

FIRE ISLAND UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION

Regular Meeting/Public Hearing Agenda
January 14, 2020
4:30 p.m.

Call to Order

Pledge of Allegiance

ITEM 1 **Approval of Minutes**

- a. December 10, 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** – *no correspondence*

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

- a. Certification of APPR Plan
- b. 2019-2020 Health & Welfare Services Agreement w/Bay Shore UFSD –
 3 students attending St. Patrick School @ \$918.06 per student
- c. 2020-2021 Non-Resident Instruction Contracts – *5 students @ \$3,252.80*
 each

ITEM 6 **PUBLIC HEARING - 2nd Reading & Adoption of Policies**

- a. #5672 Information Security Breach and Notification
- b. #5681 School Safety Plans
- c. #6550 Leaves of Absence
- d. #7550 Dignity for all Students

ITEM 7 Adjournment

Public Hearings/Regular Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
December 10, 2019

DRAFT

CALL TO ORDER	The meeting was called to order at 4:35 p.m. by President Lippert.
MEMBERS PRESENT	V. Henriksen, L. Kaufman, J. Lippert, L. Nowachek, K. Skelly-Kurka, A. Wood.
MEMBERS ABSENT	J. Phelan.
OTHERS PRESENT	L. Ferraro, Superintendent K. Wurtz, School Business Official D. Clock, District Clerk M. Inserra, BBS Architects & Engineers
PRESENTATION – PROPOSED CAPITAL PROJECTS	Michael Inserra, BBS Architect, presented an overview of proposed capital projects including gymnasium HVAC options, electrical service upgrade, fire alarm replacement, replacement of 2 electrical panels, upgrade of phone system, capping of 2 geo-thermal wells located at the east end of the basketball court, replacement of 3 pairs of wooden doors in gymnasium area, HVAC for lunchroom wing and offices, replacement of lunchroom tables. Mr. Inserra left the meeting at 5:25 p.m.
PUBLIC HEARING – TOWN OF BROOKHAVEN TAX EXEMPTIONS	A Public Hearing was held to review and discuss the following tax exemptions for the Town of Brookhaven: • Volunteer Firefighters and Ambulance Workers Tax Exemption • Limited Income Disability Tax Exemption • Senior Citizen Property Tax Exemption
APPROVAL OF MINUTES	Minutes of the November 12, 2019 Regular Meeting were accepted as read. (L. Kaufman, L. Nowachek; 6-0)
TREASURER’S REPORT	Treasurer’s Report for the month ended November 2019 was accepted as hereby attached. (K. Skelly-Kurka, L. Kaufman; 6-0)
TRIAL BALANCE REPORTS	The Board accepts the Trial Balance Report for the month ending November 2019 as hereby attached. (K. Skelly-Kurka, L. Kaufman; 6-0)
APPROPRIATION & REVENUE STATUS REPORTS	The Board accepts the Appropriation and Revenue Status Reports for November 2019 as hereby attached. (K. Skelly-Kurka, L. Kaufman; 6-0)
TRUST & AGENCY CASH DISBURSEMENT	The Board accepts the Trust and Agency Cash Disbursement report for November 2019 as hereby attached. (K. Skelly-Kurka, L. Kaufman; 6-0)

Regular Meeting Minutes of December 10, 2019, continued...

GENERAL FUND CASH DISBURSEMENT	The Board accepts the General Fund Cash Disbursement report for November 2019 as hereby attached. (K. Skelly-Kurka, L. Kaufman; 6-0)
VOIDED CHECK REPORT	The Board accepts the Voided Check Report for November 2019 as hereby attached. (K. Skelly-Kurka, L. Kaufman; 6-0)
GENERAL FUND CASH FLOW REPORT	The Board accepts the General Fund Cash Flow report for November 2019 as hereby attached. (K. Skelly-Kurka, L. Kaufman; 6-0)
CASH TRANSFER	The Board approves a cash transfer in the amount of \$250,000.00 from the General Fund Money Market account to the General Fund Checking account and \$300,000.00 to the Trust and Agency General Fund Checking as hereby attached. (V. Henriksen, K. Skelly-Kurka; 6-0)
WARRANT	The Board approves the General Fund warrant in the amount of \$243,791.88 as presented. (A. Wood, L. Nowachek; 6-0)
SUPERINTENDENT'S REPORT	Mrs. Ferraro reported on the following: • Catherine Romano has been elected to the position of NYSSBA Area 12 Director • Beach conditions from recent storms affecting driving compounded by closure of interior route thru Saltaire due to walk construction. • School-wide trip to Patchogue Theater to see The Nutcracker • Parent/Teacher conferences on 12/13 and 12/16. • Holiday program scheduled for December 18th. • Shared Decision Making Committee will focus on improving communication between parents, teachers, community. • APPR Plan to be re-negotiated due to new use of AimsWeb Plus as an assessment tool.
CORRESPONDENCE	A letter from J. LaViolette, Director of Health Services, giving her views on proposed legislation requiring administration of the HPV vaccine for school admission was accepted as read.
APPROVAL - TOWN OF BROOKHAVEN VOLUNTEER FIREFIGHTERS & AMBULANCE WORKERS TAX EXEMPTION	The Board approves the Town of Brookhaven Volunteer Firefighters and Ambulance Workers Tax Exemption as hereby attached. (A. Wood, L. Kaufman; 6-0)
APPROVAL – TOWN OF BROOKHAVEN LIMITED INCOME DISABILITY TAX EXEMPTION	The Board approves the Town of Brookhaven Limited Income Disability Tax Exemption as hereby attached. (A. Wood, L. Kaufman; 6-0)

Regular Meeting Minutes of December 10, 2019, continued...

APPROVAL – TOWN OF
BROOKHAVEN SENIOR
CITIZEN PROPERTY TAX
EXEMPTION

The Board approves the Town of Brookhaven Senior Citizen Property Tax Exemption as hereby attached.
(A. Wood, L. Kaufman; 6-0)

APPROVAL – HARDSHIP
AND ELIGIBILITY
AMENDMENT TO 403(b)
RETIREMENT PLAN

On the recommendation of the School Business Official, the Board approves the Hardship and Eligibility Amendment to the 403(b) Retirement Plan and authorizes the President of the Board to sign said plan on behalf of the Board as hereby attached. (V. Henriksen, A. Wood; 6-0)

APPROVAL – REVISION TO
2019-2020 RtI/AIS PLAN

On the recommendation of the Superintendent, the Board hereby approves the revision to the 2019-2020 Response to Intervention/Academic Instructional Services Plan as presented. (K. Skelly-Kurka, L. Nowachek; 6-0)

CPSE RECOMMENDATIONS

On the recommendation of the Superintendent, the Board accepts the recommendations of the Committee on Preschool Special Education as presented.
(A. Wood, K. Skelly-Kurka; 6-0)

PUBLIC HEARING/1ST
READING OF POLICY
REVISIONS

A Public Hearing and first reading of the following policy revisions was held:
#5672 Information Security Breach and Notification
#5681 School Safety Plans
#6550 Leaves of Absence
#7550 Dignity for All Students

PUBLIC HEARING/2ND
READING AND ADOPTION
OF POLICIES

Following a Public Hearing and second reading, the Board adopted the following policies:
#5412 Procurement: Uniform Grant Guidance for Federal Awards
#7440 Promotion of Civic Engagement and the Right to Vote
(V. Henriksen, L. Nowachek; 6-0)

EXECUTIVE SESSION

At the request of the Superintendent, the Board entered into executive session at 5:50 p.m. to discuss the employment histories of 2 particular individuals.
(A. Wood, L. Kaufman; 6-0)

The regular meeting resumed at 6:15 p.m.

ADJOURNMENT

The meeting was immediately adjourned at 6:15 p.m.
(A. Wood, L. Kaufman; 6-0)

Donna Clock
District Clerk

FIRE ISLAND UFSD

Cash Account Transactions Report From 12/1/2019 To 12/31/2019



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
TA 204			HSBC Checking						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	250,078.90
	12/03/2019	23			12/6/19 Payroll	JE-6	965.86	0.00	251,044.76
	12/17/2019	24			12/20/2019 Payroll	JE-6	900.92	0.00	251,945.68
	12/31/2019				See Cash Disbursement Schedule 6	CD-6	0.00	209,846.44	42,099.24
	12/31/2019	8075			To record transfer from A205 to TA204	CR-7	300,000.00	0.00	342,099.24
	12/31/2019	8080			To record interest for December 2019 for TA204	CR-7	43.76	0.00	342,143.00
Grand Totals:							301,910.54	209,846.44	342,143.00

FIRE ISLAND UFSD

Cash Account Transactions Report From 12/1/2019 To 12/31/2019



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 204			HSBC Checking						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	83,801.44
	12/12/2019	8038			Adult Ed	CR-7	10.00	0.00	83,811.44
	12/12/2019	8039			Adult Ed	CR-7	10.00	0.00	83,821.44
	12/12/2019	8040			Adult Ed	CR-7	10.00	0.00	83,831.44
	12/12/2019	8041			Adult Ed	CR-7	40.00	0.00	83,871.44
	12/12/2019	8042			Adult Ed	CR-7	20.00	0.00	83,891.44
	12/12/2019	8043			Crestwood Metal recycle Sale of Equipment	CR-7	62.00	0.00	83,953.44
	12/12/2019	8044			Adult Ed	CR-7	10.00	0.00	83,963.44
	12/12/2019	8045			A/R Receipt for Peggy Danziger - A/R Receipt for Peggy Danziger	CR-7	182.43	0.00	84,145.87
	12/12/2019	8046			A/R Receipt for Evelyn Rahne - A/R Receipt for Evelyn Rahne	CR-7	25.81	0.00	84,171.68
	12/12/2019	8047			A/R Receipt for Renee Weil - A/R Receipt for Renee Weil	CR-7	25.81	0.00	84,197.49
	12/12/2019	8048			A/R Receipt for Gerard Rohan - A/R Receipt for Gerard Rohan	CR-7	957.11	0.00	85,154.60
	12/12/2019	8049			A/R Receipt for Kevin Gillespie - A/R Receipt for Kevin Gillespie	CR-7	25.81	0.00	85,180.41
	12/12/2019	8050			A/R Receipt for Wendell Chu - A/R Receipt for Wendell Chu	CR-7	130.48	0.00	85,310.89
	12/12/2019	8051			A/R Receipt for Margery McKeivitt - A/R Receipt for Margery McKeivitt	CR-7	25.81	0.00	85,336.70
	12/12/2019	8052			A/R Receipt for John McCollum - A/R Receipt for John McCollum	CR-7	573.78	0.00	85,910.48
	12/12/2019	8053			Adult Ed	CR-7	20.00	0.00	85,930.48
	12/12/2019	8054			A/R Receipt for Arthur Bamonte - A/R Receipt for Arthur Bamonte	CR-7	25.81	0.00	85,956.29
	12/12/2019	8055			A/R Receipt for Arthur Bamonte - A/R Receipt for Arthur Bamonte	CR-7	25.81	0.00	85,982.10
	12/12/2019	8056			A/R Receipt for Arthur Bamonte - A/R Receipt for Arthur Bamonte	CR-7	0.62	0.00	85,982.72
	12/13/2019	8057			A/R Receipt for Linda Howe - A/R Receipt for Linda Howe	CR-7	25.81	0.00	86,008.53
	12/31/2019				See Cash Disbursement Schedule 7	CD-7	0.00	243,791.88	-157,783.35
	12/31/2019	8074			To record transfer A205 to A204	CR-7	250,000.00	0.00	92,216.65
	12/31/2019	8083			To record state aid revenue in December	CR-7	14,023.02	0.00	106,239.67
	12/31/2019	8084			To record interest for December 2019 for A204	CR-7	19.63	0.00	106,259.30

FIRE ISLAND UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Account Name					Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID	Explanation				
Grand Totals:							266,249.74	243,791.88	106,259.30

FIRE ISLAND UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
A 205	HSBC Money Market							
				BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	4,386,084.38
12/31/2019	8074			To record transfer A205 to A204	CR-7	0.00	250,000.00	4,136,084.38
12/31/2019	8075			To record transfer from A205 to TA204	CR-7	0.00	300,000.00	3,836,084.38
12/31/2019	8076			To record Islip tax deposit #1	CR-7	186,707.44	0.00	4,022,791.82
12/31/2019	8077			To record interest for December 2019 for A205	CR-7	715.55	0.00	4,023,507.37
Grand Totals:						187,422.99	550,000.00	4,023,507.37

FIRE ISLAND UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
	Date	Ref Number						
H 204	HSBC Checking							
				BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	28,009.83
12/31/2019	8081			To record December 2019 interest for H204	CR-7	4.42	0.00	28,014.25
Grand Totals:						4.42	0.00	28,014.25

FIRE ISLAND UFSD

Cash Account Transactions Report From 12/1/2019 To 12/31/2019



Account	Account Name						Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule				
TE 204	HSBC Checking TE204								
				BALANCE 07/01/2019 - 11/30/2019			0.00	0.00	73,900.92
12/31/2019	8082			To record interest for December 2019 for TE204	CR-7		11.66	0.00	73,912.58
Grand Totals:							11.66	0.00	73,912.58

FIRE ISLAND UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Account Name					Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID	Explanation				
SC 204	SC204 HSBC Checking 937316610								
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	414.82
						Grand Totals:	0.00	0.00	414.82

FIRE ISLAND UFSD

Cash Account Transactions Report From 12/1/2019 To 12/31/2019



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 206			HSBC Repair Reserve						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	108,677.46
	12/31/2019	8073			To record interest for December 2019 for A206	CR-7	9.53	0.00	108,686.99
Grand Totals:							9.53	0.00	108,686.99

FIRE ISLAND UFSD



Cash Account Transactions Report From 12/1/2019 To 12/31/2019

Account	Account Name				Explanation	Schedule	Debits	Credits	Balance
	Date	Ref Number	Invoice #	Vendor ID					
A 207	HSBC Capital Reserve #2								
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	334,531.24
12/31/2019		8079			To record interest for December 2019 for A207	CR-7	29.33	0.00	334,560.57
Grand Totals:							29.33	0.00	334,560.57

FIRE ISLAND UFSD

Cash Account Transactions Report From 12/1/2019 To 12/31/2019



Account	Date	Ref Number	Account Name Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 208			HSBC Capital Reserve						
					BALANCE 07/01/2019 - 11/30/2019		0.00	0.00	318,836.95
	12/31/2019	8078			To record interest for December 2019 for A208	CR-7	27.95	0.00	318,864.90
Grand Totals:							27.95	0.00	318,864.90

FIRE ISLAND UFSD

Trial Balance Report From 12/1/2019 - 12/31/2019



Account	Description	Debits	Credits
A 204	HSBC Checking	22,457.86	0.00
A 205	HSBC Money Market	0.00	362,577.01
A 206	HSBC Repair Reserve	9.53	0.00
A 207	HSBC Capital Reserve #2	29.33	0.00
A 208	HSBC Capital Reserve	27.95	0.00
A 380	Accounts Receivable	424.19	0.00
A 391-3	Due From Trust And Agency Fund	300,043.76	0.00
A 500	Payroll Clearing	0.00	175.74
A 521	Encumbrances	0.00	240,320.33
A 522	Expenditures	449,162.46	0.00
A 630	Due To Other Funds	0.00	207,819.86
A 821	Reserve For Encumbrances	240,320.33	0.00
A 825	Reserve For Retirement System Credit	175.74	0.00
A 980	Revenues	0.00	201,758.21
A Fund Totals:		1,012,651.15	1,012,651.15
H 204	HSBC Checking	4.42	0.00
H 980	Revenues	0.00	4.42
H Fund Totals:		4.42	4.42
TA 19	Teachers Retirement System	0.00	82.16
TA 20	Group Insurance -Aflac	215.68	0.00
TA 204	HSBC Checking	92,064.10	0.00
TA 24	Union Dues/F.I. Teachers Association	26.28	0.00
TA 630	Due To Other Funds	0.00	92,223.90
TA Fund Totals:		92,306.06	92,306.06
TE 204	HSBC Checking TE204	11.66	0.00
TE 980	Revenues	0.00	11.66
TE Fund Totals:		11.66	11.66
Grand Totals:		1,104,973.29	1,104,973.29

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 12/31/2019



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	274.98	673.28
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	3,690.98	5,177.38
A 1040.16	District Clerk		102,515.90	0.00	102,515.90	47,896.03	0.00	54,619.87
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	48,444.93	0.00	56,119.87
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	64,757.47	3,690.98	65,735.04
A 1240.15	Central Administration		207,429.51	0.00	207,429.51	100,501.70	0.00	106,927.81
A 1240.16	Central Administration		38,527.70	0.00	38,527.70	18,302.82	0.00	20,224.88
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	588.82	396.19
1240	CHIEF SCHOOL ADMINISTRATOR	*	252,657.21	2,802.02	255,459.23	122,856.31	2,471.54	130,131.38
12		**	252,657.21	2,802.02	255,459.23	122,856.31	2,471.54	130,131.38
A 1310.15	Business Administration		128,664.68	0.00	128,664.68	61,148.23	0.00	67,516.45
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	99,904.49	26,699.52	91,189.67
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	20,382.70	0.00	19,504.74
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	22,360.34	2,709.77	30,589.50
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 12/31/2019



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	141,437.43	48,609.29	122,873.57
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	74,778.41	0.00	73,847.20
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	138,579.48	64,475.14	143,639.77
A 1621.16	Maintenance Of Plant		95,686.61	0.00	95,686.61	43,335.16	0.00	52,351.45
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	3,103.89	10,703.14
1621	MAINTENANCE OF PLANT	*	173,686.61	32,790.89	206,477.50	67,082.39	15,786.34	123,608.77
A 1660.45	Central Storeroom		5,000.00	5,963.83	10,963.83	2,891.21	2,764.95	5,307.67
1660	CENTRAL STOREROOM	*	5,000.00	5,963.83	10,963.83	2,891.21	2,764.95	5,307.67
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 12/31/2019



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	234,211.12	84,857.54	289,762.30
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	665,676.26	161,617.10	647,163.89
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	19,396.24	0.00	48,071.40
A 2110.12	Teaching Regular School		916,941.80	0.00	916,941.80	282,934.68	0.00	634,007.12
A 2110.14	Teaching Regular School		15,000.00	0.00	15,000.00	6,456.00	0.00	8,544.00
A 2110.16	Teaching Regular School		85,859.96	0.00	85,859.96	24,683.92	0.00	61,176.04
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	3,519.44	2,963.35
A 2110.45	Teaching Regular School		15,000.00	2,686.90	17,686.90	6,311.10	11,256.54	119.26
A 2110.47	Teaching Regular School		220,500.00	190,647.15	411,147.15	190,561.80	210,787.68	9,797.67
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	559,751.52	254,765.63	780,762.54
21		**	1,395,769.40	199,510.29	1,595,279.69	559,751.52	254,765.63	780,762.54
A 2250.15	Programs for Students w/ Disabilities		51,539.91	0.00	51,539.91	14,242.24	0.00	37,297.67
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	119,367.43	127,923.24	213,511.54
22		**	313,369.32	147,432.89	460,802.21	119,367.43	127,923.24	213,511.54

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 12/31/2019



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2610.15	School Library		62,555.36	0.00	62,555.36	14,388.32	0.00	48,167.04
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	17,188.64	5,449.58	50,423.30
A 2630.15	Computer Assisted Instruction		124,170.41	0.00	124,170.41	58,013.15	0.00	66,157.26
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	759.90	151.55
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	206,518.38	91,864.07	136,902.80
26		**	379,525.77	128,821.00	508,346.77	223,707.02	97,313.65	187,326.10
A 2815.16	Health Services		103,322.50	0.00	103,322.50	36,987.84	0.00	66,334.66
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	39,789.59	2,000.00	72,940.91
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	6,931.20	0.00	10,068.80
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	11,766.20	17,112.00	10,069.09
28		**	216,222.50	3,055.85	219,278.35	51,556.35	83,207.94	84,514.06
2		***	2,350,886.99	491,970.03	2,842,857.02	964,198.04	599,435.46	1,279,223.52
A 5510.16	District Transportation		315,873.81	0.00	315,873.81	131,005.12	0.00	184,868.69
A 5510.16B			25,000.00	0.00	25,000.00	8,299.59	0.00	16,700.41
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 12/31/2019



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	218,734.98	110,926.40	293,090.62
A 5530.16	Garage Building		9,371.33	0.00	9,371.33	4,268.94	0.00	5,102.39
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	5,856.23	6,412.71	10,602.39
55		**	593,745.14	51,878.19	645,623.33	224,591.21	117,339.11	303,693.01
5		***	593,745.14	51,878.19	645,623.33	224,591.21	117,339.11	303,693.01
A 7140.16	Community Recreation		21,154.04	0.00	21,154.04	12,031.48	0.00	9,122.56
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	19,420.89	3,430.03	21,345.04
71		**	41,154.04	3,041.92	44,195.96	19,420.89	3,430.03	21,345.04
7		***	41,154.04	3,041.92	44,195.96	19,420.89	3,430.03	21,345.04
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	67,701.51	135,148.49	0.23
9030	SOCIAL SECURITY	*	192,500.00	10,350.23	202,850.23	67,701.51	135,148.49	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	373,257.62	456,105.51	44,084.91

FIRE ISLAND UFSD

Appropriation Status Detail Report By Function From 7/1/2019 To 12/31/2019



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9060	HOSPITAL, MEDICAL & DENTAL INS	*	807,240.00	66,208.04	873,448.04	373,257.62	456,105.51	44,084.91
90		**	1,382,740.00	84,016.27	1,466,756.27	554,718.33	591,254.00	320,783.94
9		***	1,382,740.00	84,016.27	1,466,756.27	554,718.33	591,254.00	320,783.94
	Fund ATotals:		5,677,301.62	796,588.21	6,473,889.83	2,428,604.73	1,473,075.70	2,572,209.40
	Grand Totals:		5,677,301.62	796,588.21	6,473,889.83	2,428,604.73	1,473,075.70	2,572,209.40

FIRE ISLAND UFSD

Revenue Status Report From 7/1/2019 To 6/30/2020



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	186,823.92	4,895,467.08
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	59,688.40	-31,688.40
A 1315	Adult Education	3,500.00	0.00	3,500.00	2,675.00	825.00
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	5,869.89	3,946.11
A 2665	Sale Of Equipment	6,000.00	0.00	6,000.00	17,316.71	-11,316.71
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	2,604.45	3,895.55
A 2705	Gifts & Donations	0.00	0.00	0.00	6,000.00	-6,000.00
A 3101	Basic State Aid	256,322.00	0.00	256,322.00	25,136.10	231,185.90
A 3101.EX	Excess Cost Aid	50,000.00	0.00	50,000.00	6,879.25	43,120.75
A 3102	Lottery Aid	0.00	0.00	0.00	7,618.27	-7,618.27
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	388,651.99	5,918,650.01
Grand Totals:		6,307,302.00	0.00	6,307,302.00	388,651.99	5,918,650.01

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
1985	☐	12/03/2019	1123	NYS INCOME TAX	TA 21	Trust & Agency Payment	5,015.19	0.00
Check Totals:							5,015.19	0.00
1986	☐	12/03/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	TA 18	Trust & Agency Payment	162.51	0.00
							152.76	0.00
							526.00	0.00
Check Totals:							841.27	0.00
1987	☐	12/03/2019	2076	FICA	TA 26	Trust & Agency Payment	4,846.06	0.00
							4,846.06	0.00
							1,416.99	0.00
							1,416.99	0.00
Check Totals:							12,526.10	0.00
1988	☐	12/03/2019	2910	Federal 941 Withholding	TA 22	Trust & Agency Payment	13,441.82	0.00
Check Totals:							13,441.82	0.00
1989	☐	12/03/2019	3228	Fire Island UFSD	TA 20.1	Trust & Agency Payment	965.86	0.00
Check Totals:							965.86	0.00
1990	☐	12/03/2019	3272	Fire Island UFSD - T & A	TA 29	Trust & Agency Payment	1,600.00	0.00
							3,018.88	0.00
Check Totals:							4,618.88	0.00
1991	☐	12/03/2019	3453	Net Pay - Fire Island UFSD	TA 10	Trust & Agency Payment	66,442.11	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
Check Totals:							66,442.11	0.00
1992	☐	12/16/2019	1123	NYS INCOME TAX	TA 21	Trust & Agency Payment	4,999.34	0.00
Check Totals:							4,999.34	0.00
1993	☐	12/16/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	TA 18	Trust & Agency Payment	165.04	0.00
							68.87	0.00
							526.00	0.00
Check Totals:							759.91	0.00
1994	☐	12/16/2019	2076	FICA	TA 26	Trust & Agency Payment	4,846.05	0.00
							4,846.05	0.00
							1,437.38	0.00
							1,416.79	0.00
Check Totals:							12,546.27	0.00
1995	☐	12/16/2019	2910	Federal 941 Withholding	TA 22	Trust & Agency Payment	13,356.33	0.00
Check Totals:							13,356.33	0.00
1996	☐	12/16/2019	3228	Fire Island UFSD	TA 20.1	Trust & Agency Payment	900.92	0.00
Check Totals:							900.92	0.00
1997	☐	12/16/2019	3272	Fire Island UFSD - T & A	TA 29	Trust & Agency Payment	1,600.00	0.00
							3,018.84	0.00
Check Totals:							4,618.84	0.00
1998	☐	12/16/2019	3453	Net Pay - Fire Island UFSD		Trust & Agency Payment		

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For TA - 6: Cash Disbursement



Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
						TA 10		66,479.79	0.00
Check Totals:								66,479.79	0.00
4508	☐	12/03/2019	2592	AFLAC		TA 20		1,782.11	0.00
Check Totals:								1,782.11	0.00
4509	☐	12/20/2019	1940	NYS UNITED TEACHERS		TA 24		551.70	0.00
						TA 24		0.00	0.00
Check Totals:								551.70	0.00
58945	☐	12/20/2019	2941	PAYROLL EXPENDITURE			Payroll Summary 12/20/2019		
					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		4,893.87	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		1,614.00	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		360.00	0.00
					201920	A 5510.16		13,747.78	0.00
					201920	A 5530.16		328.38	0.00
					201920	A 7140.16		824.36	0.00
					201920	A 5510.16B		673.11	0.00

FIRE ISLAND UFSD

Cash Disbursement Schedule Report For TA - 6: Cash Disbursement



Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
				PO Number	Account		
				201920	A 522	98,453.98	0.00
				201920	A 500	-98,453.98	0.00
				201920	A 521	0.00	0.00
				201920	A 821	0.00	0.00
Check Totals:						98,453.98	0.00
85014	☐	12/06/2019	2941	PAYROLL EXPENDITURE	Payroll Summary 12/6/2019		
				201920	A 1040.16	3,684.31	0.00
				201920	A 1240.15	7,730.90	0.00
				201920	A 1240.16	1,384.64	0.00
				201920	A 1310.15	4,703.71	0.00
				201920	A 1325.16	1,567.90	0.00
				201920	A 1620.16	5,073.86	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	1,614.00	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	4,808.28	0.00
				201920	A 2850.15	750.00	0.00
				201920	A 5510.16	13,796.37	0.00
				201920	A 5530.16	328.38	0.00
				201920	A 7140.16	1,002.98	0.00
				201920	A 5510.16B	254.31	0.00
				201920	A 522	98,706.77	0.00
				201920	A 500	-98,706.77	0.00
				201920	A 521	0.00	0.00
				201920	A 821	0.00	0.00
Check Totals:						98,706.77	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation		Paid	Liquidated
			PO Number		Account			
Number of Cash Disbursements: 18						Grand Totals:	407,007.19	0.00

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
A 1040.16	District Clerk	7,368.62	0.00
A 1240.15	Central Administration	15,461.80	0.00
A 1240.16	Central Administration	2,769.28	0.00
A 1310.15	Business Administration	9,407.42	0.00
A 1325.16	District Treasurer	3,135.80	0.00
A 1620.16	Operations Of Plant	9,967.73	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	3,228.00	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	9,405.36	0.00
A 2850.15	Co Curricular Activities	1,110.00	0.00
A 500	Payroll Clearing	-197,160.75	0.00
A 521	Encumbrances	0.00	0.00
A 522	Expenditures	197,160.75	0.00
A 5510.16	District Transportation	27,544.15	0.00
A 5510.16B		927.42	0.00
A 5530.16	Garage Building	656.76	0.00
A 7140.16	Community Recreation	1,827.34	0.00
A 821	Reserve For Encumbrances	0.00	0.00
Fund A Totals:		197,160.75	0.00
TA 10	Consolidated Payroll	132,921.90	0.00
TA 18	State Retirement	1,601.18	0.00
TA 20	Group Insurance -Aflac	1,782.11	0.00
TA 20.1	Group Health Insurance before	1,866.78	0.00

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For TA - 6: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation				
				PO Number	Account			Paid	Liquidated
Account		Description				Total Expensed	Total Liquidated		
TA 21		NYS Income Tax				10,014.53	0.00		
TA 22		Federal Income Tax				26,798.15	0.00		
TA 24		Union Dues/F.I. Teachers Association				551.70	0.00		
TA 26		FICA Liability				25,072.37	0.00		
TA 29		Tax Sheltered Annuities				9,237.72	0.00		
				Fund TA Totals:		209,846.44	0.00		
				Grand Totals:		407,007.19	0.00		

General Ledger Summary Postings

Account	Description	Debits	Credits
TA 204	HSBC Checking	0.00	209,846.44

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28753	☐	12/05/2019	2981	Advanced Industrial Maintenanc	3063	A 1620.40		325.00	325.00
Check Totals:								325.00	325.00
28754	☐	12/05/2019	1169	AMERICAN BANKERS INS. CO.	3198	A 1910.40		6,640.00	6,640.00
Check Totals:								6,640.00	6,640.00
28755	☐	12/05/2019	2947	Baldwin Automotive	3056	A 5510.40		698.33	698.33
Check Totals:								698.33	698.33
28756	☐	12/05/2019	1999	Bank of America Business Card			Voided During Printing	0.00	0.00
Check Totals:								0.00	0.00
28757	☐	12/05/2019	1999	Bank of America Business Card					
				3039		A 1240.20		174.95	174.95
				3042		A 2110.45		325.79	325.79
				3178		A 2110.40		180.22	180.22
				3183		A 2110.40		37.99	37.99
				3043		A 1660.45		37.11	37.11
				2373		A 2110.48		48.50	48.50
				3174		A 2110.45		54.00	54.00
				3191		A 1240.45		16.49	16.49
				3044		A 2630.40		14.99	14.99
				3045		A 7140.45		35.96	35.96
				3196		A 2110.40		60.96	60.96
				3197		A 2110.40		38.80	38.80
				3041		A 2110.45		205.42	205.42
				3173		A 2110.40		340.00	340.00
				3191		A 5510.45		27.62	27.62
Check Totals:								1,598.80	1,598.80

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28758	☐	12/05/2019	1115	FIRE ISLAND BOTTLE GAS CORP.	3069	A 1620.40		1,130.62	1,130.62
Check Totals:								1,130.62	1,130.62
28759	☐	12/05/2019	1054	FIRE ISLAND FERRIES, INC.	3068	A 1620.40		385.12	385.12
Check Totals:								385.12	385.12
28760	☐	12/05/2019	3849	Follett School Solutions, Inc	3139	A 2610.40		64.67	64.67
					2395	A 2610.40		43.95	43.95
Check Totals:								108.62	108.62
28761	☐	12/05/2019	1245	GALAXIE COFFEE SERVICE	3070	A 1620.40		294.75	294.75
					3070	A 1620.40		0.00	0.00
					3070	A 1620.40		0.00	0.00
Check Totals:								294.75	294.75
28762	☐	12/05/2019	2839	GLOBAL INDUSTRIAL EQUIPMENT	3159	A 1621.45		131.14	131.14
Check Totals:								131.14	131.14
28763	☐	12/05/2019	3074	GovConnection	3186	A 2110.45		72.42	72.42
Check Totals:								72.42	72.42
28764	☐	12/05/2019	1718	GRAINGER	3194	A 1621.45		372.19	372.19
					3200	A 1621.45		60.20	60.20
Check Totals:								432.39	432.39
28765	☐	12/05/2019	3832	Benetech, Inc.					

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
					3023	A 1310.40		75.00	75.00
							Check Totals:	75.00	75.00
28766	☐	12/05/2019	3574	Blackboard Inc.					
					3182	A 2110.40		292.00	292.00
							Check Totals:	292.00	292.00
28767	☐	12/05/2019	3830	Brennan Landscaping Co.					
					3064	A 1621.40		2,085.00	2,085.00
							Check Totals:	2,085.00	2,085.00
28768	☐	12/05/2019	3282	David A. Levenson					
					3047	A 2250.40		393.28	393.28
							Check Totals:	393.28	393.28
28769	☐	12/05/2019	1835	EASTERN SUFFOLK BOCES					
					3076	A 1680.49		4,316.12	4,316.12
					3076	A 1981.49		9,000.00	9,000.00
					3076	A 2010.49		6,000.00	6,000.00
					3076	A 2110.49		15,967.60	15,967.60
					3076	A 5510.49		0.00	0.00
							Check Totals:	35,283.72	35,283.72
28770	☐	12/05/2019	2870	ENVIROSCIENCE CONSULTANTS					
					3188	A 1620.40		750.00	750.00
							Check Totals:	750.00	750.00
28771	☐	12/05/2019	1750	GREAT SOUTH BAY YMCA					
					3006	A 2850.40		4,000.00	4,000.00
							Check Totals:	4,000.00	4,000.00
28772	☐	12/05/2019	2507	GUERCIO AND GUERCIO					
					3014	A 1420.40		2,884.33	2,884.33

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
Check Totals:							2,884.33	2,884.33
28773	☐	12/05/2019	3156	Iron Mountain 3025	A 1460.40		395.20	395.20
Check Totals:							395.20	395.20
28774	☐	12/05/2019	1020	KING KULLEN GROCERY CO., INC. 3048	A 1620.40		32.69	32.69
				3048	A 1620.40		0.00	0.00
				3048	A 1620.40		0.00	0.00
				3048	A 1620.40		0.00	0.00
Check Totals:							32.69	32.69
28775	☐	12/05/2019	2840	MUSIC And ARTS CENTER 3126	A 2110.40		172.50	172.50
Check Totals:							172.50	172.50
28776	☐	12/05/2019	2869	MUSICIAN'S FRIEND 3177	A 2110.40		33.97	33.97
Check Totals:							33.97	33.97
28777	☐	12/05/2019	2451	NATIONAL LIFE INSURANCE COMPANY 3208	A 9045.80		451.20	451.20
Check Totals:							451.20	451.20
28778	☐	12/05/2019	3777	Newsela 3155	A 2110.45		128.00	128.00
Check Totals:							128.00	128.00
28779	☐	12/05/2019	3787	Nickerson Corporation 3111	A 1310.40		572.76	572.76
Check Totals:							572.76	572.76

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
28780	☐	12/05/2019	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
28781	☐	12/05/2019	1126	NYS EMPLOYEES' RETIREMENT SYSTEM	3193	A 9010.80		113,308.00	113,308.00
					3193	A 9010.80		0.00	0.00
Check Totals:								113,308.00	113,308.00
28782	☐	12/05/2019	2813	PEST PRO EXTERMINATING COMPANY	3072	A 1620.40		95.00	95.00
Check Totals:								95.00	95.00
28783	☐	12/05/2019	3580	PSEG Long Island, LLC	3027	A 1620.40		1,224.34	1,224.34
					3028	A 5530.40		494.21	494.21
Check Totals:								1,718.55	1,718.55
28784	☐	12/05/2019	2214	SCHOOL SPECIALTY	3032	A 1660.45		79.41	79.41
Check Totals:								79.41	79.41
28785	☐	12/05/2019	1233	SCSSA	3206	A 1040.40		500.00	500.00
Check Totals:								500.00	500.00
28786	☐	12/05/2019	2456	STAPLES Contract & Commercial	3033	A 1660.45		156.35	156.35
Check Totals:								156.35	156.35
28787	☐	12/05/2019	3309	Suffolk Printing	3192	A 1620.45		407.50	407.50

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name PO Number	Account	Explanation	Paid	Liquidated
Check Totals:							407.50	407.50
28788	☐	12/05/2019	2380	TIME FOR KIDS 2416	A 2110.48		74.25	74.25
				2409	A 2110.20		49.50	49.50
Check Totals:							123.75	123.75
28789	☐	12/05/2019	2485	TOWN OF ISLIP 3060	A 5510.40		3,140.25	3,140.25
Check Totals:							3,140.25	3,140.25
28790	☐	12/05/2019	2111	Verizon 3049	A 1620.40		871.11	871.11
Check Totals:							871.11	871.11
28791	☐	12/05/2019	2431	VERIZON WIRELESS 3051	A 1620.40		425.61	425.61
Check Totals:							425.61	425.61
28792	☐	12/05/2019	3814	Windstream Communications, Inc 3052	A 1620.40		0.63	0.63
Check Totals:							0.63	0.63
28793	☐	12/05/2019	3012	Zonar System, Inc 3156	A 5510.45		335.50	335.50
Check Totals:							335.50	335.50
28794	☐	12/05/2019	3309	Suffolk Printing 3201	A 7140.40		250.00	250.00
Check Totals:							250.00	250.00
Grand Totals:							243,791.88	243,791.88

Number of Cash Disbursements: 42

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation	Paid	Liquidated
			PO Number		Account		
Account Distribution Totals							
Account	Description				Total Expensed	Total Liquidated	
A 1040.40	District Clerk				500.00	500.00	
A 1240.20	Central Administration				174.95	174.95	
A 1240.45	Central Administration				16.49	16.49	
A 1310.40	Business Admin				647.76	647.76	
A 1420.40	Legal				2,884.33	2,884.33	
A 1460.40	Records Management-Con Expenditure				395.20	395.20	
A 1620.40	Operations Of Plant				5,534.87	5,534.87	
A 1620.45	Operations Of Plant				407.50	407.50	
A 1621.40	Maintenance Of Plant				2,085.00	2,085.00	
A 1621.45	Maintenance Of Plant				563.53	563.53	
A 1660.45	Central Storeroom				272.87	272.87	
A 1680.49	Central Data Processing				4,316.12	4,316.12	
A 1910.40	Unallocated Insurance				6,640.00	6,640.00	
A 1981.49	Boces Administrative Charge				9,000.00	9,000.00	
A 2010.49	Curriculum Development				6,000.00	6,000.00	
A 2110.20	Teaching Regular School				49.50	49.50	
A 2110.40	Teaching Regular School				1,156.44	1,156.44	
A 2110.45	Teaching Regular School				785.63	785.63	
A 2110.48	Teaching Regular School				122.75	122.75	
A 2110.49	Teaching Regular School				15,967.60	15,967.60	
A 2250.40	Programs for Students w/ Disabilities				393.28	393.28	
A 2610.40	School Library				108.62	108.62	
A 2630.40	Computer Assisted Instruction				14.99	14.99	
A 2850.40	Co Curricular Activities				4,000.00	4,000.00	
A 5510.40	District Transportation				3,838.58	3,838.58	
A 5510.45	District Transportation				363.12	363.12	
A 5510.49	District Transportation				0.00	0.00	
A 5530.40	Garage Building				494.21	494.21	
A 7140.40	Connumity Recreation				250.00	250.00	
A 7140.45	Community Recreation				35.96	35.96	
A 9010.80	State Retirement				113,308.00	113,308.00	

FIRE ISLAND UFSD



Cash Disbursement Schedule Report For A - 7: Cash Disbursement

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	Explanation			
			PO Number		Account		Paid	Liquidated
Account	Description				Total Expensed	Total Liquidated		
A 9045.80	Life Insurance				451.20	451.20		
A 9060.80	Hospital & Dental Insurance				63,013.38	63,013.38		
					Fund A Totals:	243,791.88	243,791.88	
					Grand Totals:	243,791.88	243,791.88	

General Ledger Summary Postings

Account	Description	Debits	Credits
A 204	HSBC Checking	0.00	243,791.88
A 521	Encumbrances	0.00	243,791.88
A 522	Expenditures	243,791.88	0.00
A 821	Reserve For Encumbrances	243,791.88	0.00

FIRE ISLAND UFSD

Voided Checks Report For The Period 12/1/2019 - 12/31/2020



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	5,584,336							
3. Total Cash Receipts														
		47,208	30,951	35,235	34,557	25,478	236,572							-
4. Total Cash Available														
		7,325,108	7,073,864	6,571,830	6,232,559	5,923,717	5,820,908							
5. Cash Paid Out														
		282,195	537,269	373,828	334,320	339,381	484,364							
7. Cash Position														
[End of month]	0	7,042,913	6,536,595	6,198,002	5,898,239	5,584,336	5,336,544							

FIRE ISLAND UFSD

Check Warrant Report For A - 8: Cash Disbursement For Dates 1/1/2020 - 1/31/2020



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
28795	01/09/2020	2981	Advanced Industrial Maintenanc	3063	325.00
28796	01/09/2020	2443	ASCD	3237	49.00
28797	01/09/2020	2947	Baldwin Automotive	3056	9,397.01
28798	01/09/2020	1999	**CONTINUED** Bank of America Business Card		0.00
28799	01/09/2020	1999	Bank of America Business Card	3215	2,862.67
28800	01/09/2020	3832	Benetech, Inc.	3023	75.00
28801	01/09/2020	3844	Bus Parts Warehouse	3184	772.49
28802	01/09/2020	3872	Canon Solutions America, Inc	2338	1,105.68
28803	01/09/2020	1058	COASTAL ELECTRIC	3066	698.00
28804	01/09/2020	2296	CULLEN DANOWSKI	3024	3,000.00
28805	01/09/2020	1835	EASTERN SUFFOLK BOCES	3076	31,969.96
28806	01/09/2020	2870	ENVIROSCIENCE CONSULTANTS	3205	800.00
28807	01/09/2020	1115	FIRE ISLAND BOTTLE GAS CORP.	3069	6,778.63
28808	01/09/2020	1054	FIRE ISLAND FERRIES, INC.	3068	527.00
28809	01/09/2020	2468	FIRST RELIANCE STANDARD LIFE INSUR.	3031	6,049.26
28810	01/09/2020	1245	GALAXIE COFFEE SERVICE	3070	402.45
28811	01/09/2020	3074	GovConnection	3207	7,901.30
28812	01/09/2020	1718	GRAINGER	3225	372.66
28813	01/09/2020	3900	Great Minds, LLC	3212	1,484.84
28814	01/09/2020	2507	GUERCIO AND GUERCIO	3014	2,833.33
28815	01/09/2020	1023	I. JANVEY AND SONS, INC.	3199	287.97
28816	01/09/2020	3156	Iron Mountain	3025	794.35
28817	01/09/2020	1020	KING KULLEN GROCERY CO., INC.	3048	58.74
28818	01/09/2020	2679	LEARNER - CENTERED INITIATIVES	3026	3,150.00
28819	01/09/2020	1119	NYS EMP. HEALTH INS PENDING A/	3030	62,199.77
28820	01/09/2020	2261	PEGGY DANZIGER	3121	1,300.00
28821	01/09/2020	3498	Pep Boys	3058	90.96
28822	01/09/2020	3580	PSEG Long Island, LLC	3028	2,173.30
28823	01/09/2020	3102	Richard Security	3074	137.34
28824	01/09/2020	2456	STAPLES Contract & Commercial	3033	58.79
28825	01/09/2020	3458	Step Publishers	3209	86.95
28826	01/09/2020	2913	Stephane Rogers	3120	1,430.00
28827	01/09/2020	3351	Suffolk County Comm., Inc.	3059	612.00
28828	01/09/2020	3103	Syntax Communications	3053	945.00
28829	01/09/2020	2485	TOWN OF ISLIP	3060	2,955.94
28830	01/09/2020	3573	US Games	3204	120.45
28831	01/09/2020	2111	Verizon	3050	931.68
28832	01/09/2020	2431	VERIZON WIRELESS	3051	437.71
28833	01/09/2020	3814	Windstream Communications, Inc	3052	0.85

FIRE ISLAND UFSD

Check Warrant Report For A - 8: Cash Disbursement For Dates 1/1/2020 - 1/31/2020



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
Number of Transactions: 39				Warrant Total:	155,176.08
				Vendor Portion:	155,176.08

Certification of Warrant

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

Date

Signature

Title

	A	B	C	D	E	F
1	January 14, 2020 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	AIM Industrial Maintenance	Floors 21952	3063	\$325.00	\$325.00	28795
4	ASCD	Online membership 20-21	3237	\$49.00	\$49.00	28796
5	Baldwin Automotive	DOT Bus # 20 19-32371	3056	\$584.60		
6		DOT Bus # 22 19-32418	3056	\$380.00		
7		DOT Bus # 26 19-32178	3056	\$475.00		
8		Repairs Bus #20 19-32197	3056	\$390.25		
9		DOT Bus #23 19-32311	3056	\$414.12		
10		Repairs Bus #1 19-32281	3056	\$380.85		
11		Repairs Bus # 19 19-32305	3235	\$1,190.05		
12		Repairs Bus # 17 19-32240	3234	\$2,584.33		
13		Repairs Bus # 21 19-32106	3236	\$1,818.46		
14		DOT/Repairs Bus #19 19-32419	3241	\$1,179.35	\$9,397.01	28797
15	Bank of America Credit Card	AT & T access and Data Plan	3039	\$139.96		
16		Amazon.com glide caps for chairs	3224	\$48.72		
17		Amazon.com iPen pens	3228	\$29.97		
18		Amazon.com WeMo Plug	3222	\$178.88		
19		Teacherpayteachers	2373	\$8.50		
20		Amazon.com phone handset	3219	\$38.00		
21		Newsday Digital	3045	\$35.96		
22		Spotify	3044	\$14.99		
23		Amazon.com books,material	3042	\$35.41		
24		Amazon.com Speaker,charger	3214	\$564.00		
25		Amazon.com cord and phone	3215	\$303.66		
26		Amazon.com Swivel glides	3211	\$32.45		
27		Fire Island Ferries parking	3195	\$882.94		
28		US Post Office- bulk mail		\$235.00		

	A	B	C	D	E	F
1	January 14, 2020 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		Shoprite	3041	\$194.35	VOID	28798
30		Brightwaters Village Deli	3216	\$119.88	\$2,862.67	28799
31	Benetech, Inc	Think HR 27157	3023	\$75.00	\$75.00	28800
32	Bus Parts Warehouse	Child Seats IN120076	3184	\$772.49	\$772.49	28801
33	Canon Solutions America, Inc	Maintenance Contract 4031363740	2338	\$1,105.68	\$1,105.68	28802
34	Coastal Electric	Services 4277	3066	\$698.00	\$698.00	28803
35	Cullen and Danowski, LLP	Accounting Services 35435	3024	\$1,500.00		
36		Accounting Services 35744	3024	\$1,500.00	\$3,000.00	28804
37	Eastern Suffolk BOCES	Contracted Services C0419-20	3076	\$31,969.96	\$31,969.96	28805
38	Enviroscience Consultants	Training 29322	3205	\$800.00	\$800.00	28806
39	Fire Island Ferries, Inc.	Freight Charges FI19-21204	3068	\$263.50		
40		Freight Charges FI19-21294	3068	\$263.50	\$527.00	28808
41	Fire Island Bottled Gas	Fuel for Building 21002	3069	\$4,066.38		
42		Fuel for Building 21024	3069	\$1,697.50		
43		Fuel for Building 21031	3069	\$1,014.75	\$6,778.63	28807
44	First Reliance Standard Life , Ins.	Dental Insurance Dec.2019	3031	\$3,024.63		
45		Dental Insurance Jan. 2020	3031	\$3,024.63	\$6,049.26	28809
46	Galaxie Coffee Service	Supplies 899751	3070	\$103.85		
47		Supplies 900468	3070	\$145.35		
48		Supplies 900968	3070	\$153.25	\$402.45	28810
49	Grainger	Supplies 9386656681	3217	\$284.94		
50		Supplies 9390328178	3225	\$87.72	\$372.66	28812
51	Guercio and Guercio, LLP	Retainer 12/1/19	3014	\$2,833.33	\$2,833.33	28814
52	Gov Connection	Hardware 57330533	3207	\$7,130.92		
53		Toner 57392777	3226	\$770.38	\$7,901.30	28811
54	Great Minds, LLC	Math Modules INV043431	3213	\$158.04		

	A	B	C	D	E	F
1	January 14, 2020 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		Math Modules INV043458	3212	\$1,326.80	\$1,484.84	28813
56	I. Janvey and Sons, Inc	Supplies 237320	3199	\$287.97	\$287.97	28815
57	Iron Mountain	Records Retention CCDH250	3025	\$395.20		
58		Records Retention CHLM527	3025	\$399.15	\$794.35	28816
59	King Kullen	Groceries 192751317771	3048	\$7.82		
60		Groceries 192880501031	3048	\$7.77		
61		Groceries 193030538121	3048	\$7.77		
62		Groceries 193451365261	3048	\$10.17		
63		Groceries 193501484041	3048	\$10.27		
64		Groceries 193501486021	3048	\$4.37		
65		Groceries 200061448331	3048	\$10.57	\$58.74	28817
66	Learner-Centered Initiatives	Prof. Development 6435	3026	\$3,150.00	\$3,150.00	28818
67	NYS Emp. Health Ins. Pending A/C	Health Insurance 547	3030	\$62,199.77	\$62,199.77	28819
68	Peggy Danziger	Adult Ed Fall 2019	3121	\$1,300.00	\$1,300.00	28820
69	Pep Boys	Supplies 003481113635	3058	\$90.96	\$90.96	28821
70	PSEG	Electric for Main Building Dec. 2019	3027	\$1,310.84		
71		Electric for Garage Dec. 2019	3028	\$862.46	\$2,173.30	28822
72	Richard Security	Maintenance 45269	3074	\$137.34	\$137.34	28823
73	Staples Business Advantage	Supplies 3432075531	3033	\$58.79	\$58.79	28824
74	Step Publishers	Books 9225-1	3209	\$86.95	\$86.95	28825
75	Stephanie Rogers	Adult Ed Fall 2019	3120	\$1,430.00	\$1,430.00	28826
76	Suffolk County Communication, Inc	Radio Air Time 705245	3059	\$306.00		
77		Radio Air Time 705270	3059	\$306.00	\$612.00	28827
78	Syntax Communications	Printing Newsletter 15550	3053	\$945.00	\$945.00	28828
79	Town of Islip	Fuel for Buses 90115	3060	\$349.51		
80		Fuel for Buses 90162	3060	\$2,606.43	\$2,955.94	28829

	A	B	C	D	E	F
1	January 14, 2020 Warrant					
2	<u>Vendor</u>	<u>Description</u>	<u>P.O. #</u>	<u>Invoice Amount</u>	<u>Vendor Total</u>	<u>Check Number</u>
81	US Games	Soccer Balls 907442186	3204	\$120.45	\$120.45	28830
82	Verizon	Phone and Communication 12/21	3049	\$871.54		
83	Verizon	Emergency Phone Service 11/27/19	3050	\$27.57		
84		Emergency Phone Service 12/27/19	3050	\$32.57	\$931.68	28831
85	Verizon Wireless	Cell Phone Service 9844776237	3051	\$437.71	\$437.71	28832
86	Windstream	Long Distance phone 12/10/19	3052	\$0.85	\$0.85	28833
87		General Fund Total		\$155,176.08	\$155,176.08	

LEA CERTIFICATION FORM: Please download, sign, and upload this form to complete the submission of your LEA's Annual Professional Performance Review (APPR) plan.

By signing this document, the LEA and its collective bargaining agent(s) certify that the APPR plan submitted to the Commissioner for approval constitutes the school LEA's complete APPR plan, that all provisions of the plan that are subject to collective negotiations have been resolved pursuant to the provisions of Article 14 of the Civil Service Law, and that such plan complies with the requirements of Education Law §3012-d as amended by the Laws of 2019 and Subpart 30-3 of the Rules of the Board of Regents, and has been adopted by the governing body of the LEA.

The LEA and its collective bargaining agent(s), where applicable, also certify, upon information and belief, that all statements made herein are true and accurate and that any applicable collective bargaining agreements for teachers and principals are consistent with and/or have been amended and/or modified or otherwise resolved to the extent required by Article 14 of the Civil Service Law, as necessary to require that all classroom teachers and building principals will be evaluated using the APPR plan submitted to the Commissioner for approval.

The LEA and its collective bargaining agent(s), where applicable, also certify that this APPR Plan is the LEA's complete APPR Plan and that such plan will be fully implemented by the LEA; that there are no collective bargaining agreements, memoranda of understanding, or any other agreements in any form that prevent, conflict, or interfere with full implementation of the APPR Plan; and that no material changes will be made to the Plan through collective bargaining or otherwise except with the approval of the Commissioner in accordance with Subpart 30-3 of the Rules of the Board of Regents.

The school district and its collective bargaining agent(s), where applicable, also acknowledge that if approval of this APPR Plan is rejected or rescinded for any reason, any State aid increases received as a result of the Commissioner's approval of this APPR Plan may be withheld or forfeited by the State pursuant to Education Law §3012-d(11).

The LEA and its collective bargaining agent(s), where applicable, also make the following specific certifications with respect to their APPR Plan:

- Assure that the overall APPR rating will be used as a significant factor in employment decisions, including but not limited to: tenure determinations and teacher and principal improvement plans;
- Assure that the entire APPR will be completed for each teacher or principal as soon as practicable but in no case later than September 1 of the school year following the year in which the classroom teacher or building principal's performance is being measured;
- Assure that the LEA shall compute and provide to the teacher/principal his or her score and rating on the Student Performance category, if available, and for the Teacher Observation category or Principal School Visit Category of a teacher's or principal's APPR, in writing, no later than the last day of the school year for which the teacher or principal is being measured, but in no case later than September 1 of the school year following the year in which the teacher's or principal's performance is measured;
- Assure that the APPR Plan will be filed in the LEA's office and made available to the public on the LEA's website no later than September 10th of each school year or within 10 days after the plan's approval by the Commissioner, whichever shall later occur;
- Assure that complete and accurate teacher and student data will be provided to the Commissioner in a format and timeline prescribed by the Commissioner;
- Assure that the LEA will continue to report to the State individual subcomponent scores and the overall rating for each classroom teacher and building principal in a manner prescribed by the Commissioner;
- Assure that the LEA provides an opportunity for every classroom teacher and building principal to verify the subjects and/or student rosters assigned to them;
- Assure that teachers and principals will receive timely and constructive feedback as part of the evaluation process;
- Assure that any training course for lead evaluator certification addresses each of the requirements in the regulations, including specific considerations in evaluating teachers and principals of English language learners and students with disabilities;
- Assure that any teacher or principal who receives an Overall Rating of Developing or Ineffective in any school year will receive a Teacher Improvement Plan or Principal Improvement Plan, in accordance with all applicable statutes and regulations, by October 1 of the school year following the year in which such teacher's or principal's performance was measured or as soon as practicable thereafter.
- Assure that such improvement plan shall be developed by the superintendent or his/her designee in the exercise of their pedagogical judgment, and shall be subject to collective bargaining to the extent required under Article 14 of the Civil Service Law;
- Assure that all evaluators and lead evaluators, including independent evaluators and peer evaluators, as applicable, will be properly trained and that lead evaluators will be certified and recertified as necessary in accordance with all applicable statutes and regulations;
- Assure that LEA has collectively bargained appeal procedures that are consistent with the statute and regulations and provide for the timely and expeditious resolution of an appeal to the LEA;
- Assure that, for teachers, all observable NYS Teaching Standards/Domains of the selected practice rubric are assessed at least once a year across the total number of annual observations and, for principals, all observable ISLLC 2008 Leadership Standards/Domains of the selected practice rubric are assessed at least once a year across the total number of annual school

visits;

- Assure that it is possible for a teacher or principal to obtain each point in the scoring ranges, including 0, for each subcomponent and that the LEA shall ensure that the process by which weights and scoring ranges are assigned to subcomponents and categories is transparent and available to those being rated before the beginning of each school year;
- Assure that if a second measure for the Student Performance category is locally selected, then the same locally selected measures of student growth or achievement will be used across all classrooms in the same grade/subject, for teachers, or similar building configurations/programs, for principals, in the LEA will be used in a consistent manner to the extent practicable;
- Assure that all growth targets represent a minimum of one year of expected growth;
- Assure that any material changes to this APPR Plan will be submitted to the Commissioner for approval by March 1 of each school year;
- Assure that the LEA will provide the Department with any information necessary to conduct annual monitoring pursuant to Subpart 30-3 of the regulations;
- Assure that the amount of time devoted to traditional standardized assessments that are not specifically required by State or Federal law for each classroom or program of the grade does not exceed, in the aggregate, one percent of the minimum in required annual instructional hours for such classroom or program of the grade; and
- Assure that the amount of time devoted to test preparation under standardized testing conditions for each grade does not exceed, in the aggregate, two percent of the minimum required annual instructional hours for such grade. Time devoted to teacher administered classroom quizzes or exams, portfolio reviews, or performance assessments shall not be counted towards the limits established by this subdivision. In addition, formative and diagnostic assessments shall not be counted towards the limits established by this subdivision and nothing in this subdivision shall be construed to supersede the requirements of a section 504 plan of a qualified student with a disability or Federal law relating to English language learners or the individualized education program of a student with a disability.

Signatures, dates

Superintendent Signature:

Date:

Superintendent Name (print):

Teachers Union President Signature:

Date:

Teachers Union President Name (print):

Administrative Union President Signature:

Date:

Administrative Union President Name (print):

Board of Education President Signature:

Date:

Board of Education President Name (print):

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.
- b) "Private information" means either:
 - 1. 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 plus the data element is not encrypted or encrypted with an encryption key that has also been accessed or acquired:
 - (a) Social security number;
 - (b) Driver's license number or non-driver identification card number;
 - (c) Account number, credit or debit card number, in combination with any required security code, access code, 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.

(Continued)

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

- 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 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.
- 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

(Continued)

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

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.
- d) 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 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 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
- 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

(Continued)

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

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, New York State Department of State, and 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 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 New York State Attorney General and furnished upon request to any district required to make a notification in accordance with State Technology Law.

State Technology Law §§ 202 and 208
Adoption Date

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 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 adopted by the Board by September 1 of each school year.

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 plan 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.

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, teacher, administrator, and parent organizations, school safety personnel, and other school personnel.

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;

(Continued)

SUBJECT: SCHOOL SAFETY PLANS (Cont'd.)

- 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;
- 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;

(Continued)

SUBJECT: SCHOOL SAFETY PLANS (Cont'd.)

- 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);

(Continued)

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.

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).

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.

Education Law § 2801-a
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 childbirth. The District will make reasonable efforts to provide a room or other location in close proximity to the work area where the employee 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

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. The District is permitted to ask the 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.

h) Military Leave

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

i) 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)

Personnel

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-i, 202-j, 202-l 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 employees or other students on school property and at school functions.

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 to serve as the Dignity Act Coordinator (DAC) and receive reports of harassment, bullying, and/or discrimination. Each DAC will be:

- 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, and sex;
- 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.

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 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 discrimination;
- b) Address social patterns of harassment, bullying, and discrimination;
- c) Inform employees on the identification and mitigation of harassment, bullying, and discrimination;

(Continued)

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

- d) Enable employees to prevent and respond to incidents of harassment, bullying, and discrimination;
- e) Make employees aware of the effects of harassment, bullying, cyberbullying, and 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

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.

(Continued)

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

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 IncidentsReporting 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, 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.

Publication of District Policy

At least once during each school year, all 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 employees may report harassment, bullying, and/or discrimination. Additionally, the District will maintain a current version of this policy on its website at all times.

(Continued)

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