	0.00	59,804.18
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	61,073.16	3,416.00	69,694.33
A 1240.15	Central Administration		207,429.51	0.00	207,429.51	92,770.80	0.00	114,658.71
A 1240.16	Central Administration		38,527.70	0.00	38,527.70	16,918.18	0.00	21,609.52
A 1240.20	Central Administration		2,000.00	2,095.02	4,095.02	2,771.80	982.72	340.50
A 1240.40	Central Administration		4,000.00	326.00	4,326.00	1,184.00	900.00	2,242.00
A 1240.45	Central Administration		700.00	381.00	1,081.00	95.99	381.00	604.01
1240	CHIEF SCHOOL ADMINISTRATOR	*	252,657.21	2,802.02	255,459.23	113,740.77	2,263.72	139,454.74
12		**	252,657.21	2,802.02	255,459.23	113,740.77	2,263.72	139,454.74
A 1310.15	Business Administration		128,664.68	0.00	128,664.68	56,444.52	0.00	72,220.16
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	28,756.26	26,699.52	22,673.22
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	95,200.78	26,699.52	95,893.38
A 1320.40	Auditing		31,000.00	1,467.00	32,467.00	15,317.00	19,200.00	-2,050.00
1320	AUDITING	*	31,000.00	1,467.00	32,467.00	15,317.00	19,200.00	-2,050.00
A 1325.16	District Treasurer		39,887.44	0.00	39,887.44	18,814.80	0.00	21,072.64
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	2,332.27	8,381.73
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	20,792.44	2,709.77	32,157.40
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 11/30/2020



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	135,165.82	48,609.29	129,145.18
A 1420.40	Legal		57,000.00	24,479.00	81,479.00	28,225.65	19,221.35	34,032.00
1420	LEGAL	*	57,000.00	24,479.00	81,479.00	28,225.65	19,221.35	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	2,305.33	2,766.40	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	5,115.28	2,766.40	1,757.60
14		**	68,245.00	27,618.28	95,863.28	36,085.93	21,987.75	37,789.60
A 1620.16	Operations Of Plant		148,625.61	0.00	148,625.61	69,884.54	0.00	78,741.07
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	53,837.94	59,475.14	47,587.54
A 1620.45	Operations Of Plant		12,500.00	10,668.16	23,168.16	9,963.13	0.00	13,205.03
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	133,685.61	64,475.14	148,533.64
A 1621.16	Maintenance Of Plant		95,686.61	0.00	95,686.61	40,004.10	0.00	55,682.51
A 1621.20	Maintenance Of Plant		2,000.00	783.36	2,783.36	2,178.83	32.45	572.08
A 1621.40	Maintenance Of Plant		56,000.00	25,197.58	81,197.58	8,565.48	12,650.00	59,982.10
A 1621.45	Maintenance Of Plant		20,000.00	6,809.95	26,809.95	13,002.92	2,135.51	11,671.52
1621	MAINTENANCE OF PLANT	*	173,686.61	32,790.89	206,477.50	63,751.33	14,817.96	127,908.21
A 1660.45	Central Storeroom		5,000.00	5,963.83	10,963.83	2,891.21	1,994.57	6,078.05
1660	CENTRAL STOREROOM	*	5,000.00	5,963.83	10,963.83	2,891.21	1,994.57	6,078.05
A 1670.40	Central printing & mailing		4,500.00	2,232.00	6,732.00	2,750.91	0.00	3,981.09
1670	CENTRAL PRINTING & MAILING	*	4,500.00	2,232.00	6,732.00	2,750.91	0.00	3,981.09
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	17,200.00	0.00	0.00

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 11/30/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1680	CENTRAL DATA PROCESSING	*	30,425.00	7,538.24	37,963.24	22,907.13	1,831.11	13,225.00
16		**	497,737.22	111,093.74	608,830.96	225,986.19	83,118.78	299,725.99
A 1910.40	Unallocated Insurance		58,200.00	0.00	58,200.00	57,328.00	0.00	872.00
1910	UNALLOCATED INSURANCE	*	58,200.00	0.00	58,200.00	57,328.00	0.00	872.00
A 1981.49	Boces Administrative Charge		9,000.00	0.00	9,000.00	9,000.00	0.00	0.00
1981	BOCES ADMINISTRATIVE COSTS	*	9,000.00	0.00	9,000.00	9,000.00	0.00	0.00
19		**	67,200.00	0.00	67,200.00	66,328.00	0.00	872.00
1		***	1,308,775.45	165,681.80	1,474,457.25	638,379.87	159,395.54	676,681.84
A 2010.49	Curriculum Development		6,000.00	0.00	6,000.00	6,000.00	0.00	0.00
2010	CURRICULUM DEVEL & SUPERVISION	*	6,000.00	0.00	6,000.00	6,000.00	0.00	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	9,815.72	36,225.00	13,109.28
A 2110.10	Teaching Regular School		67,467.64	0.00	67,467.64	16,971.71	0.00	50,495.93
A 2110.12	Teaching Regular School		916,941.80	0.00	916,941.80	247,473.19	0.00	669,468.61
A 2110.14	Teaching Regular School		15,000.00	0.00	15,000.00	4,842.00	0.00	10,158.00
A 2110.16	Teaching Regular School		85,859.96	0.00	85,859.96	21,598.43	0.00	64,261.53
A 2110.20	Teaching Regular School		5,000.00	1,468.69	6,468.69	834.81	9.90	5,623.98
A 2110.40	Teaching Regular School		15,000.00	1,380.01	16,380.01	9,897.22	2,639.24	3,843.55
A 2110.45	Teaching Regular School		15,000.00	2,686.90	17,686.90	6,311.10	11,226.84	148.96
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	2,708.15	159.67	10,459.72
A 2110.49	Teaching Regular School		45,000.00	0.00	45,000.00	15,967.60	29,032.40	0.00
2110	TEACHING-REGULAR SCHOOL	*	1,395,769.40	199,510.29	1,595,279.69	517,166.01	253,068.05	825,045.63
21		**	1,395,769.40	199,510.29	1,595,279.69	517,166.01	253,068.05	825,045.63
A 2250.15	Programs for Students w/ Disabilities		51,539.91	0.00	51,539.91	12,461.96	0.00	39,077.95
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	3,513.33	2,745.44	15,390.80
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	41,177.80	158,323.07
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	117,587.15	127,923.24	215,291.82
22		**	313,369.32	147,432.89	460,802.21	117,587.15	127,923.24	215,291.82

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 11/30/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2610.15	School Library		62,555.36	0.00	62,555.36	12,589.78	0.00	49,965.58
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	1,960.19	1,443.58	1,393.78
A 2610.45	School Library		500.00	761.12	1,261.12	840.13	6.00	414.99
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	15,390.10	5,449.58	52,221.84
A 2630.15	Computer Assisted Instruction		124,170.41	0.00	124,170.41	53,550.60	0.00	70,619.81
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	1,934.00	49,417.48
A 2630.40	Computer Assisted Instruction		20,000.00	6,369.91	26,369.91	8,161.44	104.93	18,103.54
A 2630.45	Computer Assisted Instruction		1,500.00	702.91	2,202.91	1,291.46	564.00	347.45
A 2630.46	Computer Software		5,500.00	159.00	5,659.00	5,586.03	0.00	72.97
A 2630.49	Computer Assisted Instruction		95,000.00	72,324.07	167,324.07	77,258.83	89,065.24	1,000.00
2630	COMPUTER ASSISTED INSTRUCTION	*	308,170.41	127,114.84	435,285.25	202,055.83	91,668.17	141,561.25
26		**	379,525.77	128,821.00	508,346.77	217,445.93	97,117.75	193,783.09
A 2815.16	Health Services		103,322.50	0.00	103,322.50	32,390.76	0.00	70,931.74
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	2,000.00	5,899.78
A 2815.45	Health Services		800.00	0.00	800.00	107.70	0.00	692.30
2815	HEALTH SERVICES-REGULAR SCHOOL	*	112,622.50	2,108.00	114,730.50	35,192.51	2,000.00	77,537.99
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	95.94	504.06
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	64,095.94	1,504.06
A 2850.15	Co Curricular Activities		17,000.00	0.00	17,000.00	6,571.20	0.00	10,428.80
A 2850.40	Co Curricular Activities		20,000.00	870.00	20,870.00	4,835.00	16,035.00	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	11,406.20	17,112.00	10,429.09
28		**	216,222.50	3,055.85	219,278.35	46,599.27	83,207.94	89,471.14
2		***	2,350,886.99	491,970.03	2,842,857.02	908,614.08	597,541.98	1,336,700.96
A 5510.16	District Transportation		315,873.81	0.00	315,873.81	117,257.34	0.00	198,616.47
A 5510.16B			25,000.00	0.00	25,000.00	7,626.48	0.00	17,373.52
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 11/30/2020



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	70,000.00	1,499.00
A 5510.40	District Transportation		100,000.00	23,527.61	123,527.61	48,489.65	34,887.99	40,149.97
A 5510.45	District Transportation		55,000.00	7,999.58	62,999.58	12,088.62	1,084.41	49,826.55
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	204,314.09	110,926.40	307,511.51
A 5530.16	Garage Building		9,371.33	0.00	9,371.33	3,940.56	0.00	5,430.77
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	1,587.29	6,412.71	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	5,527.85	6,412.71	10,930.77
55		**	593,745.14	51,878.19	645,623.33	209,841.94	117,339.11	318,442.28
5		***	593,745.14	51,878.19	645,623.33	209,841.94	117,339.11	318,442.28
A 7140.16	Community Recreation		21,154.04	0.00	21,154.04	11,207.12	0.00	9,946.92
A 7140.40	Community Recreation		15,000.00	1,040.00	16,040.00	4,811.00	0.00	11,229.00
A 7140.45	Community Recreation		5,000.00	2,001.92	7,001.92	2,578.41	3,430.03	993.48
7140	RECREATION	*	41,154.04	3,041.92	44,195.96	18,596.53	3,430.03	22,169.40
71		**	41,154.04	3,041.92	44,195.96	18,596.53	3,430.03	22,169.40
7		***	41,154.04	3,041.92	44,195.96	18,596.53	3,430.03	22,169.40
A 9010.80	State Retirement		122,000.00	7,458.00	129,458.00	113,308.00	0.00	16,150.00
9010	STATE RETIREMENT	*	122,000.00	7,458.00	129,458.00	113,308.00	0.00	16,150.00
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	61,438.67	141,411.33	0.23
9030	SOCIAL SECURITY	*	192,500.00	10,350.23	202,850.23	61,438.67	141,411.33	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	451.20	0.00	548.80
9045	LIFE INSURANCE	*	1,000.00	0.00	1,000.00	451.20	0.00	548.80
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	374,158.54	456,105.51	43,183.99

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 11/30/2020



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9060	HOSPITAL, MEDICAL & DENTAL INS	*	807,240.00	66,208.04	873,448.04	374,158.54	456,105.51	43,183.99
90		**	1,382,740.00	84,016.27	1,466,756.27	549,356.41	597,516.84	319,883.02
9		***	1,382,740.00	84,016.27	1,466,756.27	549,356.41	597,516.84	319,883.02
Fund ATotals:			5,677,301.62	796,588.21	6,473,889.83	2,324,788.83	1,475,223.50	2,673,877.50
Grand Totals:			5,677,301.62	796,588.21	6,473,889.83	2,324,788.83	1,475,223.50	2,673,877.50

FIRE ISLAND UFSD

Revenue Status Report From 7/1/2019 To 11/30/2020



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	2,405.00	1,095.00
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	5,024.14	4,791.86
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	2,199.35	4,300.65
A 3101	Basic State Aid	256,322.00	0.00	256,322.00	19,975.95	236,346.05
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	5,634.65	-5,634.65
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	152,079.98	6,155,222.02
Grand Totals:		6,307,302.00	0.00	6,307,302.00	152,079.98	6,155,222.02

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
1971	☐	11/05/2019	1123	NYS INCOME TAX	TA 21	Trust & Agency Payment	5,078.96	0.00
Check Totals:							5,078.96	0.00
1972	☐	11/05/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	TA 18	Trust & Agency Payment	173.16	0.00
							98.16	0.00
							526.00	0.00
Check Totals:							797.32	0.00
1973	☐	11/05/2019	2076	FICA	TA 26	Trust & Agency Payment	5,128.41	0.00
							5,128.41	0.00
							1,426.61	0.00
							1,426.61	0.00
Check Totals:							13,110.04	0.00
1974	☐	11/05/2019	2910	Federal 941 Withholding	TA 22	Trust & Agency Payment	13,600.35	0.00
Check Totals:							13,600.35	0.00
1975	☐	11/05/2019	3228	Fire Island UFSD	TA 20.1	Trust & Agency Payment	965.86	0.00
Check Totals:							965.86	0.00
1976	☐	11/05/2019	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
1977	☐	11/05/2019	3453	Net Pay - Fire Island UFSD	TA 10	Trust & Agency Payment	66,809.41	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
Check Totals:							66,809.41	0.00
1978	☐	11/19/2019	1123	NYS INCOME TAX	TA 21	Trust & Agency Payment	5,061.45	0.00
Check Totals:							5,061.45	0.00
1979	☐	11/19/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	TA 18	Trust & Agency Payment	173.15	0.00
							98.16	0.00
							526.00	0.00
Check Totals:							797.31	0.00
1980	☐	11/19/2019	2076	FICA	TA 26	Trust & Agency Payment	4,856.99	0.00
							4,856.99	0.00
							1,418.26	0.00
							1,418.26	0.00
Check Totals:							12,550.50	0.00
1981	☐	11/19/2019	2910	Federal 941 Withholding	TA 22	Trust & Agency Payment	13,558.82	0.00
Check Totals:							13,558.82	0.00
1982	☐	11/19/2019	3228	Fire Island UFSD	TA 20.1	Trust & Agency Payment	965.86	0.00
Check Totals:							965.86	0.00
1983	☐	11/19/2019	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
1984	☐	11/19/2019	3453	Net Pay - Fire Island UFSD		Trust & Agency Payment		

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
						TA 10		66,571.57	0.00
Check Totals:								66,571.57	0.00
4507	☐	11/13/2019	1940	NYS UNITED TEACHERS		TA 24		551.70	0.00
						TA 24		0.00	0.00
Check Totals:								551.70	0.00
4856	☐	11/22/2019	2941	PAYROLL EXPENDITURE			Payroll Summary 11/22/2019		
				201920		A 1040.16		3,684.31	0.00
				201920		A 1240.15		7,730.90	0.00
				201920		A 1240.16		1,535.89	0.00
				201920		A 1310.15		4,703.71	0.00
				201920		A 1325.16		1,567.90	0.00
				201920		A 1620.16		5,507.61	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		1,080.00	0.00
				201920		A 5510.16		13,718.47	0.00
				201920		A 5530.16		328.38	0.00
				201920		A 7140.16		882.98	0.00
				201920		A 5510.16B		789.17	0.00
				201920		A 522		98,617.73	0.00
				201920		A 500		-98,617.73	0.00
				201920		A 521		0.00	0.00
				201920		A 821		0.00	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
Check Totals:						98,617.73	0.00
78855	☐	11/08/2019	2941	PAYROLL EXPENDITURE	Payroll Summary 11/8/2019		
				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	4,918.31	0.00
				201920	A 1621.16	3,331.06	0.00
				201920	A 2110.10	2,424.53	0.00
				201920	A 2110.12	35,461.49	0.00
				201920	A 2110.14	1,533.30	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	1,020.00	0.00
				201920	A 5510.16	13,685.14	0.00
				201920	A 5530.16	328.38	0.00
				201920	A 7140.16	1,033.67	0.00
				201920	A 5510.16B	663.22	0.00
				201920	A 522	99,194.50	0.00
				201920	A 500	-99,194.50	0.00
				201920	A 521	0.00	0.00
				201920	A 821	0.00	0.00
Check Totals:						99,194.50	0.00

Grand Totals: 406,769.14 0.00

Number of Cash Disbursements: 17

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1040.16	District Clerk	7,368.62	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 5: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation		Paid	Liquidated
				PO Number	Account			
	Account	Description				Total Expensed	Total Liquidated	
	A 1240.15	Central Administration				15,461.80	0.00	
	A 1240.16	Central Administration				2,920.53	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				10,425.92	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				70,586.17	0.00	
	A 2110.14	Teaching Regular School				2,017.50	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				2,100.00	0.00	
	A 500	Payroll Clearing				-197,812.23	0.00	
	A 521	Encumbrances				0.00	0.00	
	A 522	Expenditures				197,812.23	0.00	
	A 5510.16	District Transportation				27,403.61	0.00	
	A 5510.16B					1,452.39	0.00	
	A 5530.16	Garage Building				656.76	0.00	
	A 7140.16	Community Recreation				1,916.65	0.00	
	A 821	Reserve For Encumbrances				0.00	0.00	
					Fund A Totals:	197,812.23	0.00	
	TA 10	Consolidated Payroll				133,380.98	0.00	
	TA 18	State Retirement				1,594.63	0.00	
	TA 20.1	Group Health Insurance before				1,931.72	0.00	
	TA 21	NYS Income Tax				10,140.41	0.00	
	TA 22	Federal Income Tax				27,159.17	0.00	
	TA 24	Union Dues/F.I. Teachers Association				551.70	0.00	
	TA 26	FICA Liability				25,660.54	0.00	
	TA 29	Tax Sheltered Annuities				8,537.76	0.00	

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 5: Cash Disbursement

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

Account	Description	Total Expensed	Total Liquidated
Fund TA Totals:		208,956.91	0.00
Grand Totals:		406,769.14	0.00

General Ledger Summary Postings

Account	Description	Debits	Credits
TA 204	HSBC Checking	0.00	208,956.91

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28703	☐	11/07/2019	2734	ANN NILAND	3119	A 7140.45		375.00	375.00
Check Totals:								375.00	375.00
28704	☐	11/07/2019	2465	ANNA BAINBRIDGE	3179	A 2110.45		25.98	25.98
Check Totals:								25.98	25.98
28705	☐	11/07/2019	2947	Baldwin Automotive	3056	A 5510.40		757.00	757.00
				3056	A 5510.40			0.00	0.00
Check Totals:								757.00	757.00
28706	☐	11/07/2019	3897	Bang's Towing, Inc.	3057	A 5510.40		380.19	380.19
Check Totals:								380.19	380.19
28707	☐	11/07/2019	1999	Bank of America Business Card	3171	A 2110.45		59.40	59.40
				3039	A 1240.20			104.97	104.97
				3043	A 1660.45			109.34	109.34
				3045	A 7140.45			35.96	35.96
				3163	A 2110.45			219.03	219.03
				3038	A 2110.40			9.99	9.99
				3044	A 2630.40			14.99	14.99
				3046	A 1620.40			59.45	59.45
Check Totals:								613.13	613.13
28708	☐	11/07/2019	1029	BARNWELL HOUSE OF TIRES	3055	A 5510.40		185.75	185.75
Check Totals:								185.75	185.75
28709	☐	11/07/2019	3832	Benetech, Inc.					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					3023	A 1310.40		75.00	75.00
							Check Totals:	75.00	75.00
28710	☐	11/07/2019	3345	Blair Burke					
					3175	A 7140.40		30.00	30.00
							Check Totals:	30.00	30.00
28711	☐	11/07/2019	3898	Bytes of Learning, Inc.					
					3187	A 2630.45		650.00	650.00
							Check Totals:	650.00	650.00
28712	☐	11/07/2019	3603	CBIZ Valuation Group,LLC					
					2304	A 1320.40		1,180.00	1,180.00
							Check Totals:	1,180.00	1,180.00
28713	☐	11/07/2019	2296	CULLEN DANOWSKI					
					2035	A 1310.40		4,500.00	4,500.00
					3024	A 1310.40		3,000.00	3,000.00
							Check Totals:	7,500.00	7,500.00
28714	☐	11/07/2019	1144	EAST ISLIP LUMBER CO., INC.					
					3169	A 1621.20		196.56	196.56
							Check Totals:	196.56	196.56
28715	☐	11/07/2019	1835	EASTERN SUFFOLK BOCES					
					3076	A 1310.49		8,274.46	8,274.46
					3076	A 1430.49		2,745.00	2,745.00
					3076	A 1680.49		12,883.88	12,883.88
							Check Totals:	23,903.34	23,903.34
28716	☐	11/07/2019	1115	FIRE ISLAND BOTTLE GAS CORP.					
					3069	A 1620.40		154.98	154.98
							Check Totals:	154.98	154.98

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28717	☐	11/07/2019	1054	FIRE ISLAND FERRIES, INC.	3068	A 1620.40		233.55	233.55
Check Totals:								233.55	233.55
28718	☐	11/07/2019	2468	FIRST RELIANCE STANDARD LIFE INSUR.	3031	A 9060.80		6,049.26	6,049.26
Check Totals:								6,049.26	6,049.26
28719	☐	11/07/2019	3849	Follett School Solutions, Inc	3139	A 2610.40		338.51	338.51
					2398	A 2610.45		15.60	15.60
					2395	A 2610.40		34.69	34.69
					3139	A 2610.40		884.14	884.14
Check Totals:								1,272.94	1,272.94
28720	☐	11/07/2019	1245	GALAXIE COFFEE SERVICE	3070	A 1620.40		532.00	532.00
					3070	A 1620.40		0.00	0.00
					3070	A 1620.40		0.00	0.00
Check Totals:								532.00	532.00
28721	☐	11/07/2019	3208	Glove Nation	3180	A 2815.45		107.70	107.70
Check Totals:								107.70	107.70
28722	☐	11/07/2019	3074	GovConnection	3158	A 2110.45		1,158.54	1,158.54
					3158	A 2630.40		1,627.00	1,627.00
					3158	A 2630.45		212.00	212.00
					3158	A 2630.46		2,400.00	2,400.00
Check Totals:								5,397.54	5,397.54
28723	☐	11/07/2019	1718	GRAINGER					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					3160	A 1621.45		410.19	410.19
					3116	A 1621.45		684.16	684.16
					3160	A 1621.45		0.00	0.00
Check Totals:								1,094.35	1,094.35
28724	☐	11/07/2019	2507	GUERCIO AND GUERCIO					
					3014	A 1420.40		3,279.58	3,279.58
					3014	A 1420.40		0.00	0.00
Check Totals:								3,279.58	3,279.58
28725	☐	11/07/2019	3032	Hon Company					
					3137	A 1310.40		2,997.90	2,997.90
Check Totals:								2,997.90	2,997.90
28726	☐	11/07/2019	1023	I. JANVEY AND SONS, INC.					
					3161	A 1621.45		132.93	132.93
Check Totals:								132.93	132.93
28727	☐	11/07/2019	3156	Iron Mountain					
					3025	A 1460.40		395.20	395.20
Check Totals:								395.20	395.20
28728	☐	11/07/2019	1063	ISLIP BULLETIN					
					3164	A 1670.40		51.27	51.27
Check Totals:								51.27	51.27
28729	☐	11/07/2019	3799	Johnson Controls Security Solutions					
					2172	A 1621.40		525.00	525.00
Check Totals:								525.00	525.00
28730	☐	11/07/2019	1020	KING KULLEN GROCERY CO., INC.					
					3048	A 1620.40		7.87	7.87
Check Totals:								7.87	7.87

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28731	☐	11/07/2019	2679	LEARNER - CENTERED INITIATIVES	3026	A 2070.40		1,575.00	1,575.00
Check Totals:								1,575.00	1,575.00
28732	☐	11/07/2019	1064	LONG ISLAND ADVANCE	3165	A 1670.40		51.64	51.64
Check Totals:								51.64	51.64
28733	☐	11/07/2019	3066	MakeMusic, Inc.	3172	A 2110.40		70.00	70.00
Check Totals:								70.00	70.00
28734	☐	11/07/2019	2840	MUSIC And ARTS CENTER	2417	A 2110.20		280.00	280.00
Check Totals:								280.00	280.00
28735	☐	11/07/2019	2958	New York Labor Law Poster Serv	3162	A 1240.45		79.50	79.50
Check Totals:								79.50	79.50
28736	☐	11/07/2019	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
28737	☐	11/07/2019	3210	NYSAPERD	3176	A 1310.40		40.00	40.00
Check Totals:								40.00	40.00
28738	☐	11/07/2019	2813	PEST PRO EXTERMINATING COMPANY	3072	A 1620.40		95.00	95.00
Check Totals:								95.00	95.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28739	☐	11/07/2019	2308	POWER PRO SERVICE COMPANY, INC	3073	A 1620.40		713.61	713.61
Check Totals:								713.61	713.61
28740	☐	11/07/2019	3580	PSEG Long Island, LLC	3027	A 1620.40		1,169.93	1,169.93
					3028	A 5530.40		249.93	249.93
Check Totals:								1,419.86	1,419.86
28741	☐	11/07/2019	2628	ROCHERSTER 100	3170	A 2110.45		91.20	91.20
Check Totals:								91.20	91.20
28742	☐	11/07/2019	1083	SCHOLASTIC, INC.	3142	A 2110.45		497.48	497.48
Check Totals:								497.48	497.48
28743	☐	11/07/2019	2214	SCHOOL SPECIALTY	3032	A 1660.45		135.89	135.89
Check Totals:								135.89	135.89
28744	☐	11/07/2019	3185	SCMEA	3190	A 2110.40		25.00	25.00
Check Totals:								25.00	25.00
28745	☐	11/07/2019	2456	STAPLES Contract & Commercial	3033	A 1660.45		155.58	155.58
Check Totals:								155.58	155.58
28746	☐	11/07/2019	3351	Suffolk County Comm., Inc.	3059	A 5510.40		918.00	918.00
Check Totals:								918.00	918.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28747	☐	11/07/2019	2485	TOWN OF ISLIP	3060	A 5510.40		3,214.52	3,214.52
Check Totals:								3,214.52	3,214.52
28748	☐	11/07/2019	2111	Verizon	3049	A 1620.40		876.15	876.15
					3050	A 1620.40		60.14	60.14
Check Totals:								936.29	936.29
28749	☐	11/07/2019	2431	VERIZON WIRELESS	3051	A 1620.40		454.01	454.01
Check Totals:								454.01	454.01
28750	☐	11/07/2019	2906	William V. Macgill & Co.	3140	A 2815.20		485.23	485.23
Check Totals:								485.23	485.23
Grand Totals:								132,355.21	132,355.21

Number of Cash Disbursements: 48

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1240.20	Central Administration	104.97	104.97
A 1240.45	Central Administration	79.50	79.50
A 1310.40	Business Admin	10,612.90	10,612.90
A 1310.49	Business Administration	8,274.46	8,274.46
A 1320.40	Auditing	1,180.00	1,180.00
A 1420.40	Legal	3,279.58	3,279.58
A 1430.49	Personnel	2,745.00	2,745.00
A 1460.40	Records Management-Con Expenditure	395.20	395.20
A 1620.40	Operations Of Plant	4,356.69	4,356.69
A 1621.20	Maintenance Of Plant	196.56	196.56
A 1621.40	Maintenance Of Plant	525.00	525.00
A 1621.45	Maintenance Of Plant	1,227.28	1,227.28

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number	Account			
Account	Description	Total Expensed	Total Liquidated				
A 1660.45	Central Storeroom	400.81	400.81				
A 1670.40	Central printing & mailing	102.91	102.91				
A 1680.49	Central Data Processing	12,883.88	12,883.88				
A 2070.40	In-Service Training	1,575.00	1,575.00				
A 2110.20	Teaching Regular School	280.00	280.00				
A 2110.40	Teaching Regular School	104.99	104.99				
A 2110.45	Teaching Regular School	2,051.63	2,051.63				
A 2610.40	School Library	1,257.34	1,257.34				
A 2610.45	School Library	15.60	15.60				
A 2630.40	Computer Assisted Instruction	1,641.99	1,641.99				
A 2630.45	Computer Assisted Instruction	862.00	862.00				
A 2630.46	Computer Software	2,400.00	2,400.00				
A 2815.20	Health Services	485.23	485.23				
A 2815.45	Health Services	107.70	107.70				
A 5510.40	District Transportation	5,455.46	5,455.46				
A 5530.40	Garage Building	249.93	249.93				
A 7140.40	Connumity Recreation	30.00	30.00				
A 7140.45	Community Recreation	410.96	410.96				
A 9060.80	Hospital & Dental Insurance	69,062.64	69,062.64				
		Fund A Totals:	132,355.21	132,355.21			
		Grand Totals:	132,355.21	132,355.21			

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204	HSBC Checking	0.00	132,355.21
A 521	Encumbrances	0.00	132,355.21
A 522	Expenditures	132,355.21	0.00
A 821	Reserve For Encumbrances	132,355.21	0.00

FIRE ISLAND UFSD

Voided Checks Report For The Period 11/1/2019 - 11/30/2020



Check Number	Voided Date	Vendor ID	Vendor Name	Description	Voided Amount
28756	12/05/2019	1999	Bank of America Business Card	Voided During Printing	0.00
Total Voided Checks:			1	Grand Total:	0.00

2019/20 PROJECTED MONTHLY CASH FLOW

Fire Island UFSD

	Pre- startup	7/1/19	8/1/19	9/1/19	10/1/19	11/1/19	12/1/19	1/1/20	2/1/20	3/1/20	4/1/20	5/1/20	6/1/20	TOTAL
1. Cash On Hand														
[Beginning of month]	7,277,900	7,277,900	7,042,913	6,536,595	6,198,002	5,898,239								
3. Total Cash Receipts														
		47,208	30,951	35,235	34,557	25,478								-
4. Total Cash Available														
		7,325,108	7,073,864	6,571,830	6,232,559	5,923,717								
5. Cash Paid Out														
		282,195	537,269	373,828	334,320	339,381								
7. Cash Position														
[End of month]	0	7,042,913	6,536,595	6,198,002	5,898,239	5,584,336								

Fire Island School CASH Transfer Form

FM BT		General Ledger		
Date	Account and Description	From:	To:	Reason
12/10/19	General Fund Money Market (A205) 937623156	250,000.00		
12/10/19	General Fund Checking (A204) 937290947		250,000.00	12/10/19 Warrant
12/10/19	General Fund Money Market (A205) 937623156	300,000.00		
12/10/19	General Fund Checking (TA204) 937291374		300,000.00	1/3-1/17-1/31/2020 Payroll
		550,000.00	550,000.00	-
		Difference	-	

	A	B	C	D	E	F
1	December 10, 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	AIM Industrial Maintenance	Floors 21808	3063	\$325.00	\$325.00	28753
5	American Bankers, Inc	Garage Flood Ins Renewal	3198	\$6,640.00	\$6,640.00	28754
6	Baldwin Automotive	DOT Bus # 18 19-31920	3056	\$698.33	\$698.33	28755
7	Bank of America Credit Card	AT & T access and Data Plan	3039	\$174.95		
8		Amazon.com games/books	3042	\$325.79		
9		Halloweencostumes.com	3178	\$180.22		
10		Spirit Halloween-costume	3183	\$37.99		
11		Amazon.com-supplies	3043	\$37.11		
12		TeachersPay Teachers.com	2373	\$48.50		
13		Kidblog Inc.	3174	\$54.00		
14		Amazon.com-iphone cases	3191	\$44.11		
15		Spotify	3044	\$14.99		
16		Newsday Digital	3045	\$35.96		
17		Amazon.com -play props	3196	\$60.96		
18		Amazon.co-play props	3197	\$38.80		
19		Shoprite.com	3041	\$205.42	Void	28756
20		Brightwaters Deli	3173	\$340.00	\$1,598.80	28757
21	Benetech, Inc	Think HR 26863	3023	\$75.00	\$75.00	28765
22	Blackboard Inc.	Notification Services 1335319	3182	\$292.00	\$292.00	28766
23	Brennan Landscaping Co	Landscaping 1915	3064	\$2,085.00	\$2,085.00	28767
24	David Levenson	Spec. Ed Chairperson 60	3047	\$393.28	\$393.28	28768
25	Eastern Suffolk BOCES	Contracted Services C0348-20	3076	\$35,283.72	\$35,283.72	28769
26	Enviroscience Consultants	AHERA Insp. 29158	3188	\$750.00	\$750.00	28770
27	Fire Island Ferries, Inc.	Freight Charges F19-21088	3068	\$385.12	\$385.12	28759
28	Fire Island Bottled Gas	Fuel for Building 20950	3069	\$1,130.62	\$1,130.62	28758

	A	B	C	D	E	F
1	December 10, 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	Follett School Solutions	Library books 552089F	3139	\$64.67		
30		Library Books 48231FF	2395	\$43.95	\$108.62	28760
31	Galaxie Coffee Service	Supplies 897648	3070	\$77.15		
32		Supplies 898133	3070	\$58.85		
33		Supplies 898855	3070	\$158.75	\$294.75	28761
34	Global Industrial Equipment	Supplies 115176358	3159	\$131.14	\$131.14	28762
35	Gov Connection	Wireless printer server 57255270	3186	\$72.42	\$72.42	28763
36	Grainger	Supplies 9356675281	3194	\$372.19		
37		Supplies 9365800680	3200	\$60.20	\$432.39	28764
38	Great South Bay YMCA	Fall Swim Session I	3006	\$4,000.00	\$4,000.00	28771
39	Guercio and Guercio, LLP	Retainer Nov.2019	3014	\$2,833.33		
40		Gen Matters Nov 13, 2019	3014	\$51.00	\$2,884.33	28772
41	Iron Mountain	Records Retention CDXG514	3025	\$395.20	\$395.20	28773
42	King Kullen	Groceries 193161484771	3048	\$10.22		
43		Groceries 193221401161	3048	\$7.77		
44		Groceries 193301424231	3048	\$6.83		
45		Groceries 193381447441	3048	\$7.87	\$32.69	28774
46	Music and Arts Center	Instrument repair INV020072125	3126	\$172.50	\$172.50	28775
47	Musician's Friend	Supplies ARINV50654296	3177	\$33.97	\$33.97	28776
48	National Life Ins. Company	Life Ins. Superintendent 2461244	3208	\$451.20	\$451.20	28777
49	Nickerson Co.	Furniture 022929	3111	\$572.76	\$572.76	28779
50	Newsela	License 00054402	3155	\$128.00	\$128.00	28778
51	NYS Emp. Health Ins. Pending A/C	Health Insurance 546	3030	\$63,013.38	\$63,013.38	28780
52	NYS Employees Retirement System	2020 Pension contr. ACH wire payment	3193	\$113,308.00	\$113,308.00	28781
53	Pest Pro Exterminating	Pest Control 15513	3072	\$95.00	\$95.00	28782
54	PSEG	Electric for Main Building 11/19/19	3027	\$1,224.34		

	A	B	C	D	E	F
1	December 10, 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		Electric for Garage 11/19/19	3028	\$494.21	\$1,718.55	28783
56	School Specialty	Games for recess 208124244633	3032	\$79.41	\$79.41	28784
57	Staples Business Advantage	Supplies 3430962098	3033	\$156.35	\$156.35	28786
58	SCSSA (Suffolk County School Sup't Assoc	Dues 2019-2020	3206	\$500.00	\$500.00	28785
59	Suffolk Printing	Winter 2020 Adult Ed Flyers	3201	\$250.00	\$250.00	28794
60	Suffolk Printing	Address Envelopes 3192	3192	\$407.50	\$407.50	28787
61	Time For Kids	Magazine Subscription K.McNulty	2416	\$74.25		
62		Magazine Subscription M.Appell	2409	\$49.50	\$123.75	28788
63	Town of Islip	Fuel for Buses 90146	3060	\$3,140.25	\$3,140.25	28789
64	Verizon	Phone and Communication 11/19/19	3049	\$871.11	\$871.11	28790
65	Verizon Wireless	Cell Phone Service 9842699329	3051	\$425.61	\$425.61	28791
66	Windstream Communications	Long distance phone Oct/Nov.2019	3052	\$0.63	\$0.63	28792
67	Zonar	Battery Packs SI432083	3156	\$335.50	\$335.50	28793
68		General Fund Total		\$243,791.88	\$243,791.88	

FIRE ISLAND UFSD



Check Warrant Report For A - 7: Cash Disbursement For Dates 12/1/2019 - 12/31/2019

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
28753	12/05/2019	2981	Advanced Industrial Maintenanc	3063	325.00
28754	12/05/2019	1169	AMERICAN BANKERS INS. CO.	3198	6,640.00
28755	12/05/2019	2947	Baldwin Automotive	3056	698.33
28756	12/05/2019	1999	**CONTINUED** Bank of America Business Card		0.00
28757	12/05/2019	1999	Bank of America Business Card	3191	1,598.80
28758	12/05/2019	1115	FIRE ISLAND BOTTLE GAS CORP.	3069	1,130.62
28759	12/05/2019	1054	FIRE ISLAND FERRIES, INC.	3068	385.12
28760	12/05/2019	3849	Follett School Solutions, Inc	2395	108.62
28761	12/05/2019	1245	GALAXIE COFFEE SERVICE	3070	294.75
28762	12/05/2019	2839	GLOBAL INDUSTRIAL EQUIPMENT	3159	131.14
28763	12/05/2019	3074	GovConnection	3186	72.42
28764	12/05/2019	1718	GRAINGER	3200	432.39
28765	12/05/2019	3832	Benetech, Inc.	3023	75.00
28766	12/05/2019	3574	Blackboard Inc.	3182	292.00
28767	12/05/2019	3830	Brennan Landscaping Co.	3064	2,085.00
28768	12/05/2019	3282	David A. Levenson	3047	393.28
28769	12/05/2019	1835	EASTERN SUFFOLK BOCES	3076	35,283.72
28770	12/05/2019	2870	ENVIROSCIENCE CONSULTANTS	3188	750.00
28771	12/05/2019	1750	GREAT SOUTH BAY YMCA	3006	4,000.00
28772	12/05/2019	2507	GUERCIO AND GUERCIO	3014	2,884.33
28773	12/05/2019	3156	Iron Mountain	3025	395.20
28774	12/05/2019	1020	KING KULLEN GROCERY CO., INC.	3048	32.69
28775	12/05/2019	2840	MUSIC And ARTS CENTER	3126	172.50
28776	12/05/2019	2869	MUSICIAN'S FRIEND	3177	33.97
28777	12/05/2019	2451	NATIONAL LIFE INSURANCE COMPANY	3208	451.20
28778	12/05/2019	3777	Newsela	3155	128.00
28779	12/05/2019	3787	Nickerson Corporation	3111	572.76
28780	12/05/2019	1119	NYS EMP. HEALTH INS PENDING A/	3030	63,013.38
28781	12/05/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	3193	113,308.00
28782	12/05/2019	2813	PEST PRO EXTERMINATING COMPANY	3072	95.00
28783	12/05/2019	3580	PSEG Long Island, LLC	3028	1,718.55
28784	12/05/2019	2214	SCHOOL SPECIALTY	3032	79.41
28785	12/05/2019	1233	SCSSA	3206	500.00
28786	12/05/2019	2456	STAPLES Contract & Commercial	3033	156.35
28787	12/05/2019	3309	Suffolk Printing	3192	407.50
28788	12/05/2019	2380	TIME FOR KIDS	2409	123.75
28789	12/05/2019	2485	TOWN OF ISLIP	3060	3,140.25
28790	12/05/2019	2111	Verizon	3049	871.11
28791	12/05/2019	2431	VERIZON WIRELESS	3051	425.61
28792	12/05/2019	3814	Windstream Communications, Inc	3052	0.63
28793	12/05/2019	3012	Zonar System, Inc	3156	335.50
28794	12/05/2019	3309	Suffolk Printing	3201	250.00

FIRE ISLAND UFSD

Check Warrant Report For A - 7: Cash Disbursement For Dates 12/1/2019 - 12/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
Number of Transactions: 42				Warrant Total:	243,791.88
				Vendor Portion:	243,791.88

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



Fire Island Union Free School District

P.O. Box 428, Ocean Beach, NY 11770-0428

Ph: (631) 583-5626 Fax: (631) 583-5167

www.fi.k12.ny.us

Loretta M. Ferraro, Superintendent
Board of Education

Jay Lippert, President

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Amy Wood

December 5, 2019

Dear Fire Island School Board Members,

As you get ready to discuss whether or not to send a letter in support or not in support of the New York State proposed Bill number S298B requiring the mandatory immunization against human papillomavirus (HPV), I wanted to add my professional position. As a nurse practitioner with over 43 years of nursing experience, I find the science is solid and ten years later evidence supports the safety and effectiveness of HPV vaccines.

Supporting the HPV vaccination requirement for school entry is a positive step forward that will protect the greater public health by increasing Herd Immunity and preventing HPV -related morbidity and mortality. Is it vital to understand the many challengers we have as a medical community in helping patients and parents understand why this vaccine is important. The fear many parents have about this vaccine is not rooted in the science but in their challenge to parental rights. I get that. However, parental barriers to acceptance keeps us rooted in our fears and prevents us from moving forward in better health. Another fear is that the HPV has a sexual foundation and parents may have difficulty accepting the preventive role of the vaccine before their children become sexually active. I get that also. The effectiveness of the HPV vaccine works before a child becomes sexually active. That is why this mandate is so vital.

I will remain on the frontline in supporting the benefits of HPV vaccination. It is in this effort I respectfully submit my position on this important public health issue.

Sincerely,

Janet LaViolette FNP-BC
Director of School Health Services

VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS EXEMPTION

WHEREAS, the Board of Education acknowledges the service to the community provided by resident volunteer firefighters and ambulance workers, and,

WHEREAS, Section 466-c of the New York State Real Property Tax Law, as added by Chapter 450 of the laws of 2002, grants to Boards of Education of school districts the option of declaring certain volunteer firefighters and ambulance workers "...exempt from taxation to the extent of ten (10) percent of the assessed value of such property..."; and,

WHEREAS, the New York State Legislature, pursuant to Chapter 9 of the Laws of 2004, amended subdivisions 1 and 2 of Section 466-c to eliminate a cap on the amount of tax exemption available, effective January 1, 2005; and,

WHEREAS, in 2005 the Town of Brookhaven adopted Local Law 9 that eliminates the cap on real property tax exemptions for qualified volunteer firefighters and ambulance workers; and,

WHEREAS, the Board of Education has held a public hearing on December 10, 2019 to discuss this matter in public session, and engaged public comment,

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of the Fire Island Union Free School District hereby approves the granting of the Volunteer Firefighters and Ambulance Workers property tax exemption, pursuant to the Real Property Tax Law, Section 466-c and Town of Brookhaven Local Law 9 of 2005.

LIMITED INCOME DISABILITY TAX EMEMPTION

WHEREAS, the Town of Brookhaven has advised the District of the Board's authority to provide for the partial exemption from real property taxation for limited income disability residents in accordance with graduate maximum income exemption eligibility levels (sliding scale). Now, therefore, upon recommendation of the Superintendent of Schools, it is resolved that real property owned by disabled persons with limited income, as set forth in the following schedules, shall be exempt from taxes levied by or on behalf of the Fire Island School District to the extent hereinafter set forth, subject to the applicable conditions and provisions of the Real Property Tax Law of the State of New York and subject to the rules, regulations and income limits adopted by the Town of Brookhaven, Suffolk County, New York.

WHEREAS, a public hearing for the purpose of considering the amendment to implement these provisions has been duly called and held on December 10, 2019 it is resolved as follows:

1. The income of the owner or the combined income of the owners for the calendar year prior to the date that application is filed shall determine the percentage of assessed valuation which is exempt from taxation, in accordance with the following maximum schedule:

Tax Year – 2020

Annual Income	Percentage of Assessed Valuation Exempt from Taxation
Less than \$29,000	50%
More than \$29,000, but less than \$30,000	45%
More than \$30,000, but less than \$31,000	40%
More than \$31,000, but less than \$32,000	35%
More than \$32,000, but less than \$32,900	30%
More than \$32,900, but less than \$33,800	25%
More than \$33,800, but less than \$34,700	20%
More than \$34,700, but less than \$35,600	15%
More than \$35,600, but less than \$36,500	10%
More than \$36,500, but less than \$37,400	5%

SENIOR CITIZEN PROPERTY TAX EXEMPTION

WHEREAS, Chapter 186 of the Laws of 2006, Amended Section 467, of the Real Property Tax Law so as to provide that the partial exemption from real property taxation for senior citizens shall henceforth be determined in accordance with the graduate maximum income exemption eligibility level (sliding scale). Now, therefore, upon recommendation of the Superintendent of Schools, it is resolved that real property owned by persons 65 years of age or over shall be exempt from taxes levied by or on behalf of Fire Island School District to the extent hereinafter set forth, subject to the conditions and provisions of §467 of the Real Property Tax Law of the State of New York and subject to the rules, regulations and income limits adopted by the Towns of Islip and Brookhaven, Suffolk County, New York.

WHEREAS, a public hearing for the purpose of considering the amendment to implement the provisions of Chapter 186, Laws of 2006, has been duly called and held on December 10, 2019, it is resolved as follows:

1. The income of the owner or the combined income of the owners for the calendar year prior to the date that application is filed shall determine the percentage of assessed valuation which is exempt from taxation, in accordance with the following maximum schedule:

Tax Year – 2020

<u>Annual Income</u>	<u>Percentage of Assessed Valuation Exempt from Taxation</u>
Less than \$29,000	50%
More than \$29,00, but less than \$30,000	45%
\$30,000 or more, but less than \$31,000	40%
\$31,000 or more, but less than \$32,000	35%
\$32,000 or more, but less than \$32,900	30%
\$32,900 or more, but less than \$33,800	25%
\$33,800 or more, but less than \$34,700	20%
\$34,700 or more, but less than \$35,600	15%
\$35,600 or more, but less than \$36,500	10%
\$36,500 or more, but less than \$37,400	5%

2. It is further resolved that all the Provisions of §467 of the Real Property Tax Law as amended shall apply.
3. This resolution shall take effect at the earliest date permitted by law.

IT IS FURTHER RESOLVED, that the Board of Education of the Fire Island School District, Towns of Islip and Brookhaven, County of Suffolk, reserves the right to rescind or amend this resolution provided same is done subsequent to a public hearing.

HARDSHIP AND ELIGIBILITY AMENDMENTS TO
THE Fire Island Union Free School District
403(b) RETIREMENT PLAN

WHEREAS, the Fire Island Union Free School District ("Plan Sponsor") maintains the Fire Island Union Free School District 403(b) Retirement Plan ("Plan"); and

WHEREAS, pursuant to Rev. Procs. 2013-22 and 2019-39, and IRS Notice 2018-95, the Plan Sponsor amends the plan documents in a good faith effort to meet the requirements of law, regulations or other issuances regarding eligibility requirements and hardship distributions; and

WHEREAS, this amendment is intended as a good faith effort to comply with the requirements of eligibility to participate in the Plan and hardship distribution final regulations and is to be construed in accordance with the same. Both the Amendment and the eligibility and hardship distribution final regulations will supersede any inconsistent Plan provisions;

NOW, THEREFORE, BE IT RESOLVED that the "Note" provisions set forth in the Adoption Agreement, "Employee Eligibility" is hereby restated and amended to read as follows:

[Note: An Employee normally works fewer than 20 hours per week if, for the 12-month period beginning on the date the Employee's employment commenced, the Employer reasonably expects the Employee to work fewer than 1,000 hours of service (as defined under section 410(a)(3)(C) of the Code) in such period, and, for each Plan Year ending after the close of that 12-month period, the Employee has worked fewer than 1,000 hours of service in the preceding 12-month period. Under this provision, an Employee who works 1,000 or more hours of service in the 12-month period beginning on the date the Employee's employment commenced or in a Plan Year ending after the close of that 12-month period shall then be eligible to participate in the Plan. Once an Employee becomes eligible to have Elective Deferrals made on his or her behalf under the Plan under this standard, the Employee cannot be excluded from eligibility to have Elective Deferrals made on his or her behalf in any later year under this standard. Careful attention must be paid to compliance with the 20-hour rule by the District as it is necessary to the tax-qualification of the Plan.]

[Note: Persons occupying an elected or appointive public office are not eligible for the Plan unless such office is one to which the individual is elected or appointed only if the individual has received training, or is experienced, in the field of education.]

BE IT FURTHER RESOLVED that the "Note" provision set forth in the Adoption Agreement, "Hardship Distributions" is hereby restated and amended to read as follows:

[Note: if hardship distributions under the Plan are allowed, the Plan and Vendors will apply the IRS "safe harbor" rules for such distributions. Effective 1/1/2020, the plan will no longer suspend elective contributions following a hardship withdrawal. See section 5.5 of the Plan for more information.]

BE IT FURTHER RESOLVED that section 5.5 of the Basic Plan Document, "Hardship Withdrawals" is hereby restated and amended to read as follows:

5.5 Hardship Withdrawals

(a) Hardship withdrawals shall be permitted under the Plan to the extent permitted by the Individual Agreements controlling the Account assets to be withdrawn to satisfy the hardship.

(b) The Individual Agreements shall provide for the exchange of information among the Employer or Employer's agent and the Service Provider(s) to the extent necessary to implement the Individual Agreements, including, in the case of a hardship withdrawal that is automatically deemed to be necessary to satisfy the Participant's financial need (pursuant to Section 1.401(k)-1(d)(3)(iv)(E) of the Income Tax Regulations). In addition, in the case of a hardship withdrawal that is not automatically deemed to be

necessary to satisfy the financial need (pursuant to Section 1.401(k)-1(d)(3)(iii)(B) of the Income Tax Regulations), the Service Provider shall obtain information from the Employer or other Service Provider(s) to determine the amount of any plan loans and rollover accounts that are available to the Participant under the Plan to satisfy the financial need.

(c) Safe Harbor Contributions/QNECs/QMACs. Effective 1/1/2020, hardship distributions are permitted from Qualified Non-Elective Contributions, Qualified Matching Contributions or contributions used to satisfy the safe harbor requirements of Code sections 401(k)(12) or 401(k)(13), or 401(m)(11) or 401(m)(12), if available under the Plan and not held in a Custodial Account.

(d) Amount Necessary to Satisfy Need Requirement. Effective 1/1/2020, a distribution will be determined to satisfy an immediate and heavy financial need only if the three criteria listed below are met:

i. The distribution is not in excess of the amount required to satisfy the financial need (including any amounts necessary to pay any federal, state or local income taxes or penalties reasonably anticipated to result from the distribution);

ii. The Participant has obtained all other currently available distributions, other than hardship distributions, under any deferred compensation plan, whether qualified or nonqualified, maintained by the Employer; and

iii. The Participant has represented (in writing or by an electronic medium) that he has insufficient cash or other liquid assets to satisfy the financial need.

(e) Six-Month Suspension. Effective 1/1/2020, the Plan will not initiate a six-month suspension period on Elective Deferrals (and after-tax contributions) following a hardship distribution.

(f) Loan Requirement. Effective 1/1/2020, Participants are not required to take all available nontaxable loans before applying for a hardship distribution.

(g) Modification of Repair Expense. Between 1/1/18 and 2/17/19, the plan modified the safe harbor immediate and heavy financial need expense relating to damage to a principal residence (i.e., §1.401(k)-1(d)(3)(iii)(B)(6) and Basic Plan Document 5.5(g)) to include expenses for the repair of damage to the Employee's principal residence that would qualify for the casualty deduction under Code section 165. Effective 2/19/19, the plan modified the safe harbor immediate and heavy financial need expense relating to damage to a principal residence (i.e., §1.401(k)-1(d)(3)(iii)(B)(6)) to include expenses for the repair of damage to the Employee's principal residence that would qualify for the casualty deduction under Code section 165 (determined without regard to section 165(h)(5) and whether the loss exceeds 10% of adjusted gross income).

(h) New Safe Harbor Financial Need Provision. Effective 1/1/2020, the following immediate and heavy financial need will be considered as a safe harbor criteria for hardship distributions in addition to the safe harbor financial need provisions outlined in 5.5(g) of the Basic Plan Document and §1.401(k) - 1(d)(3)(iii)(B):

i. Expenses and losses (including loss of income) incurred by the Employee on account of a disaster declared by the Federal Emergency Management Agency (FEMA) under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, provided that the Employee's principal residence or principal place of employment at the time of the disaster was located in an area designated by FEMA for individual assistance with respect to the disaster.

BE IT FURTHER RESOLVED that the Plan, as restated and amended is hereby approved and adopted.

IN WITNESS WHEREOF, the Plan Sponsor has caused this Resolution and Amendment to be adopted this ____ day of _____, 2019.

Fire Island Union Free School District

By: _____

Fire Island Union Free School District

Response to Intervention / Academic Intervention Service Plan

2019/2020 School Year

BOARD OF EDUCATION

Jay Lippert, President
Vernon Henriksen, Vice President

Trustees
Lisa Kaufman
Linda Nowachek
Judi Phelan
Kathleen Skelly-Kurka
Amy Wood

ADMINISTRATION

Loretta M. Ferraro, Superintendent
Kevin Wurtz, School Business Official

INTRODUCTION

The Fire Island School District strives to meet the individual learning needs of each child through a rigorous yet differentiated academic program. At times, however, some students demonstrate a need for additional support in order to meet the Common Core Learning Standards (CCLS) in English Language Arts, Mathematics, Science, and Social Studies. As a result, the District provides targeted academic support through a collaborative process to help students succeed. The following plan outlines the **Response to Intervention (RtI)** and **Academic Intervention Services (AIS)** provided by the Fire Island School District as required by the NYS Commissioner's regulations, 100.2.: ii and ee. Students receive RtI /AIS Intervention Services in English Language Arts, Mathematics, Science, and Social Studies when they are at risk of meeting grade level Common Core Learning Standards (CCLS). It is important to keep in mind that RtI / AIS services are meant to **supplement, not supplant** the core curriculum. *For example, a Tier 3 intervention such as Wilson Reading System could not supplant an English Language Arts core curriculum program for a student, which if done, would deprive the student of core instruction and would be in violation of state regulations.*

WHAT IS RESPONSE TO INTERVENTION (RtI)?

Effective July 1, 2012 all school districts in NYS must have a Response to Intervention (RtI) program in place as part of its evaluation process to determine if a student in K-6 is a student with a learning disability in the area of reading and mathematics. The **decision as to whether a student has a learning disability must be based on extensive and accurate information** that leads to the determination that the student's learning difficulties are not the result of the instructional program or approach. RtI is an effective and instructionally relevant process to inform these decisions.

WHAT IS ACADEMIC INTERVENTION SERVICES (AIS)?

Academic Intervention Service (AIS) provides additional instruction, which **supplements** the instruction provided in the general curriculum and assists students in meeting grade-level CCLA. AIS is intended to assist students who are at risk of not achieving grade-level CCLS in English Language Arts, Mathematics, Social Studies, or Science, or who are at risk of not gaining the knowledge and skills needed to meet or exceed designated performance levels on state assessments. **AIS shall be made available to English Language Learners and students with disabilities.** In the case of AIS being provided to students with disabilities, services will be provided on the same basis as those provide to non-disabled students, **as long as those services are consistent with the student's** individualized education program. The two components of AIS services include **curricular instructional support** as well as **student support, such as guidance and social-emotional learning**. The focus is providing direct support to the regular classroom program while meeting the individual needs of the students. In accordance, the intensity of these services varies as well.

RESPONSE TO INTERVENT (RtI) IN LIEU OF ACADEMIC INTERVENTION SERVICES (AIS)

Fire Island UFSD - RtI /AIS PLAN
2019-2020

Regulations allow district to provide a Response to Intervention (RtI) program in lieu of Academic Intervention Services (AIS) provided that:

- The RtI program meets state requirements
- Is made available at the grade levels and subjects areas (reading/math) for which students are identified as eligible for AIS; and
- All students who are otherwise eligible for AIS shall be provided such AIS services if they are not enrolled in the RtI program.

THE FIRE ISLAND SCHOOL DISTRICT PROVIDES RESPONSE TO INTERVENTION (RtI) IN LIEU OF ACADEMIC INTERVENTION SERVICES (AIS).

In July 2016, the Board of Regents adopted revisions to Part 100 of the Commissioner's Regulations which require districts to provide Academic Intervention Services to students scoring below the state designated performance level on state assessments and/or who may be at risk of not achieving the New York State learning standards.

Academic Intervention Services (AIS) (CR100.2) are services designed to assist students to achieve the New York State learning standards in English Language Arts and mathematics in grades k-12, and science in grades 4-12. These services are provided to students as follows:

- Additional instruction that supplements the regular classroom instruction and /or
- Student support services needed to improve academic performance

Eligibility for Academic Intervention Services/Response to Intervention: Commissioner's Regulations 100.2 (ee). Students eligible for AIS or RtI, including those with disabilities and/or limited English proficiency will be determined by following a two-step process based on multiple measures.

- Push-in / pull-out instruction
- Small group
- After school

As determined by the building professionals, additional Academic Intervention and Response to Intervention Services may be provided to any student individually or in small groups. These additional services include:

- Counseling services
- Speech services
- Support with attendance issues

Students may receive one or a combination of the services outlined. In each situation, student progress is monitored. This information will be tracked as students move from one level to the next. Throughout the process, the schools will regularly communicate with parents.

Fire Island UFSD - RtI /AIS PLAN
2019-2020

RESPONSE TO INTERVENTION AND ACADEMIC INTERVENTION SERVICES PLAN

The following Response to Intervention and Academic Intervention Services Plan is designed to support students in meeting the New York State learning Standards.

Criteria for Eligibility in Grades 1 – 3:

- Classroom performance and /or teacher recommendation.
- Performance on AIMSweb

***Once a student is suspected of needing RTI, the teacher must request a SST meeting where the progress monitoring tool will be decided upon. Targeted intervention and progress monitoring must be frequent and ongoing for 10 weeks before deciding if Tier 2 is warranted. Tier 2 eligibility will be decided upon at a follow up SST at the conclusion of the 10 weeks.

Criteria for Eligibility in Grades 4-6: (MUST USED A TWO TIERED APPROACH)

STEP ONE: Designated performance levels on elementary, intermediate, and commencement level State assessments in English language arts, mathematics, and science

STUDENT SCORE ON STATE ASSESSMENT	ACTION
Level 3 or higher	AIS / RtI not required
At or above the NYSED designated cut off score but below a level 3	Shall be considered for AIS / RtI through a team meeting approach
Below the NYSED designated cut off scale score	Shall be considered for AIS / RtI through a team meeting approach
**Those students in grades K-3 at risk of not meeting State standards	Shall be considered for AIS / RtI through a team meeting approach

STEP TWO: Performance on multiple measures (may include one or more measure)

STUDENT SCORE ON ASSESSMENT	ACTION
AIMSweb benchmarking	Shall be considered for AIS /RtI through a team meeting approach
New York State English as a Second Language Achievement Test (NYSESLAT)	Shall be considered for AIS /RtI through a team meeting approach
Benchmark and lesson embedded assessments for reading and mathematics in grades K-6 based on teacher designed and selected assessments	Shall be considered for AIS /RtI through a team meeting approach
Results of psycho-educational, behavioral or social-emotional screening tools, teacher or clinician observational data, anecdotal data, and/or teacher/parent interview	Shall be considered for AIS /RtI through a team meeting approach

***Teacher must bring student to SST where determination of eligibility will be determined.
Progress monitoring tool will be decided at the eligibility meeting.

Fire Island UFSD - RtI /AIS PLAN
2019-2020

Implementing RtI/AIS with LEP/ELL students:

- Personnel with TESOL and bilingual certifications are members of the SST and present when discussing LEP/ELL students.
- ENL is an integral part of core instruction for all LEP/ELL students, not an “intensive intervention” or additional tier in the RtI process.
- Evidence-based practices/interventions shown to be effective and validated for LEP/ELL students are used.

Exit Criteria:

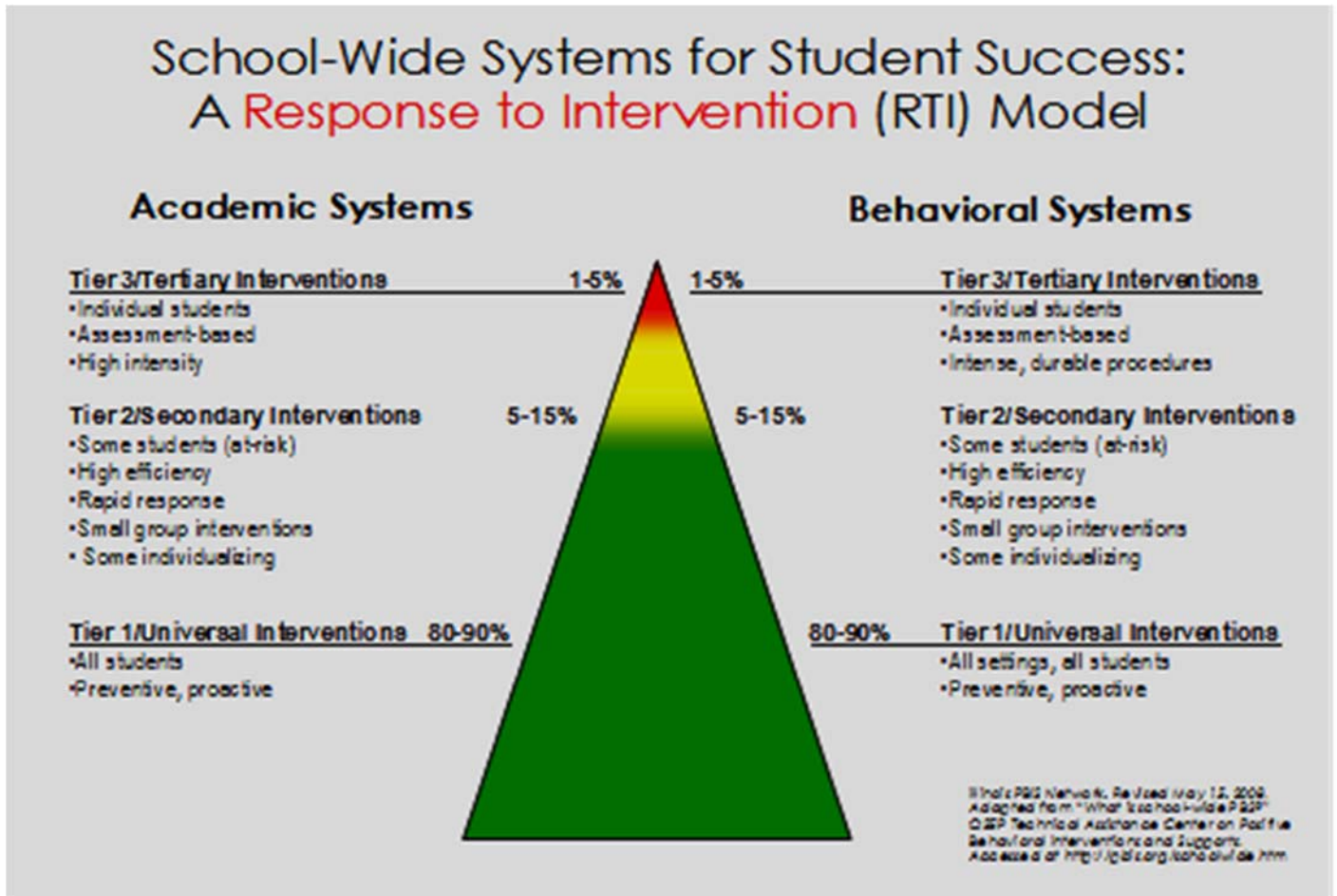
The student will be exited from the program if the following criteria are satisfied:

- Student exceeds the median scale score on the NYS Assessments
- Student no longer is thought to be at-risk for not meeting state standards based on teacher and/or clinician screening tools, and teacher designed and selected assessments.

Parent Notification:

- When a student has been identified for RtI services, the parent(s) or guardian(s) is notified in writing by the school that his/her child will be receiving academic intervention services and includes all required information and is provided in the language the parent understands.
- General information about the RtI process is provided to parents to indicate
 - commencement of services;
 - amount and type of student performance data that will be collected and the general services that will be provided;
 - strategies for increasing student’s rate of learning;
 - progress reports;
 - change in RtI/AIS services
 - Discontinuance of RtI /AIS services; and
 - a parent’s right to request an evaluation for special education programs and/or services.
- To meet with the requirement for ongoing parental involvement, the school will provide parent(s) or guardian(s) with:
 - Opportunities, once each trimester, for consultation with the student’s regular classroom teacher and other professional staff providing academic intervention services
 - Progress reports during the regular school year on the student’s progress
 - Information on ways parents can support and monitor their child’s academic progress.

RESPONSE TO INTERVENTION MODEL



DURATION WITHIN EACH TIER:

Tier 1: Universal Intervention:

All students receive effective, research-validated instruction in the general education setting. Student progress is monitored on a weekly basis.

Who receives instruction?	All students
Amount of daily instruction	At least 90 minutes
When is instruction provided	During core reading time
Duration of instruction	Entire school year
How instruction is implemented	Flexible grouping
Frequency of progress monitoring	At least one time every 1-2 weeks
Who provides instruction?	General education teacher
Where students are served?	General education classroom

Tier 2: Secondary Interventions

This tier of RtI usually involves more intensive targeted interventions and frequent monitoring.

Who receives instruction?	Students who are not making progress with Tier I
Amount of additional instruction	30 – 60 minutes 1 – 3 times per week
When is instruction provided	Outside of the core curriculum blocks
Duration of instruction	10-12 weeks
How is instruction delivered	Teacher student ratio 1:3
Frequency of progress monitoring	At least one time every 1-2 weeks
Who provides instruction?	General education teacher/support staff
Where are students served?	Within or outside of general education classroom

Tier 3: Tertiary Interventions

Students who fail to demonstrate adequate reading progress during Tier 2's targeted instruction will receive Tier 3 intervention. This level of intervention usually involves individualized instruction and frequent monitoring.

Who receives instruction?	Students not making adequate progress with Tier 2 intervention
Amount of daily instruction	May vary by age; from 30-60 minutes per day
When is instruction provided	During school hours (outside of core curriculum blocks) or after school
Duration of instruction	Varies by individual (no less than 10 weeks)
How instruction is implemented	Teacher/student ratio 1:3
Frequency of progress monitoring	At least one time every 1-2 weeks
Who provides instruction/	Reading specialist Special Education Teacher/Support Staff
Where students are served?	Generally outside the general education classroom. This can, but does not always, include special education

Fire Island UFSD - RtI /AIS PLAN
2019-2020



Fire Island Union Free School District

P.O. Box 428, Ocean Beach, NY 11770-0428

Ph: (631) 583-5626 Fax: (631) 583-5167

www.fi.k12.ny.us

Loretta M. Ferraro, Superintendent
Board of Education

Jay Lippert, President

Vernon Henriksen, Vice President

Lisa Kaufman

Judi Phelan

Linda Nowachek

Kathleen Skelly-Kurka

Amy Wood

DATE

Dear **NAME**,

Response to Intervention (RtI) is a multi-tiered early prevention system designed to improve outcomes for all students. Intervention is offered to students who are at risk of not achieving the state designated performance level on future assessments.

The following criteria were used to determine that services are required:

The following services will be provided:

Tier **X** Support

We believe that RtI intervention services are necessary to assist your child, **STUDENT**, to successfully master New York State Common Core learning standards and demonstrate such knowledge on future NYS assessments.

Please sign one copy of this letter and return it to school with your child.

Sincerely,

Superintendent

I acknowledge that I have received notification of the RtI services being provided to my child, **NAME**

Signature of Parent: _____

Date: _____

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Student Name: _____ Grade: _____ Year: _____		
Teacher Providing Service: _____		
Area of Support: _____		
Key: C = Demonstrates Competency I = Is Improving N = Needs to Improve		
<u>Goal:</u>	Trimester	
		<u>Comments:</u>
		<u>Comments:</u>
		<u>Comments:</u>
		<u>Comments:</u>

SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION

The District values the protection of private information of individuals in accordance with applicable law and regulations. The District is required to notify affected individuals when there has been or is reasonably believed to have been a compromise of the individual's private information in compliance with the Information Security Breach and Notification Act and Board policy.

- a) ~~***~~"Personal information" means any information concerning a person which, because of name, number, symbol, mark, or other identifier, can be used to identify that person.
- ~~a~~b) "Private information" means either:
 - 1. ~~***p~~Personal information consisting of any information in combination with any one or more of the following data elements, when either the data element or the combination of personal information ~~or~~plus the data element is not encrypted or encrypted with an encryption key that has also been accessed or acquired:
 - ~~1~~(a) Social security number;
 - ~~2~~(b) Driver's license number or non-driver identification card number; ~~or~~
 - ~~3~~(c) Account number, credit or debit card number, in combination with any required security code, access code, ~~or~~ password, or other information which would permit access to an individual's financial account;
 - (d) Account number, or credit or debit card number, if circumstances exist where the number could be used to access an individual's financial account without additional identifying information, security code, access code, or password; or
 - (e) Biometric information, meaning data generated by electronic measurements of an individual's unique physical characteristics, such as fingerprint, voice print, retina or iris image, or other unique physical representation or digital representation which are used to authenticate or ascertain the individual's identity;
 - 2. A username or email address in combination with a password or security question and answer that would permit access to an online account.

"Private information" does not include publicly available information that is lawfully made available to the general public from federal, state, or local government records.

~~***"Personal information" means any information concerning a person which, because of name, number, symbol, mark or other identifier, can be used to identify that person.~~

(Continued)

SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION (Cont'd.)

- b)c) "Breach of the security of the system" means unauthorized acquisition or acquisition without valid authorization of computerized data which compromises the security, confidentiality, or integrity of personal information maintained by the District. Good faith acquisition of personal information by an employee or agent of the District for the purposes of the District is not a breach of the security of the system, provided that private information is not used or subject to unauthorized disclosure.

Determining if a Breach Has Occurred

In determining whether information has been acquired, or is reasonably believed to have been acquired, by an unauthorized person or person without valid authorization, the District may consider the following factors, among others:

- a) Indications that the information is in the physical possession or control of an unauthorized person, such as a lost or stolen computer or other device containing information;
- b) Indications that the information has been downloaded or copied;
- c) Indications that the information was used by an unauthorized person, such as fraudulent accounts opened or instances of identity theft reported; or
- d) System failures.

Notification Requirements

- a) For any computerized data owned or licensed by the District that includes private information, the District will disclose any breach of the security of the system following discovery or notification of the breach to any New York State resident whose private information was, or is reasonably believed to have been, **accessed or** acquired by a person without valid authorization. The disclosure to affected individuals will be made in the most expedient time possible and without unreasonable delay, consistent with the legitimate needs of law enforcement, or any measures necessary to determine the scope of the breach and restore the **reasonable** integrity of the data system. The District will consult with the **New York State Office of Information Technology Services** to determine the scope of the breach and restoration measures. **Within 90 days of the notice of the breach, the New York State Office of Information Technology Services will deliver a report to the District on the scope of the breach and recommendations to restore and improve the security of the system.**

(Continued)

SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION (Cont'd.)

- b) Notice to affected persons under State Technology Law is not required if the exposure of private information was an inadvertent disclosure by persons authorized to access private information, and the District reasonably determines the exposure will not likely result in the misuse of the information, or financial or emotional harm to the affected persons. This determination must be documented in writing and maintained for at least five years. If the incident affected over 500 New York State residents, the District will provide the written determination to the New York State Attorney General within ten days after the determination.
- c) If notice of the breach of the security of the system is made to affected persons pursuant to the breach notification requirements under certain laws and regulations, the District is not required to provide additional notice to those affected persons under State Technology Law. However, the District will still provide notice to the New York State Attorney General, the New York State Department of State, the New York State Office of Information Technology Services, and to consumer reporting agencies.
- db) For any computerized data maintained by the District that includes private information which the District does not own, the District will notify the owner or licensee of the information of any breach of the security of the system immediately following discovery, if the private information was, or is reasonably believed to have been, accessed or acquired by a person without valid authorization.

The notification requirement may be delayed if a law enforcement agency determines that the notification impedes a criminal investigation. The required notification will be made after the law enforcement agency determines that the notification does not compromise the investigation.

If the District is required to provide notification of a breach, including breach of information that is not private information, to the United States Secretary of Health and Human Services pursuant to the Health Insurance Portability and Accountability Act of 1996 or the Health Information Technology for Economic and Clinical Health Act, it will provide notification to the New York State Attorney General within five business days of notifying the United States Secretary of Health and Human Services.

Methods of Notification

The required notice will be directly provided to the affected persons by one of the following methods:

- a) Written notice;
- b) Electronic notice, provided that the person to whom notice is required has expressly consented to receiving the notice in electronic form; and a log of each such notification is kept by the District when notifying affected persons in electronic form. However, in no case will the District require a person to consent to accepting such the notice in electronic form as a condition of establishing any business relationship or engaging in any transaction;
- c) Telephone notification, provided that a log of each notification is kept by the District when notifying affected persons by phone; or

(Continued)

SUBJECT: INFORMATION SECURITY BREACH AND NOTIFICATION (Cont'd.)

- d) Substitute notice, if the District demonstrates to the New York State Attorney General that the cost of providing notice would exceed \$250,000, or that the affected class of subject persons to be notified exceeds 500,000, or that the District does not have sufficient contact information. Substitute notice will consist of all of the following:
1. Email notice when the District has an email address for the subject persons;
 2. Conspicuous posting of the notice on the District's website page, if the District maintains one; and
 3. Notification to major statewide media.

Regardless of the method by which notice is provided, the notice will include:

- a) Contact information for the notifying District;
- b) The telephone numbers and websites of the relevant state and federal agencies that provide information regarding security breach response and identity theft prevention and protection information; and
- c) A description of the categories of information that were, or are reasonably believed to have been, accessed or acquired by a person without valid authorization, including specification of which of the elements of personal information and private information were, or are reasonably believed to have been, accessed or acquired.

In the event that any New York State residents are to be notified, the District will notify the New York State Attorney General (AG), the New York State Department of State, and the New York State Office of Information Technology Services as to the timing, content, and distribution of the notices and approximate number of affected persons and provide a copy of the template of the notice sent to affected persons. This notice will be made without delaying notice to affected New York State residents.

In the event that more than 5,000 New York State residents are to be notified at one time, the District will also notify consumer reporting agencies, as defined in State Technology Law Section 208, as to the timing, content, and distribution of the notices and approximate number of affected persons. This notice will be made without delaying notice to affected New York State residents.

A list of consumer reporting agencies will be compiled by the AG New York State Attorney General and furnished upon request to any school-districts required to make a notification in accordance with State Technology Law Section 208(2), regarding notification of breach of security of the system for any computerized data owned or licensed by the District that includes private information.

State Technology Law §§ 202 and 208

SUBJECT: SCHOOL SAFETY PLANS

The District considers the safety of its students and staff to be of the utmost importance and is keenly aware of the evolving nature of threats to schools. As such, it will address those threats accordingly through appropriate emergency response planning. The District-wide school safety plan and the building-level emergency response plan(s) will be designed to prevent or minimize the effects of ~~serious~~-violent incidents and emergencies and to facilitate the coordination of schools and the District with local and county resources in the event of these incidents or emergencies. These plans will be reviewed ~~and updated~~ by the appropriate team on at least an annual basis and ~~updated as needed~~ ~~adopted by the Board~~ by September 1 of each school year.

~~Specifically, t~~The Board will make the District-wide school safety plan available for public comment at least 30 days prior to its adoption. The District-wide school safety plans may only be adopted by the Board after at least one public hearing that provides for the participation of school personnel, parents, students, and any other interested parties. ~~The District-wide school safety plan and any amendments must be submitted to the Commissioner, in a manner prescribed by the Commissioner, within 30 days of adoption, but no later than October 1 of each school year. Additionally, the District-wide school safety plan will designate the Superintendent or designee as the chief emergency officer responsible for coordinating communication between school staff and law enforcement and first responders, and for ensuring staff understanding of this plan. Similarly, the Superintendent will be responsible for ensuring the completion and yearly updating of building-level emergency response plans.~~

Building-level emergency response plan(s) and any amendments must be submitted to the appropriate local law enforcement agency and the state police within 30 days of adoption, but no later than October 1 of each school year. Building-level emergency response plan(s) will be kept confidential and are not subject to disclosure under the Freedom of Information Law (FOIL) or any other provision of law.

District-Wide School Safety Plan

District-wide school safety plan means a comprehensive, multi-hazard school safety plan that covers all school buildings of the District, addresses crisis intervention, emergency response and management at the District level, and has the contents as prescribed in Education Law and Commissioner's regulations.

The District-wide school safety plan will be developed by the District-wide school safety team appointed by the Board. The District-wide school safety team will include, but not be limited to, representatives of the Board, ~~*student~~, teacher, administrator, and parent organizations, school safety personnel, and other school personnel. ~~*At the discretion of the Board, a student may be allowed to participate on the District-wide school safety team.~~

** Allowing a student member to participate on the safety team is now optional, not required. Please customize accordingly. A student may participate provided that no confidential information is shared with that student.*

(Continued)

SUBJECT: SCHOOL SAFETY PLANS (Cont'd.)

The District-wide school safety plan will include, but not be limited to:

- a) Policies and procedures for responding to implied or direct threats of violence by students, teachers, other school personnel, and visitors to the school, including threats by students against themselves, which includes suicide;
- b) Policies and procedures for responding to acts of violence by students, teachers, other school personnel, and visitors to the school, including consideration of zero-tolerance policies for school violence;
- c) Appropriate prevention and intervention strategies, such as:
 - 1. Collaborative arrangements with state and local law enforcement officials, designed to ensure that school safety officers and other security personnel are adequately trained, including being trained to de-escalate potentially violent situations, and are effectively and fairly recruited;
 - 2. Nonviolent conflict resolution training programs;
 - 3. Peer mediation programs and youth courts; and
 - 4. Extended day and other school safety programs;
- d) Policies and procedures for contacting appropriate law enforcement officials in the event of a violent incident;
- e) A description of the arrangements for obtaining assistance during emergencies from emergency services organizations and local governmental agencies;
- f) Procedures for obtaining advice and assistance from local government officials, including the county or city officials responsible for implementation of Executive Law Article 2-B State and Local Natural and Man-Made Disaster Preparedness;
- g) The identification of District resources which may be available for use during an emergency;
- h) A description of procedures to coordinate the use of District resources and manpower during emergencies, including identification of the officials authorized to make decisions and of the staff members assigned to provide assistance during emergencies;
- i) Policies and procedures for contacting parents, guardians, or persons in parental relation to District students in the event of a violent incident or an early dismissal;
- j) Policies and procedures for contacting parents, guardians, or persons in parental relation to an individual District student in the event of an implied or direct threat of violence by the student against themselves, which includes suicide;

SUBJECT: SCHOOL SAFETY PLANS (Cont'd.)

- k) Policies and procedures relating to school building security, including, where appropriate: the use of school safety officers, school security officers, and/or school resource officers; and security devices or procedures;
- l) Policies and procedures for the dissemination of informative materials regarding the early detection of potentially violent behaviors, including, but not limited to, the identification of family, community, and environmental factors to teachers, administrators, parents, and other persons in parental relation to students of the District or Board, students, and other persons deemed appropriate to receive the information;
- m) Policies and procedures for annual multi-hazard school safety training for staff and students, provided that the District must certify to the Commissioner that all staff have undergone annual training by September 15 on the building-level emergency response plan which must include components on violence prevention and mental health, provided further that new employees hired after the start of the school year will receive training within 30 days of hire or as part of the District's existing new hire training program, whichever is sooner;
- n) Procedures for the review and conduct of drills and other exercises to test components of the emergency response plan, including the use of tabletop exercises, in coordination with local and county emergency responders and preparedness officials;
- o) The identification of appropriate responses to emergencies, including protocols for responding to bomb threats, hostage-takings, intrusions, and kidnappings;
- p) Strategies for improving communication among students and between students and staff and reporting of potentially violent incidents, such as the establishment of youth-run programs, peer mediation, conflict resolution, creating a forum or designating a mentor for students concerned with bullying or violence, and establishing anonymous reporting mechanisms for school violence;
- q) A description of the duties of hall monitors and any other school safety personnel, the training required of all personnel acting in a school security capacity, and the hiring and screening process for all personnel acting in a school security capacity;
- r) A system for informing all educational agencies within the District of a disaster; and
- s) The designation of the Superintendent or designee, as the District Chief Emergency Officer whose duties will include, but not be limited to:
 - 1. Coordinating the communication between school staff, law enforcement, and other first responders;
 - 2. Leading the efforts of the District-wide school safety team in the completion and yearly update of the District-wide school safety plan and the coordination of the District-wide school safety plan with the building-level emergency response plan(s);

SUBJECT: SCHOOL SAFETY PLANS (Cont'd.)

3. Ensuring staff understanding of the District-wide school safety plan;
4. Ensuring the completion and yearly update of building-level emergency response plans for each school building;
5. Assisting in the selection of security related technology and development of procedures for the use of the technology;
6. Coordinating appropriate safety, security, and emergency training for District and school staff, including required training in the emergency response plan;
7. Ensuring the conduct of required evacuation and lock-down drills in all District buildings as required by law; and
8. Ensuring the completion and yearly update of building-level emergency response plan(s) by the dates designated by the Commissioner.

~~——The plan will further address, among other items as set forth in Education Law and Commissioner's regulations, how the District will respond to implied or direct threats of violence by students, teachers, other school personnel as well as visitors to the school, including threats by students against themselves (e.g., suicide).~~

Building-Level Emergency Response Plan

Building-level emergency response plan means a **building-specific school emergency response** plan that addresses crisis intervention, emergency response and management at the building level and has the contents as prescribed in Education Law and Commissioner's regulations. As part of this plan, the District will define the chain of command in a manner consistent with the National Incident Management System (NIMS)/Incident Command System (ICS).

~~The b~~**Building-level emergency response plan(s)** will be developed by the building-level emergency response team. The building-level emergency response team is a building-specific team appointed by the building principal, in accordance with regulations or guidelines prescribed by the Board. The building-level **emergency response** team will include, but not be limited to, representatives of teacher, administrator, and parent organizations, school safety personnel and other school personnel, community members, **local** law enforcement officials, **local ambulance**, fire officials, or other emergency response agencies, and any other representatives the Board deems appropriate.

Classroom door vision panels will not be covered except as outlined in the building-level emergency response plan.

Training Requirement

~~——The District will submit certification to the New York State Education Department that all District and school staff have received annual training on the emergency response plan, and that this training included components on violence prevention and mental health. New employees hired after the start of the~~

school year will receive training within 30 days of hire, or as part of the District's existing new hire training program, whichever is sooner.

Filing/Disclosure Requirements

~~—— The District will file a copy of its District-wide school safety plan and any amendments with the Commissioner of Education no later than 30 days after its adoption. A copy of each building-level emergency response plan and any amendments will be filed with the appropriate local law enforcement agency and with the state police within 30 days of its adoption. Building-level emergency response plans will be kept confidential and are not subject to disclosure under the Freedom of Information Law (FOIL) or any other provision of law.~~

~~Homeland Security Presidential Directives—HSPD-5, HSPD-8
Homeland Security Act of 2002, 6 USC § 101
Education Law §§ 807, 2801-a
Public Officers Law Article 6
8 NYCRR § 155.17~~

Adoption Date

Personnel

SUBJECT: LEAVES OF ABSENCE

In general, leaves of absence will be administered by the Superintendent. The Board reserves the right to grant leaves of absence for purposes or under conditions not contemplated or considered in the policy statement. Where a leave of absence is falsely requested or improperly used, the Board may undertake appropriate disciplinary action. The purpose or conditions of a leave of absence may not be altered except by permission of the Superintendent, as expressed in writing.

Leaves of absence, contractual, et al.

a) Employees who are members of a negotiating unit:

Authorization is granted to approve requests for leaves of absence submitted in accordance with provisions of contracts in effect between the District and each bargaining unit.

b) Employees who are not members of a negotiating unit:

Authorization is granted to approve requests for leaves of absence submitted by these employees where the requests are consistent with provisions of contracts in effect between the District and the bargaining unit most compatible with the employment status of the employee.

c) Employees who are under contract to the District:

Authorization is granted to implement provisions for leaves of absence contained in each contract.

Leaves of absence, unpaid, not covered above

a) Subject to limitations enumerated in this policy statement, authorization is granted for the following unpaid leaves of absence:

1. For a period of time not to exceed one school year for approved graduate study, this leave to include any required internship experience.
2. At the expiration of a paid sick leave of absence, this leave may be extended for a period of time not longer than the end of the school year after the school year in which the paid leave of absence began.

b) Unpaid leaves of absence cannot be used to extend vacation periods, to take vacations, to engage in other occupations, or to provide additional personal leaves, except that the Superintendent will have discretion, where circumstances warrant, to approve leaves of absence for those purposes.

c) Unpaid leaves of absence will not be granted unless the services of a substitute employee, satisfactory in the discretion of the Superintendent, can be secured.

(Continued)

Personnel

SUBJECT: LEAVES OF ABSENCE (Cont'd.)

- d) Except where it interferes with an employee's legal or contractual rights, the timing of unpaid leaves of absence will be granted at the convenience of the District.

Other leaves of absence

Other leaves of absence include, but are not limited to, the following:

- a) Emergency Service Volunteer Leave

Upon presentation of a written request from the American Red Cross and with the approval of the Superintendent, employees certified by the American Red Cross as disaster volunteers will be granted leave from work with pay for up to 20 days in any calendar year to participate in specialized disaster relief operations. This leave will be provided without loss of seniority, compensation, sick leave, vacation leave, or other overtime compensation to which the volunteer is otherwise entitled.

- b) Screenings for Cancer

Employees will be granted up to four hours of paid leave on an annual basis to undertake a screening for cancer. This leave will be excused leave and will not be charged against any other leave to which the employee is entitled.

- c) Blood Donation

The District must either, at its option:

1. Grant three hours of unpaid leave of absence in any 12-month period to an employee who seeks to donate blood off-premises. The leave may not exceed three hours unless agreed to by the Superintendent or designee; or
2. Allow its employees without use of accumulated leave time to donate blood during work hours at least two times per year at a convenient time and place set by the Superintendent or designee, including allowing an employee to participate in a blood drive at the District.

Leave taken by employees at a District-designated donation alternative (such as a District-sponsored blood drive at the workplace) must be paid leave that is provided without requiring the employee to use accumulated vacation, personal, sick, or other leave time.

The District will not retaliate against an employee for requesting or obtaining a leave of absence under this section. Additional leaves for the purpose of blood donation under any other provision of law will not be prevented.

(Continued)

Personnel

SUBJECT: LEAVES OF ABSENCE (Cont'd.)

d) Bone Marrow Donation

Employees seeking to undergo a medical procedure to donate bone marrow will be granted leaves to do so, the combined length of the leaves to be determined by the physician, but may not exceed 24 work hours unless agreed to by the Superintendent or designee. The District will require verification for the purpose and length of each leave requested by the employee for this purpose.

The District will not retaliate against an employee for requesting or obtaining a leave of absence under this section. Additional leaves for the purpose of bone marrow donation under any other provision of law will not be prevented.

e) Nursing Mothers (Breastfeeding/Lactation)

The District will provide reasonable unpaid break time or permit the use of paid break time or meal time each day to allow an employee to express breast milk for her nursing child for up to three years following ~~child birth~~ childbirth. The District will make reasonable efforts to provide a room or other location in close proximity to the work area where the ~~employee~~nursing mother can express milk in privacy. The District will not discriminate against an employee who chooses to express breast milk in the workplace.

Reasonable unpaid break time is generally no less than 20 minutes and no more than 30 minutes dependent upon the proximity of the designated location for expressing breast milk. In most situations, the District is required to provide unpaid break time at least once every three hours if requested by the employee. At the employee's option, the District will allow the employee to work before or after her normal shift to make up the amount of time used during the unpaid break time(s) so long as the additional time requested falls within the District's normal work hours.

The District will provide written notice to employees who are returning to work following the birth of a child of their right to take unpaid leave for the purpose of expressing breast milk. This notice may either be provided individually to affected employees or to all employees generally through publication of the notice in the employee handbook or posting of the notice in a central location.

Any employee wishing to avail herself of this benefit is required to give the District advance notice, preferably prior to her return to work, to allow the District an opportunity to establish a location and schedule leave time to accommodate employees as needed.

(Continued)

Personnel

SUBJECT: LEAVES OF ABSENCE (Cont'd.)f) Witnesses or Victims of Crimes ~~Domestic Abuse~~

~~Employers are required to provide employees with an unpaid leave to appear as a witness, consult with the district attorney, or exercise the employee's statutory rights as the victim of, or witness to a crime of domestic violence. A victim of domestic violence may need one or more of these types of leave.~~ The District will grant an unpaid leave of absence to an employee, who is a victim of or a witness to a criminal offense, that is required or chooses to appear as a witness, consult with the district attorney, or exercise his or her rights as provided in the Criminal Procedure Law, the Family Court Act, and the Executive Law.

To use this leave, the employee must provide notice of the need for leave at any time prior to the actual day of leave. ~~Employers are~~ The District is permitted to ask the ~~employee~~ party who sought the attendance or testimony of the employee to provide verification of the employee's service. Employees will not be penalized or discharged for absences by reason of a required appearance as a witness in a criminal proceeding, or consultation with the district attorney, or exercising his or her rights as provided under the law.

g) Victims of Domestic Violence

Unless the absence would cause an undue hardship to the District, the District will provide reasonable accommodations to employees who are victims of domestic violence who must be absent from work for a reasonable time in accordance with law.

An employee availing themselves of this leave must provide the District with reasonable advance notice, unless providing this notice is not feasible. An employee unable to provide reasonable advance notice must, within a reasonable time after the absence, provide a certification to the District when requested.

To the extent allowed by law, the District will maintain the confidentiality of any information related to an employee's status as a victim of domestic violence.

hg) Military Leave

The District will comply with state and federal laws regarding military leave and re-employment.

ih) Jury Duty

As provided by law, any employee who is summoned to serve as a juror and who notifies the District to that effect prior to his or her term of service will not, on account of absence by reason of jury service, be subject to discharge or penalty. The District will ensure that all absences for this purpose are granted in accordance with law and the terms of any applicable collective bargaining agreement.

(Continued)

SUBJECT: LEAVES OF ABSENCE (Cont'd.)

j) Voting

Employees who are registered voters may take up to three hours of paid leave to vote at any general election, special election called by the Governor, primary election, or municipal election. This does not include school district elections, library district elections, fire district elections, special town elections, or early voting periods. The employee will be allowed time off for voting only at the beginning or the end of his or her working shift, as the District may designate, unless otherwise mutually agreed.

Employees requiring working time off to vote must notify the District not less than two working days before the day of the election.

The District must post a notice informing employees of their right to leave in order to vote not less than ten working days before an election and until polls close on election day. This notice will be conspicuously posted in a place where it can be seen by employees as they come and go to their place of work.

29 USC § 207(r)

Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), 38 USC §§ 4301-4333

Civil Service Law §§ 71-73 and 159-b

Education Law §§ 1709(16), 2509(6), 2573(12), 3005, 3005-a and 3005-b

General Municipal Law §§ 92, 92-c, and 92-d

Election Law § 3-110

Executive Law § 296(22)

Judiciary Law §§ 519 and 521

Labor Law §§ 202-a, 202-~~ei~~, 202-~~fi~~, 202-~~jl~~ and 206-c

Military Law §§ 242 and 243

Penal Law § 215.14

Adoption Date

Students

SUBJECT: DIGNITY FOR ALL STUDENTS

The District seeks to create an environment free of harassment, bullying, and discrimination; to foster civility in its schools; and to prevent conduct that is inconsistent with its educational mission. The District, therefore, prohibits all forms of harassment and bullying of students by employees or other students on school property and at school functions.

The District further prohibits discrimination against students, including, but not limited to, discriminatory acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex by ~~school~~-employees or other students on school property and at school functions ~~that take place at locations off school property. In addition, other acts of harassment, bullying, or discrimination that can reasonably be expected to materially and substantially disrupt the education process may be subject to discipline or other corrective action.~~

In addition, other acts of harassment, bullying, and/or discrimination that occur off school property may be subject to discipline or other corrective action, where such acts create or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation, or abuse might reach school property.

Dignity Act Coordinator

In each of its schools, the District will designate at least one employee ~~holding licenses or certifications as required by the Commissioner~~ to serve as the Dignity Act Coordinator (DAC) and receive reports of harassment, bullying, and/or discrimination. Each DAC will be: ~~thoroughly~~

- a) Approved by the Board;
- b) Licensed and/or certified by the Commissioner as a classroom teacher, school counselor, school psychologist, school nurse, school social worker, school administrator or supervisor, or Superintendent;
- c) Instructed in the provisions of the Dignity for All Students Act and its implementing regulations;
- d) ~~Thoroughly~~ trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender ~~(including gender identity or expression)~~, and sex; ~~Training will also be provided for DACs~~
- e) ~~Provided with training~~ which addresses: the social patterns of harassment, bullying, and discrimination, including, but not limited to, those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex;
- f) ~~Provided with training in~~ the identification and mitigation of harassment, bullying, and discrimination; and

(Continued)

SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)

- g) Provided with training in strategies for effectively addressing problems of exclusion, bias, and aggression in educational settings. ~~All DAC appointments will be approved by the Board.~~

The District will widely disseminate the name, designated school, and contact information of each DAC to all school personnel, students, and parents or persons in parental relation by:

- a) Listing it in the *Code of Conduct*, with updates posted on the District's website; and
- b) Including it in the *Code of Conduct's* plain language summary provided to all parents or persons in parental relation to students before the beginning of each school year; and
- c) Providing it to parents or persons in parental relation in at least one District or school mailing or other method of distribution *each school year*, including, but not limited to, electronic communication and/or sending information home with each student. If the information changes, parents and persons in parental relation will be notified in at least one subsequent District or school mailing, or other method of distribution as soon as practicable thereafter; and
- d) Posting it in highly visible areas of school buildings; and
- e) Making it available at the District and school-level administrative offices.

If a DAC vacates his or her position, the District will immediately designate *another eligible employee* as an interim DAC, pending approval of a *successor DAC* from the Board within 30 days of the date the position was vacated. In the event a DAC is unable to perform his or her duties for an extended period of time, the District will immediately designate ~~an~~ *another eligible employee as an* interim DAC, pending the return of the previous individual to the position.

Training and Awareness

Each year, all employees will be provided with training to promote a supportive school environment that is free from harassment, bullying, and/or discrimination, and to discourage and respond to incidents of harassment, bullying, and/or discrimination. This training may be provided in conjunction with existing professional development; *and* will be conducted consistent with guidelines approved by the Board, and will *include training to*:

- a) Raise awareness and sensitivity to potential acts of harassment, bullying, and ~~or~~ discrimination;
- b) Address social patterns of harassment, bullying, and discrimination ~~and the effects on students~~;
- c) Inform employees on the identification and mitigation of harassment, bullying, and discrimination;

SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)

- d) Enable employees to prevent and respond to incidents of harassment, bullying, and ~~or~~ discrimination;
- e) Make ~~school~~ employees aware of the effects of harassment, bullying, cyberbullying, and ~~or~~ discrimination on students;
- f) Provide strategies for effectively addressing problems of exclusion, bias, and aggression;
- g) Include safe and supportive school climate concepts in curriculum and classroom management; and
- h) Ensure the effective implementation of school policy on conduct and discipline.

Rules against harassment, bullying, and discrimination will be included in the *Code of Conduct*, publicized District-wide, and disseminated to all staff and parents or persons in parental relation. Any amendments to the *Code of Conduct* will be disseminated as soon as practicable following their adoption. The District will provide new employees with a complete copy of the current *Code of Conduct* upon beginning their employment, and distribute an age-appropriate summary to all students at a school assembly at the beginning of each school year.

Internal Reports and Investigations of Harassment, Bullying, and/or Discrimination

~~—The District encourages and expects students who have been subjected to harassment, bullying, or discrimination; parents or persons in parental relation whose children have been subjected to this behavior; other students who observe or are told of this behavior; and all District staff who become aware of this behavior to timely report it to the principal, Superintendent, DAC, or designee.~~

~~—The principal, Superintendent, DAC, or designee will lead or supervise a timely and thorough investigation of all reports of harassment, bullying, and discrimination. The DAC or other individual conducting the investigation, may seek the assistance of the District's Civil Rights Compliance Officer in investigating, responding to, and remedying complaints.~~

~~—In the event any investigation verifies that harassment, bullying, and/or discrimination occurred, the District will take prompt action reasonably calculated to end it, to eliminate any hostile environment, to create a more positive school culture and climate, to prevent recurrence of the behavior, and to ensure the safety of the student or students against whom the harassment, bullying, or discrimination was directed.~~

~~—The Superintendent, principal, DAC, or designee will notify the appropriate local law enforcement agency when there is a reasonable belief that an incident of harassment, bullying, or discrimination constitutes criminal conduct.~~

~~—The District will timely collect information related to incidents involving harassment, bullying, and discrimination; provide required internal reports; and complete and submit any required report to the State Education Department in the manner and within the timeframe specified by the Commissioner.~~

All District employees who witness or receive an oral or written report of harassment, bullying, and/or discrimination are required to take action. District employees must make an oral report promptly to the Superintendent or principal, their designee, or the Dignity Act Coordinator (DAC) not later than one school day after witnessing or receiving an oral or written report of harassment, bullying, and/or discrimination. No later than two school days after making the oral report, the District employee must file a written report with the Superintendent or principal, their designee, or the DAC.

The Superintendent or principal, their designee, or the DAC will lead or supervise the thorough investigation of all reports of harassment, bullying, and/or discrimination and ensure that all investigations are promptly completed after the receipt of a written report. In investigating any allegation, the investigator may seek the assistance of the District's Civil Rights Compliance Officer in investigating, responding to, and remedying complaints of harassment, bullying, and/or discrimination.

When an investigation verifies a material incident of harassment, bullying, and/or discrimination, the Superintendent or principal, their designee, or the DAC will take prompt action, consistent with the District's *Code of Conduct*, reasonably calculated to end the harassment, bullying, and/or discrimination, eliminate any hostile environment, create a more positive school culture and climate, prevent recurrence of the behavior, and ensure the safety of the student or students against whom the behavior was directed.

The Superintendent or principal, their designee, or the DAC will promptly notify the appropriate local law enforcement agency when it is believed that any harassment, bullying, and/or discrimination constitutes criminal conduct.

Reporting Incidents

Reporting Incidents to the Superintendent

At least once during each school year, each building principal will provide a report on data and trends related to harassment, bullying, and/or discrimination to the Superintendent in a manner prescribed by the District. This report will be used to submit the annual School Safety and the Educational Climate (SSEC) Summary Data Collection form to the State Education Department (SED).

Reporting of Material Incidents to the Commissioner of Education

Each school year, the District will submit to the Commissioner a report of material incidents of harassment, bullying, and/or discrimination that occurred during the school year in accordance with law and regulation. This report will be submitted in a manner prescribed by the Commissioner, on or before the basic educational data system (BEDS) reporting deadline or other date determined by the Commissioner.

Prohibition of Retaliatory Behavior (Whistle-Blower Protection)

Any person who has reasonable cause to suspect that a student has been subjected to harassment, bullying, and/or discrimination by an employee or student on school grounds or at a school function, and who acts reasonably and in good faith in reporting it to school officials, the Commissioner of Education, or law enforcement authorities, or who otherwise initiates, testifies, participates, or assists in any formal or informal proceedings, will have immunity from any civil liability that may arise from making that report, or from initiating, testifying, participating, or assisting in those proceedings. The District also prohibits any retaliatory behavior directed against any complainant, victim, witness, or any other individual who participated in the reporting or investigation of an incident of alleged harassment, bullying, or discrimination.

(Continued)

SUBJECT: DIGNITY FOR ALL STUDENTS (Cont'd.)**Publication of District Policy**

At least once during each school year, all ~~school~~-employees, students, and parents or persons in parental relation will be provided with a written or electronic copy of this policy, or a plain-language summary of it. The policy or summary will include information relating to how students, parents or persons in parental relation, and ~~school~~-employees may report harassment, bullying, and/or discrimination. Additionally, the District will ~~strive to~~ maintain a current version of this policy on its website at all times.

Application

Nothing in this policy or its implementing regulations should be interpreted to preclude or limit any right or cause of action provided under any local, state, or federal ordinance, law or regulation including, but not limited to, any remedies or rights available under the Individuals with Disabilities Education Act, Title VII of the Civil Rights Law of 1964, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990.

Education Law §§ 10-18, ~~801-a, 2801~~ and ~~3214~~2801
8 NYCRR § 100.2

NOTE: Refer also to Policies #1330 -- Appointments and Designations by the Board
#3410 -- Code of Conduct
#3420 -- Non-Discrimination and Anti-Harassment in the District
#5670 -- Records Management
#6411 -- Use of Email in the District
#7551 -- Sexual Harassment of Students
#7552 -- Student Gender Identity
#7553 -- Hazing of Students
#8242 -- Civility, Citizenship, and Character Education/Interpersonal
Violence Prevention Education

Adoption Date

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)

Non-Instructional/Business
Operations**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).

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: