

AGENDA
ROCKY POINT PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
August 23, 2021

Reminder Regarding Public Comment:

- Public comment at meetings of the Board shall be restricted to civil discourse, free from disparaging remarks or inferences toward any person or organization. Speakers who fail to observe this protocol will be ruled out of order.
- A period of time not to exceed fifteen (15) minutes, unless extended at any given meeting by resolution of the Board, shall be provided prior to Board action on the agenda. Each speaker shall be limited to a maximum of three minutes. Speakers may not share, defer, or otherwise reallocate any or all of the three minutes afforded them.
- A period of time not to exceed thirty (30) minutes, unless extended at any given meeting by resolution of the Board, shall be provided subsequent to the completion of Board action on the agenda. Each speaker shall be limited to a maximum of three minutes. Speakers may not share, defer, or otherwise reallocate any or all of the three minutes afforded them.
- Speakers shall be ruled out of order if they attempt to speak about any specific student or employee, by name or title.

I Meeting called to Order:

Present: Susan Sullivan, President
Sean Callahan, Vice President
Edward Casswell, Trustee
Michael Lisa, Trustee
Jessica Ward, Trustee
Scott O'Brien, Ed.D., Superintendent of Schools
Susann Crossan, Assistant Superintendent
Christopher Van Cott, Assistant Superintendent for Business
Kelly White, District Clerk

Absent:

II Executive Session

At _____ p.m. motion made and seconded to adjourn to Executive Session to discuss _____.

Motion _____ 2nd _____ Vote _____

The Board returned to Open Session at _____ p.m.

Pledge of Allegiance

Superintendent's Report

CONSENT AGENDA

The items listed below are presented as part of the Consent Agenda which can be adopted by the Board of Education under a single motion followed by a second and then a formal vote. On the following page the Consent Agenda items are listed in their regular order within a group. Before an actual vote is taken, any Consent Agenda item may be removed by a Board member without a formal motion or second. If this occurs, the indicated resolution will be discussed during its regular order on the agenda and voted on individually.

III-VI Consent Agenda Items

BE IT RESOLVED, that the Board of Education accepts the following agenda items as one item.

- III: Minutes** –Regular Meeting June 14, 2021; Organizational Meeting / Regular Business Meeting July 8, 2021; Special Meeting July 27, 2021;
- IV: Treasurer’s Reports – June 2021**
- V: Internal Claims Audit Report – June and July 2021**
- VI: Committees on Special Education Schedules – 8-23-21-A and 8-23-21-B** as recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.

Motion_____2nd_____Vote_____

VII Donation from Southwestern Fundraising (Formerly Great American)

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation from Southwestern Fundraising in the amount of \$38.00, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves the recommendation of the Superintendent of Schools, to increase the general fund budget by \$38.00 as a result of the donation.

BE IT FURTHER RESOLVED, that the following budget code be adjusted to reflect that increase:

A 2110 500 03 0000 \$38.00

Motion_____2nd_____Vote_____

VIII Rocky Point PTA Donation of Picnic Tables, 65” Television, Chromecast and Mounting Hardware

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the two (2) SuperSaver Commercial Round Picnic Table, one (1) VIZIO 65” Class V-Series LED 4K UDH SmartCast TV (with 4-year Geek Squad Protection), one (1) Chromecast with Google TV-4K – Snow (with 4-year Geek Squad Protection) and one (1) TV mounting bracket form the Rocky Point PTA, valued at approximately \$2,555.00.

Motion _____ 2nd _____ Vote _____

IX Donation A+ Rewards from Stop & Shop (Ahold)

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donations from Stop & Shop (Ahold) and the A+ School Rewards program in the amount of \$447.77 and \$803.40, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves upon the recommendation of the Superintendent of Schools, to increase the general fund budget by \$1,251.17 as a result of the donations from Stop & Shop (Ahold) and the A+ School Rewards program.

BE IT FURTHER RESOLVED, that the following budget codes be adjusted to reflect that increase:

A 2110 500 01 0000 (FJC) \$447.77
A 2020 500 03 0000 (HS) \$803.40

Motion _____ 2nd _____ Vote _____

X Donation from Ohiopyle Prints, Inc.

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation from Ohiopyle Prints, Inc.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approves the recommendation of the Superintendent of Schools, to increase the general fund budget by \$19.46 as a result of the donation from Ohiopyle Prints, Inc.

BE IT FURTHER RESOLVED, that the following budget code be adjusted to reflect that increase:

A 2110 500 03 0000 \$19.46

Motion _____ 2nd _____ Vote _____

XI Surplus Books

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the following attached list.

Motion_____2nd_____Vote_____

XII Surplus Equipment

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the following attached lists of equipment.

Motion_____2nd_____Vote_____

XIII Adoption and Review/Re-Adoption of Board of Education Policy Numbers 3410, 5220, 5410, 5681, 7110, 6219 and 5640 (Second Reading)

BE IT RESOLVED, that the Board of Education adopts and reviews/re-adopts the following policies (second reading):

- 3410 Code of Conduct on School Property
- 5220 District Investments
- 5410 Purchasing
- 5681 School Safety Plans
- 7110 Rocky Point School District's Comprehensive Attendance Plan
- 6219 Registration and Professional Development Learning
- 5640 Smoking, Tobacco, and Cannabis (Marijuana) Use

Motion_____2nd_____Vote_____

XIV Adoption of Board of Education Policy Number 5350 (first reading)

BE IT RESOLVED, that upon the Superintendent of Schools, the Board of Education adopts the following policy (first reading)

- 5350 Payroll & Overtime

Motion_____2nd_____Vote_____

XV Participation in Cooperative Bid of Nassau County BOCES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the resolution to participate in the Nassau County BOCES Cooperative Bid for Tree Maintenance & Removal Services #19/20-007 through the bid expiration date of 5/23/2022, as per the attached.

Motion _____ 2nd _____ Vote _____

XVI Bid Award #21-08 Boiler Maintenance & Repair Contract Extension for 2021-22

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education renews the Agreement with Commercial Instrumentation Services for Boiler Maintenance & Repair for the period of 9/1/21 – 8/31/22, at no additional cost, as per the attached.

Motion _____ 2nd _____ Vote _____

XVII Award-RFQ #IT22-04 Rocky Point UFSD WiFi Upper Turf/Press Box

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education award RFQ #IT22-04 Rocky Point UFSD WiFi Upper Turf/Press Box to CORE, BTS, the lowest responsible bidder meeting bid specifications, as per the attached.

Motion _____ 2nd _____ Vote _____

XVIII Award – RFP #R22-04 Sensory Room Packages

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education awards RFP #R22-04 Sensory Room Packages to Fun and Function, as per the attached.

Motion _____ 2nd _____ Vote _____

**XIX Family Integrated Consulting & Resources / Project Presence
Proposal**

WHEREAS, the United States federal government enacted the American Rescue Plan (ARP) of 2021, Public Law 117-2 on March 11, 2021;

WHEREAS, the ARP provides financial assistance to States and school districts to sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation’s students;

WHEREAS, the District has developed a multi-year plan reflecting initiatives in accordance with the requirements of ARP which includes the need to provide evidence-based strategies to address students’ social, emotional, mental health and academic needs;

WHEREAS, the District has utilized Family Integrated Consulting & Resources, a provider of said services, and it is desirous to maintain and further expand the relationship with this vendor;

RESOLVED, based upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached proposal from Family Integrated Consulting & Resources as a sole source proprietor of a comprehensive integrated social, emotional, learning program; and

BE IT FURTHER RESOLVED, the proposal will be funded by the ARP and can be terminated by either party.

Motion _____ 2nd _____ Vote _____

XX North Shore Youth Council Proposal

WHEREAS, the United States federal government enacted the American Rescue Plan (ARP) of 2021, Public Law 117-2 on March 11, 2021;

WHEREAS, the ARP provides financial assistance to States and school districts to sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation’s students;

WHEREAS, the District has developed a multi-year reflecting initiatives in accordance with the requirements of ARP which includes the need to provide evidence-based strategies to address students’ social, emotional, mental health and academic needs;

WHEREAS, the District utilized North Shore Youth Council, a provider of said services, and is desirous to reestablish an agreement with this vendor;

RESOLVED, based upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached proposal from the North Shore Youth Council to provide student counseling and support services; and

BE IT FURTHER RESOLVED, the proposal will be funded by the ARP and can be terminated by either party.

Motion _____ 2nd _____ Vote _____

XXI Claims Service Bureau Contract

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute the Claims Service Bureau Agreement for the 2021-22 school year, to continue service for active claims preceding 7/1/2020.

Motion _____ 2nd _____ Vote _____

XXII Supplement to Bond Counsel Letter of Engagement 2021-22

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the President of the Board is authorized to execute the 2021-22 supplemental letter of engagement with Hawkins, Delafield & Wood to serve as bond counsel in relation to the District’s lease purchase of copy machines, network switches and firewall upgrades.

Motion _____ 2nd _____ Vote _____

XXIII Acceptance of NYS Comptroller's Audit Report and District's Corrective Action Plan

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the New York State Comptroller's Audit Report entitled "Overtime 2021 M-080" for the period July 1, 2017 through April 30, 2019;

BE IT FURTHER RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education accepts the attached Corrective Action Plan (CAP) as prepared by the Business Office in response to the audit above. As required by Commissioner's Regulation Section I 70.12(e)(4), the District's CAP has been submitted to the Office of the New York State Comptroller.

Motion _____ 2nd _____ Vote _____

XXIV Approval of 2021-22 Building-Level Safety Plans

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, in accordance with Education Law §2801-a and Commissioner’s Regulation §155.17, the Board of Education hereby adopts the 2021-22 building-level safety plans as confidential documents and will submit said plans to the New York State Department of Education as required.

Motion _____ 2nd _____ Vote _____

XXV Recertification of Qualified Lead Evaluator and Evaluator for Teachers and Principals

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby recertifies Dr. Michael Sherer as a Qualified Lead Evaluator or Evaluator of classroom teachers and building principals and certifies having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9. This recertification has been issued in accordance with the process for certifying lead evaluators and evaluators described in the district’s Annual Professional Performance Review Plan.

Motion _____ 2nd _____ Vote _____

XXVI Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Administrators’ Association

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Administrators’ Association for the purpose of modifying the March 21, 2026 Stipulation of Settlement (PERB Case No. U-34442 & U-34789 – Rocky Point UFSD).

Motion _____ 2nd _____ Vote _____

XXVII Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers’ Association

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers’ Association for the purpose of department chair persons in ENL/LOTE (K-12), Science (6-12), English (6-12), Social Studies (6-12) and Math (6-12).

Motion _____ 2nd _____ Vote _____

XXVIII Personnel

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the attached Personnel changes.

Motion _____ 2nd _____ Vote _____

XXIX New Business

At _____ PM motion made and seconded to go into Executive Session to discuss _____

Motion _____ 2nd _____ Vote _____

XXX Executive Session (if necessary)

At _____ PM, a motion was made by _____ and seconded by _____ to go into Executive Session to discuss _____.

Motion _____ 2nd _____ Vote _____

XXXI Adjournment

I move that the Board of Education adjourns the meeting at _____ PM

Motion _____ 2nd _____ Vote _____

MINUTES
ROCKY POINT PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
June 14, 2021

Mrs. Sullivan called the meeting to order at 6 p.m. in the auditorium of Rocky Point High School.

Present: Susan Sullivan, President
Sean Callahan, Vice President
Edward Casswell, Trustee
Jessica Ward, Trustee
Scott O'Brien, Ed.D., Superintendent of Schools
Susann Crossan, Assistant Superintendent
Christopher Van Cott, Assistant Superintendent for Business
Kelly White, District Clerk

Absent: Gregory Amendola, Trustee

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION

At 6 p.m. a motion was made by Ed Casswell, and seconded by Jessica Ward, to go into Executive Session to discuss personnel and confidential legal matters.

All in favor – Motion carried 4-0

The Board returned to open session at 7:06 p.m.

SUPERINTENDENT'S REPORT

Dr. O'Brien began by acknowledging and extending his sincere gratitude to Rocky Point staff member, Mr. David Cook. Mr. Cook was working in the cafeteria when he noticed a student was choking. He sprang into action and performed the Heimlich Maneuver. Mr. Cook's quick response and decisive action saved Ms. Avery Ward's life. Dr. O'Brien called Mr. Cook, Avery and Ms. Ward to the podium and presented Mr. Cook with a certificate to signify the community's gratitude.

Mr. Delargy congratulated Mr. Cook on his heroic efforts. He began speaking regarding Mrs. Rose Monz and her upcoming retirement. Mr. Delargy described her as someone who made her job part of her life. She worked under five Athletic Directors during her 27 years in Rocky Point. Mrs. Monz fielded endless text messages from coaches and was always happy to help. She is also described as generous, reliable, determined, thoughtful, compassionate and having a tremendous work ethic. Mrs. Monz will be enjoying more time with her husband Ken, their two children, Erica and Ken Jr. and their six grandchildren. Mr. Delargy wished Mrs. Monz a happy retirement and commented on how much she is loved and will be missed.

Mr. Hart congratulated Mrs. Monz on her retirement and noted the impact that her inspirational quotes had on everyone each day. He added that her friendly demeanor and the way she treated people will be greatly missed.

Mr. Hart spoke regarding Mrs. Lisa Volpe's upcoming retirement and commented on how he tried to talk her out of it on several occasions. Mrs. Volpe first crossed paths with Dr. Herbert and Dr. O'Brien when she came to the Frank J. Carasiti School as part of a fundraiser for Long Island Marine Moms which she founded along with her sister. As a mom of four sons who were active in the military she created this group to lend support to other families. Mrs. Volpe started working at FJC in 2006 when her son entered kindergarten. She then came to the High School in 2018. Here, she quickly gained the respect and affection from both staff and students. Mrs. Volpe is described by colleagues as dedicated, sincere, genuine, encouraging, good natured, supportive, artistic, kind and a hard worker with a sweet tooth. Mr. Hart congratulated Mrs. Volpe on her retirement and thanked her for many years of service.

Mr. Scott Bullis spoke regarding Ms. Patricia Gibaldi who has worked in the Rocky Point School District for 43 years. She began as a substitute in 1978, started working part time in 1981 and became a full time teacher's aide in 1986. Ms. Gibaldi is described as having a legendary work ethic, extremely hard working and always there to help both staff and students. She is loyal, selfless, gentle, resilient, has a positive attitude and the patience of a saint. Mr. Bullis explained the tremendous care that she put into knitting not only for her students but for staff members as well as newborns in their families. Ms. Gibaldi went above and beyond in her duties. Mr. Bullis noted that her kindness will never be forgotten. He wished Ms. Gibaldi a happy retirement.

Dr. O'Brien congratulated Mrs. Monz, Mrs. Volpe and Mrs. Gibaldi on their retirement. He then thanked Board Trustee Mr. Gregory Amendola who will be completing his term at the end of the month. Dr. O'Brien noted his invaluable insight and countless hours of hard work.

Dr. O'Brien informed the honorees and those in the audience that the business portion of the meeting was about to begin and they may want to take this opportunity to take their guests home.

Mrs. Sullivan opened the floor to questions/comments regarding the agenda.

There were no questions/comments.

CONSENT AGENDA

The items listed below are presented as part of the Consent Agenda which can be adopted by the Board of Education under a single motion followed by a second and then a formal vote. On the following page the Consent Agenda items are listed in their regular order within a group. Before an actual vote is taken, any Consent Agenda item may be removed by a Board member without a formal motion or second. If this occurs, the indicated resolution will be discussed during its regular order on the agenda and voted on individually.

III-IX CONSENT AGENDA ITEMS

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that the Board of Education accepts the following agenda items as one item.

- III: Minutes** – Regular Meeting May 18, 2021; Special Meeting June 3, 2021
- IV Budget Transfer Summary** – May 2021
- V: Treasurer’s Reports** – May 2021
- VI: Extra-Classroom Activity Account Treasurer’s Report** – May 2021
- VII: Financial Reports** – May 2021
- VIII: Internal Claims Audit Report** – May 2021
- IX: Committees on Special Education Schedules 6-14-21-A and 6-14-21-B** as recommended by the Superintendent of Schools, to arrange for appropriate services, as indicated.

All in favor – Motion carried 4-0

X SOUND BEACH MUSIC SCHOLARSHIP DONATION

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education approves and accepts the scholarship donation from Sound Beach Music Inc. in the amount of \$500.00, to be deposited to the Scholarship Account U9016.

All in favor – Motion carried 4-0

Mrs. Sullivan thanked Sound Beach Music for their donation.

XI KENNETH J. EDWARDS MEMORIAL SCHOLARSHIP DONATION

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education approves and accepts the donation on behalf of the Kenneth J. Edwards Memorial Scholarship from William Edwards Jr. and Sherri Edwards in the amount of \$200.00, James and Debra Kidney in the amount of \$50.00, Robert and Valerie DeRosa in the amount of \$100.00 and Susan Connors in the amount of \$100.00, to be deposited to the Scholarship Fund U9003.

All in favor – Motion carried 4-0

Mrs. Sullivan thanked all those who donated.

XII SURPLUS BOOKS

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the books on the following attached list.

All in favor – Motion carried 4-0

XIII SURPLUS EQUIPMENT

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the following attached list of equipment.

All in favor – Motion carried 4-0

XIV APPROVAL OF PHASE I AMENDMENT OF THE SMART SCHOOLS INVESTMENT PLAN BY THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves Phase I Amendment of the Smart Schools Bond Act Investment Plan as per the attached.

All in favor – Motion carried 4-0

XV ADOPTION OF THE 2021-2026 ROCKY POINT UFSD PROFESSIONAL DEVELOPMENT PLAN

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2021-2026 Professional Development Plan.

All in favor – Motion carried 4-0

XVI RFP #R19-02 MEDICAID CONSULTANT SERVICES CONTRACT EXTENSION FOR 2021-22

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education renews the agreement with Zycron Industries, LLC for Medicaid Consultant Services for the 2021-2022 fiscal year at no additional cost as per the attached.

All in favor – Motion carried 4-0

**XVII RFP #R21-03 – STAFFING SERVICES FOR RN
SUBSTITUTES CONTRACT EXTENSION FOR 2021-22**

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education renews the Agreement with Homecare Therapies LLC / dba Horizon Healthcare Staffing, Health Source Group and Serene Services, Inc. / dba Serene Home Nursing Agency for the 2021- 2022 fiscal year, as per the attached, with the understanding that substitute nurses will be sought from the lowest priced provider first.

All in favor – Motion carried 4-0

**XVIII BID #21-03 – FOOD SERVICE REFRIGERATION REPAIR
CONTRACT EXTENSION FOR 2021-22**

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education renews the Agreement with Pro Cold East, Inc. / dba Refrigeration Utilities for Food Service Refrigeration Repair for the 2021-22 fiscal year, at no additional cost, as per the attached.

All in favor – Motion carried 4-0

**XIX BID AWARD #21-06 – ELECTRICAL SERVICES CONTRACT
EXTENSION FOR 2021-22**

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education renews the Agreement with New York Trenchless, Inc. for Electrical Services for the 2021-22 fiscal year, at no additional cost, as per the attached.

All in favor – Motion carried 4-0

**XX RFP #22-01 AWARDS – EDUCATIONAL, BEHAVIORAL &
RELATED SERVICES FOR 2021-2022**

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and appoints the attached list of providers for various Special Education Services, in accordance with the scope of services submitted in response to the District's requests for proposal, as per the attached. Where multiple firms are approved for the same service, every effort will be made to assign the work to the lowest cost provider first, in accordance with the requirements of each student's IEP or 504 plan.

All in favor – Motion carried 4-0

**XXI AWARD-RFQ #IT22-01 DISTRICT WIDE FIREWALL UPGRADE
& ADDITION TO THE CENTRAL FIREWALL**

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education award RFQ #IT22-01 District Wide Firewall Upgrade & Addition to the Central Firewall to CORE, BTS, the lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 4-0

**XXII AWARD-RFQ #IT22-02 CORE SWITCH REPLACEMENT AT
FRANK J. CARASITI AND JOSEPH A. EDGAR ELEMENTARY
SCHOOLS**

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education award RFQ #IT22-02 Core Switch Replacement at Frank J. Carasiti and Joseph A. Edgar Elementary Schools to CORE, BTS, the lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 4-0

XXIII BID AWARD #22-03 LAND CLEARING / TREE WORK SERVICES

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education awards Bid #22-03 Land Clearing / Truck Work Services to Gallino & Sons Trucking, Inc., the overall lowest responsible bidder meeting bid specifications, as per the attached.

All in favor – Motion carried 4-0

**XXIV RESOLUTION OF THE ROCKY POINT UNION FREE SCHOOL
DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK (THE
“SCHOOL DISTRICT”) AUTHORIZING ONE OR MORE
INSTALLMENT PURCHASE CONTRACTS WITH JP MORGAN
CHASE BANK, N.A. OR ITS WHOLLY-OWNED SUBSIDIARY OR
AFFILIATE AND MAKING CERTAIN OTHER DETERMINATIONS
IN CONNECTION THEREWITH**

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

WHEREAS, the Board of Education of the Rocky Point Union Free School District, in the County of Suffolk, New York (the “School District”) has heretofore determined to acquire certain vehicles and equipment for use by the District; and

WHEREAS, the School District has heretofore determined that the most economical and efficient means of acquiring said vehicles and equipment is pursuant to a lease purchase or installment purchase of the equipment; and

WHEREAS, following the review of proposals received by the School District, the Board of Education adopted a resolution on February 8, 2021 accepting the proposal of JPMorgan Chase Bank, N.A. (“JPMorgan”); which represented the proposal that was most responsive to the requirements of the District’s solicitation; and

WHEREAS, on May 18, 2021, a majority of the voters of the School District voting at the Annual District Meeting and Election approved the acquisition and financing of said vehicles and equipment; and

WHEREAS, the Board of Education is now required to authorize one or more installment purchase contracts to finance the cost of acquiring said vehicles and equipment and to set the final terms related thereto, such terms to be determined in accordance with the provisions set forth in the JPMorgan proposal.

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, HEREBY RESOLVES (by a majority vote of all the members of said Board) AS FOLLOWS:

Section 1. The President of the Board of Education, the Vice President of the Board of Education, the Superintendent of Schools, the Assistant Superintendent for Business and/or District Treasurer (collectively the “Authorized Representatives” and individually, the “Authorized Representative”), acting on behalf of the School District and with the advice of counsel, are hereby authorized to negotiate, enter into, execute, and deliver one or more lease purchase agreements (the “Equipment Lease”) with JP Morgan Chase Bank, N.A., or its wholly-owned subsidiary or affiliate (the “Lessor”). The Authorized Representatives are hereby further authorized to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Lease (including, but not limited to, escrow agreements), as the Authorized Representatives deem necessary and appropriate with the advice of counsel. All other related contracts, riders, certificates, schedules, amendments and agreements necessary and incidental to the Equipment Lease are hereby authorized, and such documents shall be filed in the office of the District Clerk and made available for public inspection.

Section 2. The aggregate original principal amount of the Equipment Lease shall not exceed \$279,000 and shall bear interest and mature as set forth in the Equipment Lease.

Section 3. The School District’s obligations under the Equipment Lease shall be subject to annual appropriation or renewal by the Board of Education of the School District as set forth in each Equipment Lease and the School District’s obligations under the Equipment Lease shall not constitute a general obligation of the School District or indebtedness under the Constitution or laws of the State of New York.

Section 4. The Authorized Representatives are hereby authorized to take any and all other actions necessary in connection with the Agreement, the Equipment Lease, and all matters related thereto.

Section 5. This resolution shall take effect immediately.

All in favor – Motion carried 4-0

**XXV LONG ISLAND NUTRITION DIRECTORS
COOPERATIVE BID – 2021-2022 PARTICIPATION**

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the resolution to participate in the Long Island Nutrition Directors Cooperative Bid for the 2021-2022 fiscal year, as attached.

All in favor – Motion carried 4-0

XXVI STUDENT INSTRUCTIONAL SERVICES CONTRACT

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that the Board of Education has considered the request for a contract between Rocky Point Schools and Stasia and Ashley McKenzie for their children, Sophia McKenzie (grade 1), Grayson McKenzie (grade 2) and Jordan McKenzie (grade 8) to remain in the Rocky Point Union Free School District tuition-free for the remainder of the 2020-2021 school year beginning on May 14, 2021 and ending on June 25, 2021.

BE IT FURTHER RESOLVED, that the Board of Education approves this request.

All in favor – Motion carried 4-0

**XXVII SPECIAL EDUCATION 2021-22 CONTRACT – NYSARC INC. –
SUFFOLK (AHRC)**

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to enter into a contract with NYSARC Inc. – Suffolk (AHRC) for special education instructional services for the 2021-2022 school year as required under applicable Individual Educational Programs, applicable law, and/or District Policy.

All in favor – Motion carried 4-0

XXVIII EPI PEN USAGE – GENERAL RELEASE FORM

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that based upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached General Release form between the District and its transportation carrier, First Student Inc., for the administration of epinephrine injection(s) on school buses and/or vans to students with the authorization of a licensed health care provider and signed consent from their parent/guardian.

BE IT FURTHER RESOLVED, said parent/guardian will agree to release, indemnify and hold harmless the Rocky Point Union Free School District, its officials, employees and agents and First Student Inc., its affiliates, employees, designated personnel and agents from any and all liability for damages or injury resulting directly or indirectly from this authorization including, but not limited to, negligence.

NOW, THEREFORE, BE IT RESOLVED, the President of the Board of Education is authorized to execute the General Release firm.

All in favor – Motion carried 4-0

**XXIX TERRACES ON THE SOUND PROPERTY
ASSOCIATION PRIVATE ROAD TRANSPORTATION
AGREEMENT 2021-2022**

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the Assistant Superintendent of Business to enter into an Agreement with Terraces on the Sound Property Association for District pupil transportation services on private roads within the community, as per the attached.

All in favor – Motion carried 4-0

XXX 2021-2022 OMNI RENEWAL SERVICES AGREEMENT

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to execute The Omni Group Renewal Services Agreement for the 2021-2022 school year, at the rate of \$35.00 per participant account.

All in favor – Motion carried 4-0

**XXXI AGREEMENTS FOR UNIVERSAL PRE-KINDERGARTEN SERVICES
FOR THE 2021-2022 SCHOOL YEAR**

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to enter into Agreements with Step by Step Early Learning Center, Little Rascals and Trinity Lutheran Nursery School for Universal Pre-Kindergarten services for the 2021-2022 school year, as per the attached.

All in favor – Motion carried 4-0

**XXXII AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE
ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE
ROCKY POINT TEACHERS' ASSOCIATION (A.)**

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board of Education authorizes the President of the Board of Education to execute an Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for the purpose of department chair persons in one (1) Special Area Chairperson (Library K-12, Art K-12)

All in favor – Motion carried 4-0

**XXXIII AGREEMENT BETWEEN THE BOARD OF EDUCATION OF
THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE
ROCKY POINT TEACHERS' ASSOCIATION (B.)**

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an Agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for the purpose of department chair persons at the elementary level in science (K-2 and 3-5) and math (K-2, 3-5).

All in favor – Motion carried 4-0

**XXXIV AGREEMENT BETWEEN THE BOARD OF EDUCATION OF
THE ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE
ROCKY POINT TEACHERS' ASSOCIATION (C.)**

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for four (4) building-level special education facilitators (K-2, 3-5, 6-8, 9-12).

All in favor – Motion carried 4-0

**XXXV AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE
ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE
ROCKY POINT TEACHERS' ASSOCIATION (D.)**

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the President of the Board of Education to execute an agreement between the Board of Education of the Rocky Point Union Free School District and the Rocky Point Teachers' Association for the purpose of department chair persons in ENL/LOTE (K-12), Science (6-12), English (6-12), Social Studies (6-12) and Math (6-12).

Mr. Callahan and Ms. Ward opposed
Motion failed 2-2

**XXXVI MEMORANDUM OF AGREEMENT BETWEEN THE BOARD OF
EDUCATION AND THE ROCKY POINT TEACHERS' ASSOCIATION**

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board of Education authorizes the President of the Board of Education to execute a Memorandum of Agreement between the District and the Rocky Point Teachers' Association for the purpose of adding two (2) clubs that shall become part of Schedule B of the Collective Bargaining Agreement between the Rocky Point Union Free School District and the Rocky Point Teachers' Association effective July 1, 2021 as per the attached.

All in favor – Motion carried 4-0

**XXXVII AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE
ROCKY POINT UNION FREE SCHOOL DISTRICT AND THE
ROCKY POINT SCHOOL-RELATED PROFESSIONALS'
ASSOCIATION**

Upon a motion made by Jessica Ward, and seconded by Ed Casswell, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves an Agreement for the period of July 1, 2021 through June 30, 2022 between the Rocky Point School-Related Professionals' Association and the Rocky Point Union Free School District.

All in favor – Motion carried 4-0

XXXVIII PERSONNEL

Upon a motion made by Ed Casswell, and seconded by Sean Callahan, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the attached Personnel changes.

All in favor – Motion carried 4-0

XXXIX NEW BUSINESS

Mrs. Sullivan inquired of the trustees if there was any new business they wished to discuss.

There was no new business.

Mrs. Sullivan congratulated the following new staff members on their appointments:

Mr. Jachan Watkis – Director of MST
Ms. Jessica Spitz – HS Music Teacher
Ms. Emily Lamia – MS Music Teacher

Once again Mrs. Sullivan invited the meeting attendees for questions/comments.

- Ms. Lombardi-Curtin thanked the Board and Superintendent for their efforts in getting the children back into the school buildings. She spoke regarding proactive action to stop the mask and vaccine mandates. Ms. Lombardi-Curtin asked that the Board support these efforts as they are shared by many other parents in the community.
- Ms. Walsh thanked the Superintendent for the joint letter that was sent to the Governor and NYSDOH. She asked the school board to continue to advocate for the children and stop the mask mandate.
- Ms. Baldi thanked the Superintendent for the joint letter. She asked that the Superintendents stand together against the mask mandate. Ms. Baldi also suggested team building exercises at recess to combat the negative social effects of social distancing.
- Ms. Drago thanked the Superintendent and Board of Education for their efforts. She expressed concerns with disciplinary action due to not adhering to mask-wearing guidelines. Ms. Drago also discussed some negative associations with wearing a mask. Dr. O'Brien advised that he addressed the concern brought to his attention that occurred on the bus. He added that he also reached out to all (4) building Principals who were all very receptive to the conversation regarding flexibility with mask breaks.

- Ms. Solano thanked the Board and the Superintendent and provided information regarding a recent survey she conducted. The survey included the percentage of parents that would consider homeschooling if mask and vaccine mandates were in place.
- Ms. Kelly discussed the number of lives lost in the pandemic. She also spoke regarding years of research being required in order to provide long term effects of vaccines. Ms. Kelly discussed CRT being introduced into the curriculum and the need for discussions to occur in order to achieve change.

Dr. O'Brien thanked the meeting attendees for coming out. He commented on what a challenging year it had been. Dr. O'Brien shared his appreciation for the way everyone united in order to get the children back into school. He reviewed some of the major achievements such as K-5 students who attended school in-person 5 days per week for the entire school year, followed by the remaining grades who began attending 5 days in the Fall. Additionally, he noted the full virtual option that was offered throughout the year. Dr. O'Brien expressed his gratitude for the students and staff that stayed home when they were not feeling well as well as those who quarantined when required in order to allow our doors to remain open.

XL ADJOURNMENT

At 8:25 p.m. a motion was made by Sean Callahan, and seconded by Ed Casswell, to adjourn the meeting.

All in favor – Motion carried 4-0

Respectfully submitted,

Kelly White
District Clerk

MINUTES
Annual Organizational Meeting and July 2021 Regular Business Meeting
Rocky Point Schools - Board of Education
July 8, 2021

I. OPENING OF MEETING BY DISTRICT CLERK

- a. The meeting called to order at 7:06 p.m. in the high school auditorium.
- b. Sean Callahan
Edward Casswell
Michael Lisa
Susan Sullivan
Jessica Ward
Scott O'Brien, Ed.D., Superintendent of Schools
Susann Crossan, Assistant Superintendent
Christopher Van Cott, Assistant Superintendent for Business
Kelly White, District Clerk
- c. Pledge of Allegiance to the Flag

II. DISTRICT CLERK ADMINISTERS OATH OF OFFICE TO RE-ELECTED BOARD MEMBER EDWARD CASSWELL AND NEWLY-ELECTED BOARD MEMBER MICHAEL LISA

III. ELECTION OF OFFICERS

- a. **ELECTION OF THE PRESIDENT OF THE BOARD**
(Ed. Law 1701, 2504, 2563)

The district clerk asked for nominations for the office of president of the Board of Education. Ed Casswell nominated, and Jessica Ward seconded, Susan Sullivan for the office of president of the Board of Education. With no further nominations for the office of president, a roll call vote was taken for Susan Sullivan as Board of Education president.

All in favor - Motion carried 5-0

The oath of office was administered to Mrs. Sullivan by Kelly White, district clerk.

Chair relinquished by the district clerk to President Sullivan.

- b. **ELECTION OF VICE PRESIDENT OF THE BOARD**

President Sullivan requested nominations for the office of vice president of the Board of Education. Susan Sullivan nominated, and Jessica Ward seconded, Sean Callahan for the office of vice president of the Board of Education. With no further nominations for the office of vice president, a roll call vote was taken for Sean Callahan as Board of Education vice president.

All in favor - Motion carried 5-0

The oath of office was administered to Mr. Callahan by Kelly White, district clerk.

Upon a motion made by Susan Sullivan, and seconded by Sean Callahan, items **IV – VIII** (with the exception of W. Personnel) were combined and approved as presented.

All in favor – Motion carried 5-0

IV. ANNUAL APPOINTMENTS

BE IT RESOLVED, that the Board of Education make the following appointments for the 2021-2022 fiscal year at the annual expense indicated below:

OFFICERS			
ITEM	POSITION	NAME	ANNUAL EXPENSE
1	District Clerk	Kelly White	\$17,886 per year
2	Assistant District Clerk	Loretta Sanchez	Current hourly rate for regular time and overtime, as required by the BOE
3	District Treasurer	Virginia Holloway	No additional compensation beyond contractual wages
4	Deputy District Treasurer	Linda Bilski	Current hourly rate for regular time and overtime as required by the Board of Education
5	Claims Auditor / Extra-Classroom Activity Accounts Claims Auditor	Dennehy Accounting Services	\$19,200 per year for weekly service
NON-OFFICERS			
	POSITION	NAME	ANNUAL EXPENSE
6	Tax Collector	Virginia Holloway	No additional compensation beyond contractual wages
7	Treasurer—Extra Classroom Activities Accounts	Linda Bilski	\$8,076 per year
8	External Auditors	R.S. Abrams & Co.	\$32,000 per year
9	Internal Auditor	Nawrocki Smith, LLP	\$18,500 per year
10	General/Labor Counsel	Kevin Seaman, Esq.	Yearly retainer fee: \$25,000. Per hour fee of \$200 for litigation services.
11	Bond Counsel	Hawkins Delafield and Wood, LLP	As per contract

12	School Physicians	Rocky Point Medical Care, P.C. (Dr. Gil); Concussion Specialists (at no cost to the district): Jennifer Gray, DO, Anuja Korlipara, MD, Mark Harary, MD, and Hayley Queller, MD, Danielle DeGiorgio, DO, and Brett Silverman, MD, of the St. Charles Hospital ImPACT Program	As per contracts – Rocky Point Medical Care; ImPACT Program at no cost to district
13	Purchasing Agent	Debra Hoffman	\$30,244 per year
14	Deputy Purchasing Agent	Christopher Van Cott	No additional compensation beyond contractual wages
15	Audit Committee Members	Sean Callahan, Edward Casswell, Michael Lisa, Susan Sullivan, Jessica Ward	N/A
16	Incarcerated Youth/Designated Educational Official	Aaron Factor	No additional compensation beyond contractual wages
17	Homeless and Foster Children and Youth	Amy Canzanella, Liaison	As per BOE appointment
18	FERPA Officer	Aaron Factor	No additional compensation beyond contractual wages
19	Medicaid Compliance Officer	Kristen White	No additional compensation beyond contractual wages
20	Section 504 Coordinators	Jonathan Hart (RPHS), James Moeller (RPMS), Scott Bullis (JAE), Jason Westerlund (FJC), Kristen White (District)	No additional compensation beyond contractual wages
21	Title IX Coordinators / Complaint Officers	Aaron Factor, Susann Crossan, Christopher Van Cott, and District General Counsel	No additional compensation beyond contractual wages for employee coordinators; as per contract for General Counsel
22	Americans with Disabilities Act (ADA) Coordinator	Susann Crossan	No additional compensation beyond contractual wages
23	Records Management Officer	Christopher Van Cott	No additional compensation beyond contractual wages

24	Records Access Officer	Christopher Van Cott	No additional compensation beyond contractual wages
25	Records Appeal Officer	Dr. Scott O'Brien	No additional compensation beyond contractual wages
26	Federal Child Nutrition Program Hearing Official	Maureen Branagan	No additional compensation beyond contractual wages
27	Federal Child Nutrition Program Reviewing Official	Maureen Branagan	No additional compensation beyond contractual wages
28	Federal Child Nutrition Program Verification Official	Maureen Branagan	No additional compensation beyond contractual wages
29	Asbestos Officer / AHERA LEA Designee	Paul Martinez	No additional compensation beyond contractual wages
30	Chemical Hygiene Officer	Paul Martinez	No additional compensation beyond contractual wages
31	School Pesticide Officer	Paul Martinez	No additional compensation beyond contractual wages
32	Attendance Officers	Jonathan Hart (RPHS), James Moeller (RPMS), Scott Bullis (JAE), Jason Westerlund (FJC)	No additional compensation beyond contractual wages
33	Dignity Act Coordinators	Jonathan Hart (RPHS); Michael Gabriel (RPHS); Lauren Neckin (RPHS); James Moeller (RPMS); Dawn Meyers (RPMS); Scott Bullis (JAE); Dr. Courtney Herbert (JAE); Jason Westerlund (FJC); Linda Greening (FJC); Susann Crossan (District-wide)	No additional compensation beyond contractual wages
34	Certifier of Payrolls	Dr. Scott O'Brien	No additional compensation beyond contractual wages
35	Chief Privacy Officer	Aaron Factor	No additional compensation beyond contractual wages
36	Data Protection Officer	Aaron Factor	No additional compensation beyond contractual wages
35	Residence Determination Designee	Aaron Factor	No additional compensation beyond contractual wages
36	ESSA-Funded Programs Coordinator	Aaron Factor	No additional compensation beyond contractual wages

37	Migrant Student Data Point of Contact	Aaron Factor	No additional compensation beyond contractual wages
38	Neglected/Delinquent Transition Liaison	Aaron Factor	No additional compensation beyond contractual wages
39	District Emergency Management Coordinator	Charles Delargy	No additional compensation beyond contractual wages
40	Districtwide School Safety Team	As indicated in the BOE-approved Safety Plan	NA

V. DESIGNATIONS

A. OFFICIAL BANK DEPOSITORY - ALL FUNDS
(Ed. Law 2129, 2130; Comm. Reg. 170.2)

BE IT RESOLVED, that the following Banks and/or Trust Companies be and are hereby designated as the official depositories for the district funds during the school year 2021-2022 :

- JP Morgan Chase Bank, N.A.
- TD Bank
- Capital One Bank
- Bridgehampton National Bank
- Sterling National Bank

B. REGULAR MONTHLY MEETINGS
(Ed. Law 1708 (quarterly), 2504)

BE IT RESOLVED, that the regular business school board meetings for the 2021-2022 school year be held at times and locations to be identified prior to date of each meeting, on the following dates:

- | | |
|--------------------|---------------------------------------------------------|
| August 23, 2021 | Regular Meeting |
| September 20, 2021 | Regular Meeting |
| October 18, 2021 | Regular Meeting |
| November 15, 2021 | Regular Meeting |
| December 13, 2021 | Regular Meeting |
| January 10, 2022 | Regular Meeting |
| February 7, 2022 | Regular Meeting |
| March 14, 2022 | Regular Meeting |
| April 12, 2022 | Regular Meeting / BOCES Budget Vote and Elections |
| May 3, 2022 | Public Hearing (Budget) (Ed. Law 2018 (5)) |
| May 17, 2022 | Regular Meeting & Budget Vote/Election (Ed. Law 2022-a) |
| June 13, 2022 | Regular Meeting |
| July 7, 2022 | 2022-2023 Organizational Meeting/Regular Meeting |

**C. DISTRICT ANNUAL PUBLIC HEARING/BUDGET VOTE/ELECTION
(Ed. Law 2022-a; Ed. Law 2018 (5))**

BE IT RESOLVED, that pursuant to Section 2022-a of the Education Law the third Tuesday in May (May 17, 2022) is hereby designated as the date of the Annual Meeting to vote upon the appropriation of the necessary funds to meet the estimated expenditures of the school district, on any propositions involving the expenditure of money or authorizing the levy of taxes, and for the election of the members of the Board of Education; and that the 3rd day of May 2022, is hereby designated as the District Public Hearing date to review the proposed budget that will be voted upon on May 17, 2022.

**D. OFFICIAL NEWSPAPERS
(Ed. Law 2004; Gen. Municipal Law 103)**

BE IT RESOLVED, that the official school district newspapers designated for legal notices are *The Village Beacon Record*, *The Long Island Business News* and *Newsday* for the 2021-2022 school year.

VI. OTHER APPOINTMENTS

**A. COMMITTEE/SUBCOMMITTEE ON SPECIAL EDUCATION:
(Comm. Reg. Subchapter P, Part 200)**

BE IT RESOLVED, that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Committee/Subcommittee on Special Education in accordance with the provisions of the Education Law, Section 4402. The following people and positions are recommended for Board of Education approval for the 2021-2022 school year:

Chairperson	Andrea Moscatiello
Chairperson	Kristen White
Chairperson	Susan Randazzo
Chairperson	TBD
Alternate Chairperson	Mark Muchnik
Alternate Chairperson	Diana Konsky
Alternate Chairperson	Juliet Williams
Alternate Chairperson	Meredith Picone
Student's Teacher	as per Education Law 4402
Alternate Parent Member	Jenny Andersson
Alternate Parent Member	Mary Anne Palmese
Alternate Parent Member	Michelle Meyers
School Psychologist	Mark Muchnik
School Psychologist	Diana Konsky
School Psychologist	Juliet Williams
School Psychologist	Meredith Picone
District Special Education	Teacher Members
District Regular Education	Teacher Members
School Physicians	Rocky Point Medical Care, P.C. (Dr. Gil)

B. APPOINTMENTS TO THE COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

BE IT RESOLVED, that the Rocky Point Board of Education approves the appointment of a generic representative of the Suffolk County Department of Social Services for the Rocky Point Committee on Preschool Special Education which would be at the discretion of Suffolk County for the 2021-2022 school year.

BE IT FURTHER RESOLVED, that the Rocky Point Board of Education approves the appointment of a representative of the providing testing agency as a generic member of the Rocky Point Committee on Preschool Special Education for the 2021-2022 school year.

BE IT FURTHER RESOLVED, that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Committee on Preschool Special Education. The following people and positions are recommended for Board of Education approval for the 2021-2022 school year:

Chairperson	Andrea Moscatiello
Chairperson	Kristen White
Chairperson	Susan Randazzo
Chairperson	TBD
Alternate Chairperson	Mark Muchnik
Alternate Chairperson	Jennifer Wafer
Alternate Chairperson	Juliet Williams
Alternate Chairperson	Meredith Picone
Student's Teacher	as per Education Law 4402
Alternate Parent Member	Jenny Andersson
Alternate Parent Member	Mary Anne Palmese
Alternate Parent Member	Michelle Meyers
School Psychologist	Mark Muchnik
School Psychologist	Diana Konsky
School Psychologist	Juliet Williams
School Psychologist	Meredith Picone
District Special Education	Teacher Members
District Regular Education	Teacher Members
School Physicians	Rocky Point Medical Care, P.C. (Dr. Gil)

Evaluator: For any meetings prior to the initial recommendation, a professional who participated in the evaluation of the child for whom services are first being sought.

Teacher: For any meeting held to review or re-evaluate the status of the preschool child, the child's Pre-School Teacher.

Suffolk County Representative: For a child in transition from an early intervention program, the appropriately licensed or certified professional from the Department of Health Program.

C. SURROGATE PARENT:

BE IT RESOLVED, that in accordance with Commissioner's Regulations, Part 200, each Board of Education shall appoint a Surrogate Parent in accordance with the provisions of the Education Law, Section 4402. The following person is recommended for Board of Education approval for the 2021-2022 school year to serve as a Surrogate Parent:

Michelle Meyers
Mary Anne Palmese
Jenny Andersson

D. (1) IMPARTIAL HEARING OFFICERS (As per the provisions of Chapter 403 of the Laws of 1993 Commissioner of Education Mandate Amendment to Section 4404(1) of the Education Law)

IT IS HEREBY RESOLVED, that pursuant to a parental request for an Impartial Hearing is filed pursuant to the Individuals with Disabilities in Education Act (IDEA), the Board of Education will arrange for an impartial due process hearing to be conducted.

RESOLVED, the Board will immediately-but not later than two (2) business days after receipt of the due process complaint notice or mailing of the due process complaint notice to the parent-initiate the process to select an impartial hearing officer (IHO) through a rotational selection process. To expedite this process, the Board may designate one (1) or more of its members to appoint the IHO on its behalf.

RESOLVED, the District will utilize the New York State Education Department's Impartial Hearing Reporting System (IHRS) to access the alphabetical list of the names of each IHO certified in New York State and available to serve in the District. The appointment of an IHO will be made only from such list and in accordance with the alphabetical rotation selection process and the timelines and procedures established by the Commissioner of Education. The District will record and report to the State Education Department required information relating to the selection of IHOs and the conduct of impartial due process hearings according to the manner and schedule specified by the Department.

D. (2) COMPENSATION OF IMPARTIAL HEARING OFFICERS (IHO)

IT IS HEREBY FURTHER RESOLVED, as per the Board of Education District Policy No. 7670, the District will be responsible for compensating the IHO for prehearing, hearing and post hearing activities at the rate agreed upon at the time of the IHO's appointment.

D. (3) 2021-2022 COMPENSATION SCHEDULE FOR IMPARTIAL HEARING OFFICERS

BE IT FURTHER RESOLVED, that the Rocky Point Board of Education approves the 2021-2022 Compensation Schedule for Impartial Hearing Officers in accordance with the following:

Pursuant to 8 NYCRR 200.21, compensation for Impartial Hearing Officers for pre-hearing, hearing, and post-hearing activities shall be the maximum rate prescribed in a schedule approved by the director of the Division of the Budget. For the 2021-2022 school year the rate is \$100.00 per hour.

The District will also reimburse the IHO for certain travel and other hearing-related expenses (e.g., duplication and telephone costs) pursuant to the schedule.

The School District shall not reimburse Impartial Hearing Officers for any meal or lodging expenses they may incur.

The School District shall, upon review and approval of properly submitted documentation, reimburse Impartial Hearing Officers for automobile travel at the most recent mileage rate approved by the Internal Revenue Service and for the cost of tolls necessarily incurred as a result of attending the impartial hearing. However, the maximum amount reimbursed by the School District for mileage and travel related expenses shall not exceed \$50.00 per day for each day the Impartial Hearing Officer attends the hearing.

VII. AUTHORIZATIONS

A. AUTHORIZATION FOR CHIEF SCHOOL OFFICER TO FILE APPLICATIONS AND GRANTS IN COMPLIANCE WITH FEDERAL AND STATE REGULATIONS

BE IT RESOLVED, that Dr. Scott O’Brien, Chief School Officer, be hereby authorized as district representative to file all applications in compliance with Federal and State regulations and grants for the 2021-2022 school year.

B. AUTHORIZATION TO APPROVE CONFERENCE, WORKSHOP, ETC. REQUESTS (General Municipal Law 77.b)

BE IT RESOLVED, that Dr. Scott O’Brien, Superintendent of Schools, and/or his designee, be authorized to approve all conferences, workshops, etc. requests for school district staff members for the 2021-2022 school year.

C. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS (Comm. Reg. 170.4)

BE IT RESOLVED, that the Administration be authorized to establish petty cash funds for the 2021-2022 school year as follows:

Central Office – Dr. Scott O’Brien	\$100.00
Business Office – Christopher Van Cott	\$100.00
Rocky Point High School – Jonathan Hart	\$100.00
Rocky Point Middle School – James Moeller	\$100.00
Joseph A. Edgar School – Scott Bullis	\$100.00
Frank J. Carasiti Elementary School – Jason Westerlund	\$100.00

D. DESIGNATION OF AUTHORIZED SIGNATURES ON CHECKS (Ed. Law 1709-29; Comm. Reg.. 170.4)

BE IT RESOLVED, that Virginia Holloway, School District Treasurer, be authorized to sign checks for the 2021-2022 school year, and that Linda Bilski, Deputy School District Treasurer, and Christopher Van Cott, Assistant Superintendent for Business, and Dr. Scott O'Brien, Superintendent of Schools, be authorized to sign checks for the 2021-2022 school year in the absence of Virginia Holloway; and furthermore that two signatories be required for any check exceeding \$10,000 and that the signatories for such checks be the School District Treasurer and the Superintendent of Schools or the Assistant Superintendent for Business.

E. AUTHORIZATION FOR CHIEF SCHOOL OFFICER and ASSISTANT SUPERINTENDENT FOR BUSINESS TO APPROVE BUDGET TRANSFERS (Ed. Law 1720, 2523)

BE IT RESOLVED, that, pursuant to Commissioner's Regulation Section 170.2 and accordance with Board of Education policy number 5330, Dr. Scott O'Brien, Chief School Officer and Christopher Van Cott, Assistant Superintendent for Business be authorized to approve budget transfers during the 2021-2022 school year.

F. AUTHORIZATION FOR USE OF CHECK SIGNER

BE IT RESOLVED, that the Deputy School District Treasurer and the School District Treasurer shall have use of their own check signer with USB flash drive devices containing the signature of the Deputy School District Treasurer and the School District Treasurer, respectively.

G. AUTHORIZATION TO INVEST DISTRICT FUNDS

BE IT RESOLVED, that Virginia Holloway, District Treasurer, during the school year 2021-2022, and in her absence, Linda Bilski, Deputy District Treasurer, be authorized to invest district funds in accordance with the applicable state laws - Ed. Law 1723 (a).

H. AUTHORIZATION TO ENTER INTO AGREEMENT FOR COOPERATIVE EDUCATIONAL SERVICES WITH EASTERN SUFFOLK BOCES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education enters into an agreement for Cooperative Educational Services with the Eastern Suffolk BOCES for fiscal year 2021-2022 at an estimated cost of \$7,639,822.32 subject to change based on the actual needs for programs and services during the 2021-2022 school year.

VIII. OTHER ITEMS

A. BONDING OF EMPLOYEES AND SCHOOL BOARD MEMBERS

BE IT RESOLVED, in order to meet the faithful performance provision of the Public Officers Law, the District will maintain a \$3,000,000 per loss limit bonding insurance policy for all employees and school board members; irrespective of names, positions or job titles.

B. ESTABLISH MILEAGE REIMBURSEMENT RATE (Ed. Law 2118)

BE IT RESOLVED, that the Board of Education establishes the mileage rate for reimbursement to school district employees for school business mileage at the prevailing Internal Revenue Service rate per mile during the 2021-2022 school year.

C. ADOPTION AND REVIEW/RE-ADOPTION OF BOARD OF EDUCATION POLICY NUMBERS, 3410, 5220, 5410, 5681, 7110, 6219 AND 5640 (FIRST READING)

BE IT RESOLVED, that the Board of Education adopts and reviews/re-adopts the following policies (first reading):

- 3410 Code of Conduct on School Property
- 5220 District Investments
- 5410 Purchasing
- 5681 School Safety Plans
- 7110 Rocky Point School District's Comprehensive Attendance Plan
- 6219 Registration and Professional Development Learning
- 5640 Smoking, Tobacco, and Cannabis (Marijuana) Use

D. ESTABLISH THE SUBSTITUTE RATE OF PAY SCHEDULE

BE IT RESOLVED, that the Board of Education establish the following substitute rate of pay schedule for the 2021-2022 fiscal year:

Non-Instructional Staff:

Clerical	\$ 15.00 per hour
Custodial	\$ 15.00 per hour
Groundskeeper I	\$ 15.00 per hour
Food Service Worker	\$ 15.00 per hour
School Health Aide	\$ 15.00 per hour
Guard	\$ 18.30 per hour
Teacher Aide/ Hall Monitor/Monitor	\$ 15.00 per hour
School Nurse	\$ 28.00 per hour
Maintenance Mechanic II	\$ 18.86 per hour
School Communications Coordinator	\$ 25.00 per hour

Budget Hearing/Vote/Election Staff:

Chief Inspector	\$16.00 per hour
Board of Registration	\$15.00 per hour
Teller	\$15.00 per hour
Poll Clerk	\$15.00 per hour
Substitutes for above	\$15.00 per hour

Teaching/Teaching Assistant Staff:

A. Substitute Teacher/Teaching Assistant per diem daily rate of \$125

B. In cases where the Substitute Teacher/Teaching Assistant assignment lasts thirty (30) continuous days or more for the same teacher, the substitute will be paid at a per diem rate of \$225 beginning on day thirty-one (31).

C. Preferred Substitute Teachers/Teaching Assistants will earn a per diem rate of \$150.

E. ROCKY POINT SCHOOL DISTRICT SAFETY PLAN

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and adopts the Rocky Point School District Safety Plans.

F. ADOPTION OF PURCHASING MANUAL

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Purchasing Manual, as attached.

G. OPENING/CLOSING OF DISTRICT BANK ACCOUNTS

BE IT RESOLVED, that the Board of Education authorizes the Superintendent of Schools, Assistant Superintendent for Business and/or District Treasurer to open and close bank accounts as necessary to fulfill the banking needs of the district.

H. STUDENT ACTIVITY CONTRACTS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Purchasing Agent to enter into contracts for services to be provided for events and activities of district-sponsored clubs and organizations, as well as those sponsored by the district, in accordance with the attached schedule.

I. ADOPTION OF AUDIT COMMITTEE CHARTER

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Audit Committee Charter as per the attached.

J. AUTHORIZATION – SCHOOL BOARD MEMBERSHIP DUES

BE IT RESOLVED, that the School Board membership indicated below is hereby authorized for the 2021-2022 fiscal year, with associated estimated costs as follows:

Nassau/Suffolk School Boards Association	\$3,475.00
------------------------------------------	------------

K. RESOLUTION IN OPPOSITION TO FIELD TESTING

WHEREAS the Board of Education of the Rocky Point Union Free School District has heretofore voiced its opposition to mandatory field testing of standardized assessments and;

WHEREAS the New York State Education Department has selected various schools of the Rocky Point Union Free School District for field testing of standardized assessments during the 2021-2022 school year and;

WHEREAS the Board of Education of the Rocky Point Union Free School District as the elected governing body of the school district continues in its belief that field testing of standardized assessments is not in the best interest of its students or instructional program; Now therefore,

BE IT RESOLVED, that the Rocky Point Union Free School District respectfully declines to participate in any and all field testing of standardized assessments during the 2021-2022 school year and directs the Superintendent of Schools to take all necessary steps to effectuate this resolution and provide notification of same to the State Education Department.

L. RECERTIFICATION OF QUALIFIED LEAD EVALUATORS AND EVALUATORS FOR TEACHERS AND PRINCIPALS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education, hereby recertifies Aaron Factor, Kristen White, Susann Crossan, Jonathan Hart, Michael Gabriel, Lauren Neckin, James Moeller, Dawn Meyers, Scott Bullis, Dr. Courtney Herbert, Charles Delargy, Jason Westerlund, Linda Greening, Andrea Moscatiello, Susan Randazzo, Jachan Watkis, TBD (replaces K. Legge) and Melinda Brooks as Qualified Lead Evaluators or Evaluators of classroom teachers and building principals and certifies having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9. This recertification has been issued in accordance with the process for certifying lead evaluators and evaluators described in the district's Annual Professional Performance Review Plan.

M. COMMITTEES ON SPECIAL EDUCATION/PRESCHOOL SPECIAL EDUCATION RECOMMENDATIONS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education votes to arrange for appropriate services pursuant to recommendations of Schedule 7-08-21-A and 7-08-21-B.

N. 2022-2023 BUDGET DEVELOPMENT CALENDAR

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the 2022-2023 Budget Development Calendar, as attached.

O. INDUSTRIAL U.I. SERVICES AGREEMENT

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes the Superintendent of Schools to enter into a service agreement with Industrial U.I. Services, at no additional cost, for the handling of unemployment insurance matters, as per the attached.

P. SPECIAL EDUCATION SUMMER 2021 CONTRACT – CENTER MORICHES UFSD

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education to enter into a contract with Center Moriches Union Free School District for special education students' participation in the Center Moriches 2021 Summer Special Education Program as required under applicable Individual Educational Programs, applicable law, and/or District Policy.

Q. BID #21-09 OPEN COOLING TOWER & CLOSED LOOP CHILLER WATER TREATMENT PROGRAMS CONTRACT EXTENSION FOR 2021-22

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education renew the agreement with Garratt-Callahan Company for Open Cooling Tower & Closed Loop Chiller Water Treatment Programs, for the period of 9/1/2021 – 8/31/2022, at no additional cost, as per the attached.

R. ROCKY POINT PTA DONATION FOR FOUR EARTHWALK CHARGING CARTS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the four (4) Earthwalk Saver Series Model SS30.4 ICHARGE charging carts from the Rocky Point PTA, valued at approximately \$5,000.

S. DONATION FROM SOUTHWESTERN FUNDRAISING (FORMERLY GREAT AMERICAN)

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and accepts the donation from Southwestern Fundraising in the amount of \$10.00, as per the attached.

BE IT RESOLVED, that the Rocky Point Union Free School District hereby approved the recommendation of the Superintendent of Schools, to increase the general fund budget by \$10.00 as a result of the donation.

BE IT FURTHER RESOLVED, that the following budget code be adjusted to reflect that increase:

A2110500030000	\$10.00
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T. DONATION OF OUTDOOR CLASSROOM – AMENDED

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the items below to configure and setup an outdoor classroom space as donated by the High School and Middle School Parent Teacher Associations.

Concrete Patio	\$11,850.00
Benches (15)	3,354.32
Whiteboard (1)	450.65
Landscaping	1,929.50
<u>Wooden Guard Rail</u>	<u>1,450.00</u> – Additional Donation
Total Value of Donation	\$19,034.47

U. STUDENT INSTRUCTIONAL SERVICES CONTRACT

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and authorizes the Board of Education President to execute the Agreement between Rocky Point Schools and Mr. and Mrs. Richard Yashowitz for her grandson, Ryan McDonald, Grade 12, to attend Rocky Point High School for the 2021-2022 school year. Tuition on a non-precedential basis will be waived for the 2021-2022 School Year.

V. SURPLUS EQUIPMENT

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves for surplus the following attached list of equipment.

W. PERSONNEL

Upon a motion made by Sean Callahan, and seconded by Jessica Ward, the following resolution was offered:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that the Board of Education accepts the attached Personnel changes.

Motion carried 4-0
1 Abstention – Sean Callahan

X. NEW BUSINESS

Mrs. Sullivan inquired of the trustees if there was any new business they wished to discuss.

There was no new business at this time.

Mrs. Sullivan thanked the PTA and Southwestern Fundraising for their generous donations.

Mrs. Sullivan congratulated the following employees on their new appointments:

- Ms. Jacqueline Donnelly – HS Special Education Teacher
- Justin McGowan – HS Special Education Teacher
- Michelle Pfaeffle – JAE Special Education Teacher
- Michael Sherer – Assistant Director of Pupil Personnel Services

Mrs. Sullivan opened the floor to the meeting attendees for questions/comments.

There were no questions/comments.

Y. ADJOURNMENT

At 7:13 p.m. a motion was made by Ed Casswell, and seconded by Sean Callahan, to adjourn the meeting.

Motion carried 5-0

Mrs. Sullivan called the meeting back to order at 7:14 p.m. to allow for public comments per the meeting attendees' requests.

- Ms. Reilly spoke regarding the NYS Board of Regents DEI (diversity, equity & inclusion) initiative and CRT (critical race theory). She asked that the Board consider forming a DEI committee.
- Miss Siefert spoke regarding DEI remaining in the school curriculum.
- Ms. Solano spoke in support of the formation of a DEI committee.

There were no further questions/comments.

At 7:21 p.m. a motion was made by Jessica Ward, and seconded by Ed Casswell, to adjourn the meeting.

Motion carried 5-0

Respectfully submitted,

Kelly White
District Clerk

AGENDA
ROCKY POINT PUBLIC SCHOOLS
SPECIAL MEETING OF THE BOARD OF EDUCATION
July 27, 2021

Mrs. Sullivan called the meeting to order at 2:30 p.m. in the conference room at Rocky Point High School.

Present: Susan Sullivan, President
Sean Callahan, Vice President
Michael Lisa, Trustee
Jessica Ward, Trustee
Scott O'Brien Ed.D., Superintendent of Schools
Susann Crossan, Assistant Superintendent
Christopher Van Cott, Assistant Superintendent for Business
Kelly White, District Clerk

Absent: Edward Casswell , Trustee

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION

At 2:30 p.m. a motion was made by Sean Callahan, and seconded by Jessica Ward, to go into Executive Session to discuss personnel and legal matters.

All in favor – Motion carried 4-0

The Board returned to Open Session at 4:00 p.m.

ADJOURNMENT

At 4:00 p.m. a motion was made by Sean Callahan, and seconded by Michael Lisa, to adjourn the meeting.

All in favor – Motion carried 4-0

Respectfully submitted,

Kelly White
District Clerk

**ROCKY POINT UNION FREE SCHOOL DISTRICT
FINANCE REPORTS
FOR THE MONTHS ENDED JUNE 2021**

BOARD MEETING BOOK

TREASURER'S REPORT

Rocky Point Union Free School District
Treasurer's Report
Trust and Agency Checking - A204
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 1,634,301.54

Receipts:

AP Exams	24,760.16	
Interfund Receivable	24,000.00	
Payroll Deductions	<u>8,546,629.82</u>	
		8,595,389.98

Disbursements:

ERS	10,885.94	
Interfund Transfer	1,200,000.00	
Cash Disbursements	<u>8,350,822.74</u>	
		<u>(9,561,708.68)</u>

Total available balance per General Ledger as of: 6/30/2021 667,982.84

Bank Balance as of: 6/30/2021 680,076.28

Less: Outstanding Checks 12,093.44

Adjusted Bank Balance as of : 6/30/2021 667,982.84
0.00

Prepared by: Linda Bilski
Date: 7/14/2021

Reviewed by: Virginia Hall
Date: 7/14/2021

A204

ROCKY POINT UFSD
TRUST AND AGENCY ACCOUNT
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$1,681,119.93	Number of Days in Cycle	30
6 Deposits/Credits	\$3,116,263.86	Minimum Balance This Cycle	\$422,710.85
34 Checks/Debits	(\$4,117,307.51)	Average Collected Balance	\$802,372.88
Service Charges	\$0.00		
Ending Balance 06/30/21	\$680,076.28		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	ACH Withdrawal 9102716322 CONS COLL 060121 ROCKY POINT UFSD 74728R		\$10,885.94	\$1,670,233.99
06/01	Check 13140		\$15,753.00	\$1,654,480.99
06/02	Check 13136		\$1,946.24	\$1,652,534.75
06/03	Book transfer debit TO ...5277		\$1,200,000.00	\$452,534.75
06/03	Check 13137		\$1,277.47	\$451,257.28
06/07	Book transfer debit TO ...7766		\$1,500.00	\$449,757.28
06/07	Check 13135		\$22,268.50	\$427,488.78
06/07	Check 13139		\$4,566.17	\$422,922.61
06/07	Check 13141		\$211.76	\$422,710.85
06/08	Customer Deposit	\$24,760.16		\$447,471.01
06/08	Check 13144		\$3,694.00	\$443,777.01
06/08	Check 13143		\$237.19	\$443,539.82
06/09	Book transfer credit FROM ...5277	\$861,263.16		\$1,304,802.98
06/11	Wire transfer withdrawal The OMNI Group 061121 USD0008298035		\$98,573.92	\$1,206,229.06
06/11	ACH Withdrawal IRS USATAXPYMT 061121 ROCKY POINT SCHOOL DIS 270156XXXXX4092		\$537,834.70	\$668,394.36

Thank you for banking with us.

ROCKY POINT UFSD
OUTSTANDING CHECK LIST
AS OF JUNE 30, 2021

<u>Check #</u>	<u>Check Date</u>	<u>Check Amt.</u>
13124	05/11/2021	24.00
13156	06/22/2021	543.18
13157	06/29/2021	136.40
13158	06/29/2021	11,030.50
13159	06/29/2021	359.36
		<hr/>
		12,093.44
		<hr/>

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
CAPITAL ONE TRUST & AGENCY							
			BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	1,634,301.54
06/01/2021	227		ERS May 2021	JE-24	0.00	10,885.94	1,623,415.60
06/02/2021			See Cash Disbursement Schedule 52	CD-52	0.00	3,931.19	1,619,484.41
06/03/2021	220		release receivables	JE-24	0.00	1,200,000.00	419,484.41
06/07/2021	224		Admin Scholarship 20/21 contributions	JE-24	0.00	1,500.00	417,984.41
06/08/2021	1028603		AP EXAMS	CR-12	24,760.16	0.00	442,744.57
06/09/2021	1028604		Trust & Agency Deductions 6/11/21	CR-12	861,263.16	0.00	1,304,007.73
06/11/2021	228		FICA & MED & T&A DEDUCTIONS	JE-24	1,253,342.81	0.00	2,557,350.54
06/16/2021			See Cash Disbursement Schedule 54	CD-54	0.00	28,070.00	2,529,280.54
06/23/2021	242		Admin. TSA Non Elective June 2020	JE-24	0.00	7,500.00	2,521,780.54
06/23/2021	244		Interfund Transfer	JE-24	24,000.00	0.00	2,545,780.54
06/23/2021	1028640		Trust & Agency Deductions 6.25.21	CR-12	1,999,548.66	0.00	4,545,329.20
06/25/2021	239		FICA & MED & T&A DEDUCTIONS	JE-24	4,048,918.29	0.00	8,594,247.49
06/28/2021	248		OMNI TSA Funding	JE-24	132,880.89	0.00	8,727,128.38
06/28/2021	1028654		Trust & Agency Deductions 6/30/21	CR-12	73,810.99	0.00	8,800,939.37
06/30/2021			See Cash Disbursement Schedule 53	CD-53	0.00	2,009,233.27	6,791,706.10
06/30/2021			See Cash Disbursement Schedule 55	CD-55	0.00	6,040,757.88	750,948.22
06/30/2021			See Cash Disbursement Schedule 56	CD-56	0.00	136.40	750,811.82
06/30/2021			See Cash Disbursement Schedule 57	CD-57	0.00	259,694.00	491,117.82
06/30/2021	246		FICA & MED & T&A DEDUCTIONS	JE-24	175,775.05	0.00	666,892.87
06/30/2021	305		M Carpenter	JE-24	1,089.97	0.00	667,982.84
Grand Totals:					8,595,389.98	9,561,708.68	667,982.84

Rocky Point Union Free School District
Treasurer's Report
Net Payroll Checking - A205
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 50,322.54

Receipts:

Funding Transfer 5,478,036.15 5,478,036.15

Disbursements:

Disburse Net Payroll 5,478,036.15 (5,478,036.15)

Total available balance per General Ledger as of: 6/30/2021 50,322.54

Bank Balance as of: 6/30/2021 69,111.78

Less: Outstanding Checks 18,789.24

Adjusted Bank Balance as of: 6/30/2021 50,322.54

Prepared by: Linda Bilski
Date: 7/8/2021

Reviewed by: Virginia Holloway
Date: 7/8/2021

A 205

ROCKY POINT UFSD
PAYROLL ACCOUNT
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$77,871.17	Number of Days in Cycle	30
4 Deposits/Credits	\$5,478,176.15	Minimum Balance This Cycle	\$61,124.96
33 Checks/Debits	(\$5,486,935.54)	Average Collected Balance	\$462,735.14
Service Charges	\$0.00		
Ending Balance 06/30/21	\$69,111.78		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/02	Check 99695		\$4,836.39	\$73,034.78
06/03	Check 99687		\$4,849.25	\$68,185.53
06/04	Check 99709		\$3,682.06	\$64,503.47
06/04	Check 99716		\$2,950.77	\$61,552.70
06/04	Check 99720		\$427.74	\$61,124.96
06/09	Book transfer credit FROM ...5277	\$1,253,342.81		\$1,314,467.77
06/11	ACH Withdrawal PAYROLL ROCKYPT REG SALARY 061121 PAYROLL ROCKYPT -SETT-TMOBSPEB		\$1,161,521.02	\$152,946.75
06/15	Check 99742		\$3,650.79	\$149,295.96
06/15	Check 99699		\$3,018.89	\$146,277.07
06/16	Check 99724		\$3,041.35	\$143,235.72
06/17	Check 99727		\$3,389.31	\$139,846.41
06/17	Check 99735		\$2,716.00	\$137,130.41
06/17	Check 99726		\$2,588.23	\$134,542.18
06/18	Check 99733		\$4,874.65	\$129,667.53
06/18	Check 99728		\$3,993.15	\$125,674.38
06/18	Check 99700		\$2,844.43	\$122,829.95
06/18	Check 99732		\$2,673.03	\$120,156.92
06/18	Check 99736		\$2,612.58	\$117,544.34

Thank you for banking with us.

ROCKY POINT UFSD		
OUTSTANDING CHECK LIST		
AS OF JUNE 30, 2021		
Check #	Check Date	Check Amt.
99715	04/30/2021	4,939.10
99731	06/11/2021	3,740.93
99740	06/11/2021	2,779.17
99741	06/11/2021	3,305.81
99745	06/11/2021	3,272.37
99750	06/30/2021	295.86
99751	06/30/2021	456.00
		18,789.24

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
CAPITAL ONE NET PAYROLL								
				BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	50,322.54
06/09/2021	1028605			Funding Net Payroll 6/11/21	CR-12	1,253,342.81	0.00	1,303,665.35
06/11/2021		228		FICA & MED & T&A DEDUCTIONS	JE-24	0.00	1,253,342.81	50,322.54
06/23/2021	1028641			Funding Net Payroll 6.25.21	CR-12	4,048,918.29	0.00	4,099,240.83
06/25/2021		239		FICA & MED & T&A DEDUCTIONS	JE-24	0.00	4,048,918.29	50,322.54
06/28/2021	1028655			Funding Net Payroll 6/30/21	CR-12	175,775.05	0.00	226,097.59
06/30/2021		246		FICA & MED & T&A DEDUCTIONS	JE-24	0.00	175,775.05	50,322.54
Grand Totals:						5,478,036.15	5,478,036.15	50,322.54

Rocky Point Union Free School District
Treasurer's Report
General Fund - Investment A2008
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 19,430,041.13

Receipts:

Tax Revenue	16,153,779.80	
4201 Tuition Reimbursement 2020-2021	21,313.61	
Excess Cost Aid Revenue 2020-2021	985,697.05	
General Aid Revenue 2020-2021	1,766,425.10	
Summer Food Service Program 2020-2021	4,298.00	
Donation Senior Prom	200.00	
Interfund Transfer	1,200,200.00	
Interest Revenue	<u>547.44</u>	
		20,132,461.00

Disbursements:

Funding Transfer: Interfund Transfer	425,732.42	
Funding Transfer: TAN Principal & Interest Transfer	5,069,374.99	
Funding Transfer: OMNI	132,880.89	
Funding Transfer: AP Warrants	2,662,587.46	
Funding Transfer: Net Payroll	5,478,036.15	
Funding Transfer: Payroll Deductions	<u>2,934,622.81</u>	
		<u>(16,703,234.72)</u>

Total available balance per General Ledger as of: 6/30/2021 22,859,267.41

Bank Balance as of: 6/30/2021 22,859,267.41

Prepared by: Linda Bielcki
Date: 7/6/2021

Reviewed by: Virginia Murray
Date: 7/6/2021

A2008

ROCKY POINT UFSD
GENERAL FUND INVESTMENT ACCOUNT
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$19,430,041.13	Number of Days in Cycle	30
12 Deposits/Credits	\$20,132,461.00	Minimum Balance This Cycle	\$19,430,041.13
Interest Paid	\$0.00	Average Collected Balance	\$26,708,569.64
18 Checks/Debits	(\$16,703,234.72)	Interest Earned During this Cycle	\$0.00
Service Charges	\$0.00	Interest Paid Year-To-Date	\$7,195.95
Ending Balance 06/30/21	\$22,859,267.41		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	ACH deposit BROOKHAVEN CASH DISB 060121 ROCKY POINT SCH DIST	\$1,479,046.16		\$20,909,087.29
06/03	Book transfer credit FROM ...3954	\$1,200,000.00		\$22,109,087.29
06/03	Book transfer credit FROM ...9618	\$200.00		\$22,109,287.29
06/03	Book transfer debit TO ...9618		\$152.04	\$22,109,135.25
06/03	Book transfer debit TO ...8541		\$417.97	\$22,108,717.28
06/03	Book transfer debit TO ...7067		\$500.00	\$22,108,217.28
06/03	Book transfer debit TO ...7766		\$662.41	\$22,107,554.87
06/07	ACH deposit BROOKHAVEN CASH DISB 060721 ROCKY POINT SCH DIST	\$8,087,550.26		\$30,195,105.13
06/07	Book transfer credit FROM ...9618	\$200.00		\$30,195,305.13
06/09	Book transfer debit TO ...3954		\$861,263.16	\$29,334,041.97
06/09	Book transfer debit TO ...3946		\$1,253,342.81	\$28,080,699.16
06/10	Book transfer debit TO ...7067		\$150,000.00	\$27,930,699.16
06/10	Book transfer debit TO ...9596		\$994,364.48	\$26,936,334.68
06/14	ACH deposit BROOKHAVEN CASH DISB 061421 ROCKY POINT SCH DIST	\$5,601,493.95		\$32,537,828.63

Thank you for banking with us.

ROCKY POINT UFSD

Cash Account Transactions Report From 6/1/2021 To 6/30/2021



Account	Account Name	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number Invoice #						
A 2008	CAPITAL ONE INVESTMENT						
			BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	19,430,041.13
06/01/2021	1028577		Tax Revenue #15	CR-12	1,479,046.16	0.00	20,909,087.29
06/03/2021	220		release receivables	JE-24	1,200,200.00	1,732.42	22,107,554.87
06/07/2021	225		Donation Senior Prom Tkts.(2)	JE-24	200.00	0.00	22,107,754.87
06/07/2021	1028597		Tax Revenue #16	CR-12	8,087,550.26	0.00	30,195,305.13
06/09/2021	1028604		Trust & Agency Deductions 6/11/21	CR-12	0.00	861,263.16	29,334,041.97
06/09/2021	1028605		Funding Net Payroll 6/11/21	CR-12	0.00	1,253,342.81	28,080,699.16
06/10/2021	231		Interfund Transfer	JE-24	0.00	150,000.00	27,930,699.16
06/10/2021	1028606		Funding Warrant #66	CR-12	0.00	994,364.48	26,936,334.68
06/14/2021	1028625		Tax Revenue #17	CR-12	5,601,493.95	0.00	32,537,828.63
06/15/2021	1028626		Excess Cost Aid 2020-2021	CR-12	985,697.05	0.00	33,523,525.68
06/16/2021	1028629		Interest Revenue	CR-12	547.44	0.00	33,524,073.12
06/17/2021	1028627		Funding Warrant #68	CR-12	0.00	964,867.53	32,559,205.59
06/21/2021	1028628		Tax Revenue #18	CR-12	985,689.43	0.00	33,544,895.02
06/23/2021	244		Interfund Transfer	JE-24	0.00	24,000.00	33,520,895.02
06/23/2021	1028640		Trust & Agency Deductions 6.25.21	CR-12	0.00	1,999,548.66	31,521,346.36
06/23/2021	1028641		Funding Net Payroll 6.25.21	CR-12	0.00	4,048,918.29	27,472,428.07
06/24/2021	226		TAN P & I due 6/25/21	JE-24	0.00	5,069,374.99	22,403,053.08
06/24/2021	1028643		Summer Food Serv. Prog. May 2021	CR-12	4,298.00	0.00	22,407,351.08
06/25/2021	243		Interfund Transfer	JE-24	0.00	250,000.00	22,157,351.08
06/25/2021	1028642		Funding Warrant #69	CR-12	0.00	703,355.45	21,453,995.63
06/28/2021	248		OMNI TSA Funding	JE-24	0.00	132,880.89	21,321,114.74
06/28/2021	1028654		Trust & Agency Deductions 6/30/21	CR-12	0.00	73,810.99	21,247,303.75
06/28/2021	1028655		Funding Net Payroll 6/30/21	CR-12	0.00	175,775.05	21,071,528.70
06/28/2021	1028659		4201 Tuition Reimbursement 2020-2021	CR-12	21,313.61	0.00	21,092,842.31
06/30/2021	1028661		General Aid 2020-2021	CR-12	1,766,425.10	0.00	22,859,267.41
Grand Totals:					20,132,461.00	16,703,234.72	22,859,267.41

Rocky Point Union Free School District
Treasurer's Report
General Fund - AP Checking A2010
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 1,018,241.38

Receipts:

Health, Dental, Life	6,895.87	
NYS DOH ACH	46,701.53	
Chromebook Fees	963.00	
Drivers Education	12,800.00	
Senior Prom	4,625.00	
Lost Book	205.13	
Tuition 2020-2021	43,090.00	
Funding Transfer	<u>2,662,587.46</u>	
		2,777,867.99

Disbursements:

Cash Disbursements	<u>3,225,061.97</u>	<u>(3,225,061.97)</u>
--------------------	---------------------	-----------------------

Total available balance per General Ledger as of: 6/30/2021 571,047.40

Bank Balance as of: 6/30/2021 807,314.78

Less: Outstanding Checks (236,267.38)

Adjusted Bank Balance as of: 6/30/2021 571,047.40
(0.00)

Prepared by: Linda Bilski
Date: 7/13/2021

Reviewed by: Virginia Flanagan
Date: 7/13/2021

A2010

ROCKY POINT UFSD
GENERAL FUND CHECKING
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

<u>Govt Banking Blended Chking</u>		<u>ROCKY POINT UFSD</u>	
Previous Balance 05/31/21	\$1,153,601.59	Number of Days in Cycle	30
34 Deposits/Credits	\$2,790,992.99	Minimum Balance This Cycle	\$635,019.12
243 Checks/Debits	(\$3,137,279.80)	Average Collected Balance	\$1,263,532.51
Service Charges	\$0.00		
Ending Balance 06/30/21	\$807,314.78		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

<u>Govt Banking Blended Chking</u>		<u>ROCKY POINT UFSD</u>		
<u>Date</u>	<u>Description</u>	<u>Deposits/Credits</u>	<u>Withdrawals/Debits</u>	<u>Resulting Balance</u>
06/01	ACH deposit HRTLAND PMT SYS TXNS/FEES 060121 ROCKY POINT UFSD-STORE 650000XXXXX8421	\$7,500.00		\$1,161,101.59
06/01	ACH deposit HRTLAND PMT SYS TXNS/FEES 060121 ROCKY POINT UFSD-STORE 650000XXXXX8421	\$5,250.00		\$1,166,351.59
06/01	ACH deposit HRTLAND PMT SYS TXNS/FEES 060121 ROCKY POINT UFSD-STORE 650000XXXXX8421	\$375.00		\$1,166,726.59
06/01	Check 115680		\$10,575.00	\$1,156,151.59
06/01	Check 115774		\$7,106.04	\$1,149,045.55
06/01	Check 115823		\$7,025.05	\$1,142,020.50
06/01	Check 115627		\$4,398.00	\$1,137,622.50
06/01	Check 115810		\$3,675.00	\$1,133,947.50
06/01	Check 115771		\$3,168.92	\$1,130,778.58
06/01	Check 115815		\$2,733.70	\$1,128,044.88
06/01	Check 115822		\$2,400.00	\$1,125,644.88
06/01	Check 115825		\$2,129.23	\$1,123,515.65
06/01	Check 115796		\$1,462.22	\$1,122,053.43
06/01	Check 115688		\$1,200.00	\$1,120,853.43

Thank you for banking with us.

**ROCKY POINT UFSD
OUTSTANDING CHECK LIST
AS OF JUNE 30, 2021**

<u>CHECK#</u>	<u>CHECK DATE</u>	<u>CHECK AMOUNT</u>
115497	04/13/2021	155.62
115513	04/13/2021	160.00
115723	05/11/2021	2,410.00
115789	05/25/2021	100.00
115808	05/25/2021	84.00
115819	05/25/2021	371.00
115881	06/08/2021	21,745.12
115882	06/08/2021	37,151.60
115883	06/08/2021	14,973.84
115884	06/08/2021	11,736.70
115893	06/08/2021	10,530.00
115923	06/15/2021	73.50
115936	06/15/2021	720.00
115938	06/15/2021	839.58
115966	06/22/2021	1,270.00
115973	06/22/2021	2,388.48
115978	06/22/2021	237.50
115980	06/22/2021	500.00
115991	06/22/2021	117.93
116000	06/22/2021	8,005.55
116004	06/22/2021	6,940.00
116007	06/22/2021	18,798.50
116008	06/22/2021	1,060.26
116010	06/22/2021	3,216.61
116011	06/22/2021	823.76
116013	06/22/2021	461.00
116015	06/22/2021	10,180.25
116021	06/29/2021	70.00
116022	06/29/2021	48.03
116023	06/29/2021	620.00
116024	06/29/2021	500.77
116025	06/29/2021	7.00
116026	06/29/2021	277.95
116027	06/29/2021	1,271.83
116028	06/29/2021	1,956.37
116029	06/29/2021	6,864.00
116030	06/29/2021	29,680.00
116031	06/29/2021	1,628.62
116032	06/29/2021	3,810.95
116033	06/29/2021	208.23
116034	06/29/2021	86.88
116035	06/29/2021	434.85
116036	06/29/2021	7,600.00
116037	06/29/2021	5,331.00
116038	06/29/2021	13,765.25
116039	06/29/2021	530.00
116040	06/29/2021	71.96
116041	06/29/2021	835.00
116042	06/29/2021	511.05
116043	06/29/2021	4,500.00
116044	06/29/2021	20.76
116045	06/29/2021	118.00
116046	06/29/2021	468.08
		236,267.38

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name							
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
A 2010	CAPITAL ONE AP CHECKING							
				BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	1,018,241.38
06/02/2021				See Cash Disbursement Schedule 65	CD-65	0.00	481,269.81	536,971.57
06/02/2021	1028667			MSB ACH Senior Prom	CR-12	500.00	0.00	537,471.57
06/03/2021	1028594			HEALTH	CR-12	3,440.80	0.00	540,912.37
06/03/2021	1028595			NYS DOH ACH	CR-12	44,195.06	0.00	585,107.43
06/03/2021	1028668			MSB ACH Senior Prom	CR-12	750.00	0.00	585,857.43
06/03/2021	1028678			Chromebook Replacement	CR-12	350.00	0.00	586,207.43
06/04/2021	1028596			SUMMER DRIVERS ED	CR-12	12,600.00	0.00	598,807.43
06/04/2021	1028669			MSB ACH Senior Prom	CR-12	750.00	0.00	599,557.43
06/07/2021	1028670			MSB ACH Senior Prom	CR-12	500.00	0.00	600,057.43
06/08/2021	1028602			SR. PROM	CR-12	1,500.00	0.00	601,557.43
06/08/2021	1028671			MSB ACH Senior Prom	CR-12	375.00	0.00	601,932.43
06/08/2021	1028672			MSB ACH Senior Prom	CR-12	250.00	0.00	602,182.43
06/09/2021				See Cash Disbursement Schedule 66	CD-66	0.00	994,364.48	-392,182.05
06/09/2021	1028677			Chromebook Repair	CR-12	75.00	0.00	-392,107.05
06/10/2021	1028606			Funding Warrant #66	CR-12	994,364.48	0.00	602,257.43
06/10/2021	1028615			NYS DOH ACH	CR-12	2,506.47	0.00	604,763.90
06/11/2021	1028679			Chromebook Repair	CR-12	150.00	0.00	604,913.90
06/14/2021	1028680			Chromebook Replacement	CR-12	350.00	0.00	605,263.90
06/15/2021	1028616			chrome book repair	CR-12	38.00	0.00	605,301.90
06/15/2021	1028617			HEALTH	CR-12	2,820.08	0.00	608,121.98
06/15/2021	1028618			HEALTH	CR-12	389.77	0.00	608,511.75
06/16/2021				See Cash Disbursement Schedule 68	CD-68	0.00	964,867.53	-356,355.78
06/17/2021	1028627			Funding Warrant #68	CR-12	964,867.53	0.00	608,511.75
06/23/2021				See Cash Disbursement Schedule 69	CD-69	0.00	703,355.45	-94,843.70
06/23/2021	1028637			LOST BOOK	CR-12	9.99	0.00	-94,833.71
06/23/2021	1028638			LOST BOOK	CR-12	17.41	0.00	-94,816.30
06/23/2021	1028639			SUMMER DRIVERS ED	CR-12	200.00	0.00	-94,616.30
06/25/2021	1028642			Funding Warrant #69	CR-12	703,355.45	0.00	608,739.15
06/25/2021	1028645			LOST BOOK	CR-12	33.48	0.00	608,772.63
06/25/2021	1028646			HEALTH	CR-12	245.22	0.00	609,017.85
06/28/2021	1028652			TUITION 9/1/2020-6/30/2021 (SHOREHAM WR CSD)	CR-12	43,090.00	0.00	652,107.85

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
A 2010	CAPITAL ONE AP CHECKING							
06/28/2021	1028653			FJC LOST BOOK	CR-12	11.91	0.00	652,119.76
06/30/2021				See Cash Disbursement Schedule 71	CD-71	0.00	81,129.70	570,990.06
06/30/2021		304		Chromebook	JE-24	0.00	75.00	570,915.06
06/30/2021	1028660			LOST BOOK - HS	CR-12	132.34	0.00	571,047.40
Grand Totals:						2,777,867.99	3,225,061.97	571,047.40

Rocky Point Union Free School District
Treasurer's Report
General Fund - Investment A2011
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 2,118,145.02

Receipts:

Petty Cash Return	108.06	
Prom	1,375.00	
Lost Book	4.14	
Interest Revenue	<u>17.17</u>	
		1,504.37

Disbursements: 0.00

Total available balance per General Ledger as of: 6/30/2021 2,119,649.39

Bank Balance as of: 6/30/2021 2,119,649.39
0.00

Prepared by: Linda Bilski
Date: 7/1/2021

Reviewed by: Virginia Holley
Date: 7/1/2021

A 2011

May 29, 2021 through June 30, 2021

Customer Service Information

If you have any questions about your statement, please contact your Customer Service Professional.

00055087 WBS 802 211 18221 NNNNNIHHNNNN 1 000000000 C2 0000

ROCKY POINT UFSD
 GENERAL FUND MONEY MARKET A/C
 90 ROCKY POINT YAPHANK RD
 ROCKY POINT NY 11778



Commercial Checking With Interest Summary

	Number	Market Value/Amount	Shares
Opening Ledger Balance		\$2,118,145.02	
Deposits and Credits	6	\$1,504.37	
Withdrawals and Debits	0	\$0.00	
Checks Paid	0	\$0.00	
Ending Ledger Balance		\$2,119,649.39	
Average Ledger Balance	\$2,119,112	Annual Percentage Yield Earned*	0.01%
Interest Credited This Period	\$17.17	Interest Credited Year-to-Date	\$98.31

Rate(s): 06/01 to 06/30 at 0.01%

Deposits and Credits

Ledger Date	Description	Amount
06/08	Deposit	\$1,375.00
06/22	Deposit	6.52
06/29	Deposit	71.11
06/29	Deposit	30.43
06/29	Deposit	4.14
06/30	Interest Payment	17.17
Total		\$1,504.37

* Annual Percentage Yield Earned - the percentage rate earned if balances remain on deposit for a full year with compounding, no change in the interest rate and all interest is left in the account.

Please examine this statement of account at once. By continuing to use the account, you agree that: (1) the account is subject to the Bank's deposit account agreement, and (2) the Bank has no responsibility for any error in or improper charge to the account (including any unauthorized or altered check) unless you notify us in writing of this error or charge within sixty days of the mailing or availability of the first statement on which the error or charge appears.

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name				Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation				
A 2011	CHASE GENERAL FUND MM							
				BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	2,118,145.02
06/08/2021	1028602			SR. PROM	CR-12	1,375.00	0.00	2,119,520.02
06/11/2021	1028608			petty cash middle school	CR-12	6.52	0.00	2,119,526.54
06/29/2021	1028656			Lost Book	CR-12	4.14	0.00	2,119,530.68
06/29/2021	1028657			Petty Cash Return HS	CR-12	71.11	0.00	2,119,601.79
06/29/2021	1028658			Petty Cash Return FJC	CR-12	30.43	0.00	2,119,632.22
06/30/2021	1028662			Interest Revenue	CR-12	17.17	0.00	2,119,649.39
Grand Totals:						1,504.37	0.00	2,119,649.39

Rocky Point Union Free School District
Treasurer's Report
Cafeteria Checking - C207
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 192,680.22

Receipts:

Sales Tax Reimbursement 291.03 291.03

Disbursements:

Cash Disbursements 52,880.77 (52,880.77)

Total available balance per General Ledger as of: 6/30/2021 140,090.48

Bank Balance as of: 6/30/2021 145,739.53

Less: Outstanding Checks 5,649.05

Adjusted Bank Balance as of: 6/30/2021 140,090.48

Prepared by: Linda Bilski
Date: 7/12/2021

Reviewed by: Virginia Holman
Date: 7/12/2021

C207

ROCKY POINT UFSD
CAFETERIA CHECKING
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$200,820.17	Number of Days in Cycle	30
2 Deposits/Credits	\$291.03	Minimum Balance This Cycle	\$145,739.53
58 Checks/Debits	(\$55,371.67)	Average Collected Balance	\$177,138.86
Service Charges	\$0.00		
Ending Balance 06/30/21	\$145,739.53		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	Check 12227		\$1,189.99	\$199,630.18
06/01	Check 12220		\$874.81	\$198,755.37
06/01	Check 12228		\$665.76	\$198,089.61
06/01	Check 12229		\$226.85	\$197,862.76
06/01	Check 12198		\$80.00	\$197,782.76
06/02	Check 12223		\$1,482.33	\$196,300.43
06/02	Check 12224		\$913.69	\$195,386.74
06/02	Check 12225		\$622.71	\$194,764.03
06/02	Check 12221		\$469.63	\$194,294.40
06/02	Check 12222		\$291.60	\$194,002.80
06/07	Check 12232		\$785.95	\$193,216.85
06/08	Customer Deposit	\$151.02		\$193,367.87
06/08	Customer Deposit	\$140.01		\$193,507.88
06/08	Check 12230		\$1,502.22	\$192,005.66
06/08	Check 12212		\$610.63	\$191,395.03
06/08	Check 12226		\$314.30	\$191,080.73
06/08	Check 12231		\$161.00	\$190,919.73
06/11	Check 12219		\$360.00	\$190,559.73
06/14	Check 12234		\$1,675.10	\$188,884.63

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 6/30/2021



Account: Capital One Cafeteria Checking
 Cash Account(s): C 207

Ending Bank Balance:		145,739.53
Outstanding Checks (See listing below):	-	5,649.05
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	140,090.48
Cash Account Balance:	140,090.48

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
04/13/2021	12157	MICHELLE AMEDURI	37.65
06/22/2021	12257	VERONICA CASTOLDI	15.60
06/22/2021	12260	DENOBREGA, JOHN	19.35
06/22/2021	12261	CHRISTY ETSCH	20.30
06/22/2021	12263	DEBORAH GROSSMAN	9.50
06/22/2021	12274	DEBORAH MCCABE	6.50
06/22/2021	12275	CLAUDINE MCCORMACK	38.25
06/22/2021	12276	DEBORAH MERGOTT	12.90
06/22/2021	12280	DEBORAH PITAGNO	30.75
06/22/2021	12281	PATRICIA PLISKA	13.00
06/22/2021	12284	SONJA SALERNO	22.90
06/29/2021	12286	CREAM-O-LAND DAIRIES, LLC	2,683.89
06/29/2021	12287	MODERN ITALIAN BAKERY	1,375.20
06/29/2021	12288	MICHAEL MORELLO	26.90
06/29/2021	12289	NARDONE BROS BAKING CO	562.59
06/29/2021	12290	SCHRIER, H. & CO.	738.22
06/29/2021	12291	DINA SQUILLACE	15.40
06/29/2021	12292	DANIELLE TREUBER	20.15
Outstanding Check Total:			5,649.05

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name				Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #	Vendor ID	Explanation				
C 207	CAPITAL ONE CHECKING							
				BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	192,680.22
06/02/2021				See Cash Disbursement Schedule 32	CD-32	0.00	2,449.17	190,231.05
06/08/2021	1028600			CAFE SALE TAX	CR-12	140.01	0.00	190,371.06
06/08/2021	1028601			SALE TAX	CR-12	151.02	0.00	190,522.08
06/09/2021				See Cash Disbursement Schedule 33	CD-33	0.00	13,650.08	176,872.00
06/16/2021				See Cash Disbursement Schedule 34	CD-34	0.00	21,426.51	155,445.49
06/23/2021				See Cash Disbursement Schedule 35	CD-35	0.00	9,932.66	145,512.83
06/30/2021				See Cash Disbursement Schedule 36	CD-36	0.00	5,422.35	140,090.48
Grand Totals:						291.03	52,880.77	140,090.48

Rocky Point Union Free School District
Treasurer's Report
Cafeteria Fund ACH C208
As of June 30, 2021

Reconciled Balance as of:	5/31/2021		299,234.82
Receipts:			
	Café ACH Deposits	10,983.20	
	Café Deposits	8,503.14	
	Interest	<u>2.51</u>	
			19,488.85
Disbursements:			<u>0.00</u>
Total available balance per General Ledger as of:	6/30/2021		<u><u>318,723.67</u></u>
Bank Balance as of:	6/30/2021		<u><u>318,723.67</u></u> 0.00

Prepared by: Linda Bielski
Date: 7/13/2021

Reviewed by:
Date: 7/13/2021

Virginia Holby



JPMorgan Chase Bank, N.A.
 P O Box 182051
 Columbus, OH 43218 - 2051

May 29, 2021 through June 30, 2021

CUSTOMER SERVICE INFORMATION

If you have any questions about your statement, please contact your Customer Service Professional.

00045632 DDA 802 212 18221 NNNNNNNNNN 1 000000000 C1 0000

ROCKY POINT UFSD
 SCHOOL LUNCH ACH
 90 ROCKY POINT YAPHANK RD
 ROCKY POINT NY 11778



00456320401000000024

CHECKING SUMMARY Commercial Checking With Interest

	INSTANCES	AMOUNT
Beginning Balance		\$297,618.03
Deposits and Additions	199	21,112.89
Other Withdrawals, Fees & Charges	1	- 7.25
Ending Balance	200	\$318,723.67
Annual Percentage Yield Earned This Period		0.01%
Interest Paid This Period		\$2.51
Interest Paid Year-to-Date		\$12.30

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
06/01	Deposit	\$320.65
06/01	Deposit	86.00
06/01	Deposit	67.21
06/01	Deposit	64.00
06/01	Deposit	42.75
06/01	Deposit	37.00
06/01	Deposit	16.00
06/01	Deposit	5.00
06/01	Orig CO Name:Hrtland Pmt Sys Orig ID:Wfbehps001 Desc Date: CO Entry Descr:Txns/Fees Sec:CCD Trace#:091000010664044 Eed:210601 Ind ID:650000007830113 Ind Name:Rocky Point Ufsd Trn: 1520664044Tc	306.50
06/01	Orig CO Name:Hrtland Pmt Sys Orig ID:Wfbehps001 Desc Date: CO Entry Descr:Txns/Fees Sec:CCD Trace#:091000010664046 Eed:210601 Ind ID:650000007830113 Ind Name:Rocky Point Ufsd Trn: 1520664046Tc	230.00
06/01		212.00

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name							
Date	Ref Number	Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
C 208	CHASE ACH REVENUE							
				BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	299,234.82
06/01/2021	1028607			CAF'T RECEIPTS	CR-10	339.13	0.00	299,573.95
06/02/2021	1028609			CAF'T RECEIPTS	CR-10	387.70	0.00	299,961.65
06/03/2021	1028610			CAF'T RECEIPTS	CR-10	509.95	0.00	300,471.60
06/04/2021	1028611			CAF'T RECEIPTS	CR-10	401.54	0.00	300,873.14
06/07/2021	1028612			CAF'T RECEIPTS	CR-10	446.00	0.00	301,319.14
06/08/2021	1028613			CAF'T RECEIPTS	CR-10	542.35	0.00	301,861.49
06/09/2021	1028614			CAF'T RECEIPTS	CR-10	422.60	0.00	302,284.09
06/10/2021	1028630			CAF'T RECEIPTS	CR-10	562.75	0.00	302,846.84
06/11/2021	1028631			CAF'T RECEIPTS	CR-10	501.00	0.00	303,347.84
06/14/2021	1028632			CAF'T RECEIPTS	CR-10	307.45	0.00	303,655.29
06/15/2021	1028633			CAF'T RECEIPTS	CR-10	1,202.87	0.00	304,858.16
06/16/2021	1028634			CAF'T RECEIPTS	CR-10	421.89	0.00	305,280.05
06/17/2021	1028635			CAF'T RECEIPTS	CR-10	240.40	0.00	305,520.45
06/18/2021	1028636			CAF'T RECEIPTS	CR-10	298.55	0.00	305,819.00
06/21/2021	1028647			CAF'T RECEIPTS	CR-10	520.77	0.00	306,339.77
06/22/2021	1028648			CAF'T RECEIPTS	CR-10	485.69	0.00	306,825.46
06/23/2021	1028649			CAF'T RECEIPTS	CR-10	20.90	0.00	306,846.36
06/24/2021	1028650			CAF'T RECEIPTS	CR-10	9.60	0.00	306,855.96
06/25/2021	1028651			CAF'T RECEIPTS	CR-10	88.00	0.00	306,943.96
06/25/2021	1028664			START UP / PETTY CASH	CR-10	712.00	0.00	307,655.96
06/30/2021	293			Miscellaneous Revenue	JE-24	7.00	0.00	307,662.96
06/30/2021	304			Chromebook	JE-24	75.00	0.00	307,737.96
06/30/2021	1028663			Interest Revenue	CR-12	2.51	0.00	307,740.47
06/30/2021	1028673			FJC ACH	CR-12	1,337.50	0.00	309,077.97
06/30/2021	1028674			JAE ACH	CR-12	1,792.25	0.00	310,870.22
06/30/2021	1028675			RPHS ACH	CR-12	4,117.65	0.00	314,987.87
06/30/2021	1028676			RPMS ACH	CR-12	3,735.80	0.00	318,723.67
Grand Totals:						19,488.85	0.00	318,723.67

Rocky Point Union Free School District
Treasurer's Report
Scholarship Fund Checking - CM200
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 51,892.68

Receipts:

Interfund Transfer	662.41	
Admin. Scholarship	1,500.00	
Sound Beach Music Scholarship	500.00	
Kenneth Edwards Admin. Scholarship	<u>250.00</u>	
		2,912.41

Disbursements:

Cash Disbursements	<u>6,400.00</u>	<u>6,400.00</u>
--------------------	-----------------	-----------------

Total available balance per General Ledger as of: 6/30/2021 48,405.09

Bank Balance as of: 6/30/2021 52,555.09

Less: Outstanding Checks 4,150.00

Adjusted Bank Balance as of: 6/30/2021 48,405.09

Prepared by: Linda Bielcki
Date: 7/12/2021

Reviewed by: Virginia Holly
Date: 7/12/2021

CM 200

ROCKY POINT UFSD
SCHOLARSHIP CHECKING
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$51,892.68	Number of Days in Cycle	30
6 Deposits/Credits	\$2,912.41	Minimum Balance This Cycle	\$51,892.68
8 Checks/Debits	(\$2,250.00)	Average Collected Balance	\$53,952.59
Service Charges	\$0.00		
Ending Balance 06/30/21	\$52,555.09		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/03	Book transfer credit FROM ...5277	\$662.41		\$52,555.09
06/07	Book transfer credit FROM ...3954	\$1,500.00		\$54,055.09
06/15	Customer Deposit	\$500.00		\$54,555.09
06/15	Customer Deposit	\$100.00		\$54,655.09
06/15	Customer Deposit	\$100.00		\$54,755.09
06/15	Customer Deposit	\$50.00		\$54,805.09
06/28	Check 419		\$250.00	\$54,555.09
06/28	Check 407		\$200.00	\$54,355.09
06/28	Check 418		\$200.00	\$54,155.09
06/29	Check 408		\$500.00	\$53,655.09
06/30	Check 411		\$500.00	\$53,155.09
06/30	Check 416		\$250.00	\$52,905.09
06/30	Check 415		\$200.00	\$52,705.09
06/30	Check 421		\$150.00	\$52,555.09
Total		\$2,912.41	\$2,250.00	

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 6/30/2021



Account: Capital One Scholarship Checking
Cash Account(s):

Ending Bank Balance:		52,555.09
Outstanding Checks (See listing below):	-	4,150.00
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance: 48,405.09

Cash Account Balance: 48,405.09

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/15/2021	403	KELLEY BUCCOLA	500.00
06/15/2021	404	KERRIANN CAMPO	200.00
06/15/2021	405	JILLIAN CARLEY	200.00
06/15/2021	406	KARINA COOPER	1,200.00
06/15/2021	409	KIERAN MCBYRNE	150.00
06/15/2021	410	SEAN MCCABE	200.00
06/15/2021	412	ROSARIO ORANTES	250.00
06/15/2021	413	GARY ORTIZ	500.00
06/15/2021	414	GARY ORTIZ	200.00
06/15/2021	417	KATHLEEN SEDA	250.00
06/15/2021	420	ASHLYNNE XAVIER	500.00
Outstanding Check Total:			4,150.00

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	Invoice #						
CASH IN CHECKING								
				BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	51,892.68
06/03/2021	220			release receivables	JE-24	662.41	0.00	52,555.09
06/07/2021	224			Admin Scholarship 20/21 contributions	JE-24	1,500.00	0.00	54,055.09
06/15/2021	1028619			SOUND BEACH MUSIC	CR-12	500.00	0.00	54,555.09
06/15/2021	1028620			KENNETH EDWARDS ADMIN SCHOLARSHIP	CR-12	50.00	0.00	54,605.09
06/15/2021	1028621			K EDWARDS ADMIN SCHOLARSHIP	CR-12	100.00	0.00	54,705.09
06/15/2021	1028622			K EDWARDS ADMIN SCHOLARSHIP	CR-12	100.00	0.00	54,805.09
06/16/2021				See Cash Disbursement Schedule 2	CD-2	0.00	6,400.00	48,405.09
Grand Totals:						2,912.41	6,400.00	48,405.09

Rocky Point Union Free School District
Treasurer's Report
Extra Class Checking - CM3200
As of June 30, 2021

Reconciled Balance as of: 5/31/2021 70,016.22

Receipts:

Interfund Transfer	152.04	
Water Machine	281.00	
Senior Picnic	8,350.00	
HS Yearbooks	738.65	
MS Yearbooks	<u>1,485.00</u>	
		11,006.69

Disbursements:

NSF Check	45.00	
Donation-Prom	200.00	
Interfund Transfer	200.00	
Cash Disbursements	<u>25,549.48</u>	
		<u>(25,994.48)</u>

Total available balance per General Ledger as of: 6/30/2021 55,028.43

Bank Balance as of: 6/30/2021 73,678.46

Less: Outstanding Checks 18,650.03

Adjusted Bank Balance as of: 6/30/2021 55,028.43
0.00

Prepared by: Linda Bilski
Date: 7/12/2021

Reviewed by: Virginia Hay
Date: 7/12/2021

CM3200

ROCKY POINT UFSD
EXTRA CLASS CHECKING
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$70,543.71	Number of Days in Cycle	30
7 Deposits/Credits	\$11,006.69	Minimum Balance This Cycle	\$70,008.23
11 Checks/Debits	(\$7,871.94)	Average Collected Balance	\$73,534.69
Service Charges	\$0.00		
Ending Balance 06/30/21	\$73,678.46		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/03	V Vault Customer Deposit	\$281.00		\$70,824.71
06/03	Book transfer credit FROM ...5277	\$152.04		\$70,976.75
06/03	Book transfer debit TO ...5277		\$200.00	\$70,776.75
06/07	Book transfer debit TO ...5277		\$200.00	\$70,576.75
06/07	Check 11364		\$175.00	\$70,401.75
06/07	Check 11365		\$102.49	\$70,299.26
06/08	Check 11368		\$151.02	\$70,148.24
06/08	Check 11367		\$140.01	\$70,008.23
06/09	Customer Deposit	\$5,650.00		\$75,658.23
06/09	V Vault Customer Deposit	\$2,700.00		\$78,358.23
06/18	Check 11370		\$6,358.42	\$71,999.81
06/22	Check 11369		\$50.00	\$71,949.81
06/23	Customer Deposit	\$585.00		\$72,534.81
06/28	Chargeback NSF 1st 062321		\$45.00	\$72,489.81
06/28	Check 11373		\$250.00	\$72,239.81
06/28	Check 11374		\$200.00	\$72,039.81
06/29	Customer Deposit	\$900.00		\$72,939.81
06/29	V Vault Customer Deposit	\$738.65		\$73,678.46
Total		\$11,006.69	\$7,871.94	

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 6/30/2021



Account: Capital One Extra Class Checking
Cash Account(s):

Ending Bank Balance:		73,678.46
Outstanding Checks (See listing below):	-	18,650.03
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance: 55,028.43

Cash Account Balance: 55,028.43

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
05/18/2021	11363	SAMANTHA NIENBURG	250.00
06/01/2021	11366	ALAN E FRICKE MEMORIALS INC	3,530.00
06/08/2021	11371	JULIA WHEELER	300.00
06/16/2021	11372	RYAN FITZPATRICK	200.00
06/23/2021	11375	WILLIAM JAMES PHOTOGRAPHY	7,225.00
06/30/2021	11376	JOSTENS INC.	7,145.03
Outstanding Check Total:			18,650.03

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
CAPITAL ONE CHECKING							
			BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	70,016.22
06/03/2021	220		release receivables	JE-24	152.04	200.00	69,968.26
06/03/2021	1028598		Water Machine Deposit	CR-12	281.00	0.00	70,249.26
06/07/2021	225		Donation Senior Prom Tkts.(2)	JE-24	0.00	200.00	70,049.26
06/09/2021	1028623		Senior Picnic	CR-12	5,650.00	0.00	75,699.26
06/09/2021	1028624		Senior Picnic	CR-12	2,700.00	0.00	78,399.26
06/23/2021	1028644		MS Yearbook Sales	CR-12	585.00	0.00	78,984.26
06/28/2021	292		NSF Check	JE-24	0.00	45.00	78,939.26
06/29/2021	1028681		MS Yearbook Sales	CR-12	900.00	0.00	79,839.26
06/29/2021	1028682		Yearbook Sales	CR-12	738.65	0.00	80,577.91
06/30/2021			See Cash Disbursement Schedule 17	CD-17	0.00	3,821.03	76,756.88
06/30/2021			See Cash Disbursement Schedule 18	CD-18	0.00	6,708.42	70,048.46
06/30/2021			See Cash Disbursement Schedule 19	CD-19	0.00	650.00	69,398.46
06/30/2021			See Cash Disbursement Schedule 20	CD-20	0.00	7,225.00	62,173.46
06/30/2021			See Cash Disbursement Schedule 21	CD-21	0.00	7,145.03	55,028.43
Grand Totals:					11,006.69	25,994.48	55,028.43

Rocky Point Union Free School District
Treasurer's Report
Federal Fund Checking - F205
As of June 30, 2021

Reconciled Balance as of:	5/31/2021		298,011.74
Receipts:			0.00
Disbursements:			
	Cash Disbursements	<u>40,055.00</u>	<u>(40,055.00)</u>
Total available balance per General Ledger as of:	6/30/2021		<u>257,956.74</u>
Bank Balance as of:	6/30/2021		278,401.74
Less:	Outstanding Checks		<u>20,445.00</u>
Adjusted Bank Balance as of:	6/30/2021		<u>257,956.74</u>

Prepared by: Linda Bilski
Date: 7/8/2021

Reviewed by: Vivian Kelly
Date: 7/8/2021

F205

ROCKY POINT UFSD
FEDERAL CHECKING
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking			ROCKY POINT UFSD	
Previous Balance 05/31/21	\$317,621.74	Number of Days in Cycle	30	
0 Deposits/Credits	\$0.00	Minimum Balance This Cycle	\$278,401.74	
4 Checks/Debits	(\$39,220.00)	Average Collected Balance	\$293,259.40	
Service Charges	\$0.00			
Ending Balance 06/30/21	\$278,401.74			

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking			ROCKY POINT UFSD		
Date	Description		Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	Check 4594			\$9,010.00	\$308,611.74
06/04	Check 4595			\$10,600.00	\$298,011.74
06/14	Check 4596			\$9,010.00	\$289,001.74
06/29	Check 4597			\$10,600.00	\$278,401.74
Total			\$0.00	\$39,220.00	

Govt Banking Blended Chking			ROCKY POINT UFSD					
Checks * designates gap in check sequence								
Check No.	Date	Amount	Check No.	Date	Amount	Check No.	Date	Amount
4594	06/01	\$9,010.00	4596	06/14	\$9,010.00	4597	06/29	\$10,600.00
4595	06/04	\$10,600.00						

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 6/30/2021



Account: Capital One Federal Checking
Cash Account(s): F 205

Ending Bank Balance:		278,401.74
Outstanding Checks (See listing below):	-	20,445.00
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	257,956.74
Cash Account Balance:	257,956.74

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/15/2021	4598	MASS INSIGHT EDUCATION & RESEARCH INSTITUTE INC.	835.00
06/29/2021	4599	STEP BY STEP PRESCHOOL	9,010.00
06/29/2021	4600	TRINITY EVANGELICAL LUTHERAN	10,600.00
Outstanding Check Total:			20,445.00

Prepared By

Approved By

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Account Name							
Date	Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance	
F 205	CAPITAL ONE CHECKING							
			BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	298,011.74	
06/09/2021			See Cash Disbursement Schedule 18	CD-18	0.00	19,610.00	278,401.74	
06/16/2021			See Cash Disbursement Schedule 19	CD-19	0.00	835.00	277,566.74	
06/30/2021			See Cash Disbursement Schedule 20	CD-20	0.00	19,610.00	257,956.74	
Grand Totals:					0.00	40,055.00	257,956.74	

Rocky Point Union Free School District
Treasurer's Report
Capital Fund Checking - H205
As of June 30, 2021

Reconciled Balance as of:	5/31/2021		298,625.45
Receipts:			
	Interfund Transfer	<u>400,500.00</u>	400,500.00
Disbursements:			
	Cash Disbursements	<u>421,177.66</u>	<u>(421,177.66)</u>
Total available balance per General Ledger as of:	6/30/2021		<u>277,947.79</u>
Bank Balance as of:	6/30/2021		<u>277,947.79</u> 0.00

Prepared by: Linda Bilski
Date: 7/12/2021

Reviewed by: Virginia Helweg
Date: 7/12/2021

H205

ROCKY POINT UFSD
CAPITAL FUND CHECKING
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$340,204.41	Number of Days in Cycle	30
3 Deposits/Credits	\$400,500.00	Minimum Balance This Cycle	\$75,480.95
3 Checks/Debits	(\$462,756.62)	Average Collected Balance	\$253,032.13
Service Charges	\$0.00		
Ending Balance 06/30/21	\$277,947.79		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
<i>Date</i>	<i>Description</i>	<i>Deposits/Credits</i>	<i>Withdrawals/Debits</i>	<i>Resulting Balance</i>
06/02	Check 1123		\$41,578.96	\$298,625.45
06/03	Book transfer credit FROM ...5277	\$500.00		\$299,125.45
06/10	Book transfer credit FROM ...5277	\$150,000.00		\$449,125.45
06/15	Check 1124		\$373,644.50	\$75,480.95
06/25	Book transfer credit FROM ...5277	\$250,000.00		\$325,480.95
06/29	Check 1125		\$47,533.16	\$277,947.79
Total		\$400,500.00	\$462,756.62	

Govt Banking Blended Chking		ROCKY POINT UFSD						
Checks * designates gap in check sequence								
<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>	<i>Check No.</i>	<i>Date</i>	<i>Amount</i>
1123	06/02	\$41,578.96	1124	06/15	\$373,644.50	1125	06/29	\$47,533.16

Thank you for banking with us.

ROCKY POINT UFSD

Bank Reconciliation for period ending on 6/30/2021



Account: Capital One Capital Checking
Cash Account(s): H 205

Ending Bank Balance:		277,947.79
Outstanding Checks (See listing below):	-	0.00
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	277,947.79
Cash Account Balance:	277,947.79

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
Outstanding Check Total:			0.00

Prepared By

Approved By

ROCKY POINT UFSD

Cash Account Transactions Report From 6/1/2021 To 6/30/2021



Account	Account Name	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number Invoice #						
H 205	CAPITAL ONE CHECKING						
			BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	298,625.45
06/03/2021	220		release receivables	JE-24	500.00	0.00	299,125.45
06/09/2021			See Cash Disbursement Schedule 15	CD-15	0.00	373,644.50	-74,519.05
06/10/2021	231		Interfund Transfer	JE-24	150,000.00	0.00	75,480.95
06/23/2021			See Cash Disbursement Schedule 16	CD-16	0.00	47,533.16	27,947.79
06/25/2021	243		Interfund Transfer	JE-24	250,000.00	0.00	277,947.79
Grand Totals:					400,500.00	421,177.66	277,947.79

Rocky Point Union Free School District
Treasurer's Report
Debt Service Fund Checking - V200
As of June 30, 2021

Reconciled Balance as of:	5/31/2021		2,270,236.89
Receipts:			
	Release Receivable	<u>417.97</u>	417.97
Disbursements:			
	Debt Service P & I	<u>2,153,190.63</u>	<u>(2,153,190.63)</u>
Total available balance per General Ledger as of:	6/30/2021		<u>117,464.23</u>
Bank Balance as of:	6/30/2021		<u>117,464.23</u> 0.00

Prepared by: Linda Beliski
Date: 7/14/2021

Reviewed by: Virginia Holway
Date: 7/14/2021

V200

ROCKY POINT UFSD
DEBT SERVICE FUND
90 ROCKY POINT YAPHANK RD
ROCKY POINT NY 11778-8423

▶ Contact your Relationship Manager to discuss targeted solutions for your evolving business needs.

ACCOUNT SUMMARY FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD	
Previous Balance 05/31/21	\$2,270,236.89	Number of Days in Cycle	30
1 Deposits/Credits	\$417.97	Minimum Balance This Cycle	\$117,464.23
6 Checks/Debits	(\$2,153,190.63)	Average Collected Balance	\$918,966.99
Service Charges	\$0.00		
Ending Balance 06/30/21	\$117,464.23		

ACCOUNT DETAIL FOR PERIOD JUNE 01, 2021 - JUNE 30, 2021

Govt Banking Blended Chking		ROCKY POINT UFSD		
Date	Description	Deposits/Credits	Withdrawals/Debits	Resulting Balance
06/01	Wire transfer withdrawal DTC 060121 USD0008202036		\$425,000.00	\$1,845,236.89
06/01	ACH Withdrawal DEPOSITORY TRUST CONS COLL 060121 ROCKY POINT SD NY 50882850		\$10,625.00	\$1,834,611.89
06/03	Book transfer credit FROM ...5277	\$417.97		\$1,835,029.86
06/15	Wire transfer withdrawal DTC 061521 USD0008270605		\$375,000.00	\$1,460,029.86
06/15	Wire transfer withdrawal DTC 061521 USD0008270651		\$525,000.00	\$935,029.86
06/15	Wire transfer withdrawal DTC 061521 USD0008270521		\$580,000.00	\$355,029.86
06/15	ACH Withdrawal DEPOSITORY TRUST CONS COLL 061521 ROCKY POINT SD NY 50882850		\$237,565.63	\$117,464.23
Total		\$417.97	\$2,153,190.63	

Thank you for banking with us.

ROCKY POINT UFSD



Cash Account Transactions Report From 6/1/2021 To 6/30/2021

Account	Date	Account Name Ref Number Invoice #	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
V 200		CASH						
				BALANCE 07/01/2020 - 05/31/2021		0.00	0.00	2,270,236.89
	06/01/2021	207		Debt Serv. Payment P & I 2021	JE-24	0.00	2,153,190.63	117,046.26
	06/03/2021	220		release receivables	JE-24	417.97	0.00	117,464.23
Grand Totals:						417.97	2,153,190.63	117,464.23



John F. Dennehy, Jr.
Certified Public Accountant, P.C.

July 8, 2021

Board of Education
Rocky Point School District
90 Rocky Point-Yaphank Road
Rocky Point, NY 11778

*Re: Internal Claims Audit Report for the period
June 1, 2021 through June 30, 2021*

Board of Education:

I have completed my internal claims auditing services for the Rocky Point School District covering the period June 1, 2021 through June 30, 2021. The services I performed, as outlined within my proposal, include reviewing all claims against the District. The purpose of this report is to update the Board of Education on work performed to date, my findings, and recommendations.

For ease of reference I have categorized the remainder of this report as follow:

Internal Claims Audit Services

Exhibits

INTERNAL CLAIMS AUDIT SERVICES

The internal claims audit services performed on each claim against the District consisted of:

1. Verification of the accuracy of invoices and claim forms
2. Ensuring proper approval of all purchases; checking that purchases constitute legal expenses of the school district
3. Determining that purchase orders have been issued in accordance with Board of Education policy, and applicable state laws

Board of Education
Rocky Point School District
July 8, 2021

Page 2

*Re: Internal Claims Audit Report for the time period of
June 1, 2021 through June 30, 2021*

4. Comparison of invoices or claims with previously approved contracts
5. Reviewing price extensions, claiming of applicable discounts, inclusion of shipping and freight charges
6. Approving all charges that are presented for payment which are supported with documentary evidence indicating compliance with all pertinent laws, policies and regulations

Over the time period of June 1, 2021 through June 30, 2021 I have audited 394 claims against the District in the amount of \$12,112,872.62. (See attached Exhibit I) I made inquiries and/ or observations into 66 claims in the amount of \$685,709.16. I have summarized the inquiries and/or observations as well as the resolutions within Exhibit II. It should be noted that currently, there are 0 outstanding inquiries in regards to the audit of the claims made against the District for the period of June 1, 2021 through June 30, 2021. I have summarized all voided checks and notable exceptions in Exhibit III.

*****0*****

I trust that the foregoing comments are clear. If you have any questions or you would like to discuss this matter further, please contact me at 631-928-5406.

Very truly yours,

John F. Dennehy, Jr.
Certified Public Accountant

Internal Claims Audit By Fund

Rocky Point School District

Exhibit I

Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
6/2/2021	6/2/2021	65	A	30	481,269.81	6	338,892.51	6	-	115826-115855
6/9/2021	6/9/2021	66	A	54	994,364.48	16	154,918.50	16	-	115856-115909
6/16/2021	6/16/2021	68	A	53	964,867.53	16	36,271.95	16	-	115910-115962
6/23/2021	6/23/2021	69	A	58	703,355.45	9	95,105.42	9	-	115963-116020
6/30/2021	6/30/2021	71	A	27	81,129.70	8	30,176.01	8	-	116021-116046
6/2/2021	6/2/2021	32	C	5	2,449.17	-	-	-	-	12230-12233
6/9/2021	6/9/2021	33	C	12	13,650.08	1	453.80	1	-	12234-12245
6/16/2021	6/16/2021	34	C	10	21,426.51	4	8,313.14	4	-	12246-12255
6/23/2021	6/23/2021	35	C	30	9,932.66	2	1,903.91	2	-	12256-12285
6/30/2021	6/30/2021	36	C	7	5,422.35	1	2,683.89	1	-	12286-12292
6/9/2021	6/9/2021	18	F	2	19,610.00	1	9,010.00	1	-	4596-4597
6/16/2021	6/16/2021	19	F	1	835.00	1	835.00	1	-	4598
6/30/2021	6/30/2021	20	F	2	19,610.00	-	-	-	-	4599-4600
6/9/2021	6/9/2021	15	H	1	373,644.50	-	-	-	-	1124
6/23/2021	6/23/2021	16	H	1	47,533.16	-	-	-	-	1125
6/2/2021	6/2/2021	52	T	2	3,931.19	-	-	-	-	13143-13144
6/9/2021	6/9/2021	53	T	26	2,009,233.27	-	-	-	-	13145-13151, 5115952-5115970
6/16/2021	6/16/2021	54	T	2	28,070.00	-	-	-	-	13152-13153
6/23/2021	6/23/2021	55	T	22	6,040,757.88	-	-	-	-	13154-13156, 5115971-5115989
6/30/2021	6/30/2021	56	T	1	136.40	-	-	-	-	13157
6/30/2021	6/30/2021	57	T	18	259,694.00	-	-	-	-	13158-13159, 5115990-5116005
6/16/2021	6/16/2021	2	U	19	6,400.00	-	-	-	-	403-421
6/2/2021	6/2/2021	17	X	3	3,821.03	-	-	-	-	11366-11368
6/9/2021	6/9/2021	18	X	3	6,708.42	-	-	-	-	11369-11371
6/16/2021	6/16/2021	19	X	3	650.00	-	-	-	-	11372-11374
6/23/2021	6/23/2021	20	X	1	7,225.00	-	-	-	-	11375
6/30/2021	6/30/2021	21	X	1	7,145.03	1	7,145.03	1	-	11376
TOTAL				394	\$ 12,112,872.62	66	\$ 685,709.16	66	-	

Legend:	
A - General	P (A) - Chase General
C - Cafeteria	T - Trust & Agency
F - Federal	HB - Bond 2003
H - Capital	CM - Misc Spec Revenue
HCP - Capital Projects	U - Scholarship

John F. Dennehy, Jr.
Certified Public Accountant, PC

Rocky Point School District
Claims Audit - Analysis by Number of Inquiries & Dollar Value
Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims
Exhibit II

2020 / 2021 YTD

Analysis by Number of Inquiries

Reason For Inquiry	Resolution	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	1 0.3%	- 0.0%	- 0.0%	- 0.0%	1 0.3%	1 0.3%
Check amount not equal to invoices	Difference <\$5; Immaterial, claim paid	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Check amount not equal to invoices	Overpaid recurring vendor by less than \$100; credit will be taken off on next payment to vendor	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Check amount not equal to invoices	Void & reissue	2 0.6%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Check issued prior to service	Void & reissue at time of service	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Credit not taken	Recurring vendor; credit memo pulled from packet to apply to next invoice	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Current year expense paid prior year P.O.	P.O. Funds carried over	- 0.0%	1 0.3%	1 0.3%	- 0.0%	3 1.0%	- 0.0%
Duplicate payment	Check void by AP	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Incorrect vendor name	Void & reissue	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Insufficient supporting backup	Hold for missing information	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Insufficient supporting backup	Backup Provided	- 0.0%	- 0.0%	1 0.3%	- 0.0%	- 0.0%	1 0.3%
Insufficient supporting backup	Void check	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Invoice date precedes PO date	Noted by Business Office	17 5.6%	6 2.0%	22 7.1%	11 3.6%	10 3.3%	16 5.0%
Invoice over 90 days outstanding/unreconciled	Verified no duplicate payment	9 3.0%	8 2.6%	13 4.2%	9 2.9%	5 1.6%	17 5.3%
Invoices not listed separately on check	Void and reissue with all invoices itemized separately	- 0.0%	- 0.0%	1 0.3%	- 0.0%	- 0.0%	- 0.0%
Invoice previously stamped by claims auditor	Confirmed original check void	1 0.3%	1 0.3%	1 0.3%	- 0.0%	1 0.3%	1 0.3%
Missing administrator approval endorsement	Received proper authorization	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Missing receiving signature on invoice or PO	Verified receipt of goods/services	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
No Purchase Order encumbered	Void & reissue after P.O. encumbered	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Not an original invoice	Copy, fax or statement accepted	9 3.0%	5 1.7%	10 3.3%	7 2.3%	19 6.0%	17 5.3%
Paid sales tax	Void and reissue	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
PO insufficient funds	PO funds increased post invoice/paid direct from budget code	9 3.0%	7 2.3%	9 2.9%	5 1.6%	10 3.3%	12 3.8%
Prior year invoice paid current year funds	Noted by Business Office	3 1.0%	- 0.0%	1 0.3%	- 0.0%	- 0.0%	1 0.3%
Pre-dated Invoice	Hold until service date	- 0.0%	- 0.0%	- 0.0%	- 0.0%	1 0.3%	- 0.0%
Separation of Duties	Same individual signed P.O. and authorized payment; additional admin approval provided	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Prepaid Invoice - Improper Procedure	Vendor requires prepayment; advised in future to select a different vendor	- 0.0%	1 0.3%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
Total Number (#) of Inquiries		51 17.4%	29 10.1%	59 20.0%	38 13.0%	49 16.6%	66 23.0%
Total Claims Audited		292 100.0%	187 100.0%	338 100.0%	322 100.0%	258 100.0%	394 100.0%
Total Outstanding Inquiries		0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

Rocky Point School District
Claims Audit - Analysis by Number of Inquiries & Dollar Value
Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims
Exhibit II

2020 / 2021 YTD

Analysis by Dollar Value

Reason For Inquiry	Resolution	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	715.36 0.01%	- 0.00%	- 0.00%	- 0.00%	5,090.90 0.05%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	83.52 0.00%
Check amount not equal to invoices	Difference < \$5; Immaterial, claim paid	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Check amount not equal to invoices	Overpaid recurring vendor by less than \$100; credit will be taken off on next payment to vendor	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Check amount not equal to invoices	Void & reissue	1,420.83 0.02%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Check issued prior to service	Void & reissue at time of service	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Credit not taken	Recurring vendor; credit memo pulled from packet to apply to next invoice	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Current year expense paid prior year P.O.	P.O. Funds carried over	- 0.00%	1,465.01 0.02%	4,591.90 0.05%	- 0.00%	- 0.00%	22,875.42 0.25%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Duplicate payment	Check void by AP	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect vendor name	Void & reissue	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting backup	Hold for missing information	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting backup	Backup Provided	- 0.00%	- 0.00%	- 0.00%	1,878.84 0.02%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	7,145.03 0.08%
Insufficient supporting backup	Void check	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoice date precedes PO date	Noted by Business Office	78,903.73 0.98%	3,196.20 0.05%	157,782.20 1.83%	99,411.58 1.23%	- 0.00%	37,091.05 0.43%	40,424.47 0.50%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoice over 90 days outstanding/undated	Verified no duplicate payment	72,578.16 0.98%	6,456.04 0.11%	17,750.51 0.21%	616,657.37 7.76%	- 0.00%	32,048.17 0.38%	138,025.03 1.74%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoices not listed separately on check	Void and reissue with all invoices itemized separately	- 0.00%	- 0.00%	292.86 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoice previously stamped by claims auditor	Confirmed original check void	717.68 0.01%	669,726.12 11.48%	1,110.00 0.02%	- 0.00%	- 0.00%	24.00 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	85.88 0.00%
Missing administrator approval endorsement	Received proper authorization	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Missing receiving signature on invoice or PO	Verified receipt of goods/services	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
No Purchase Order encumbered	Void & reissue after P.O. encumbered	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Not an original invoice	Copy, fax or statement accepted	23,530.69 0.29%	16,949.67 0.29%	94,941.96 1.11%	135,343.33 1.70%	- 0.00%	67,930.48 0.82%	401,191.55 5.11%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Void and reissue	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
PO insufficient funds	PO funds increased post invoice/paid direct from budget code	450,447.22 5.53%	6,585.26 0.11%	12,033.71 0.23%	15,407.14 0.19%	- 0.00%	22,105.41 0.28%	56,771.54 0.71%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Prior year invoice paid current year funds	Noted by Business Office	39,291.88 0.49%	- 0.00%	5,988.82 0.10%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	41,981.14 0.53%
Pre-dated Invoice	Hold until service date	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	2,084.00 0.03%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Separation of Duties	Same individual signed P.O. and authorized payment; additional admin approval provided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Prepaid Invoice - Improper Procedure	Vendor requires prepayment; advised in future to select a different vendor	- 0.00%	200.15 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Total Value (\$) of Inquiries		669,400.55 8.30%	704,579.05 12.02%	295,600.30 3.71%	871,909.47 10.83%	185,158.53 2.30%	185,158.53 2.30%	685,709.16 8.68%	12,112,872.62 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%
Total Claims Audited		8,062,088.32 100.00%	5,834,935.97 100.00%	5,172,734.51 100.00%	7,964,267.12 100.00%	4,745,642.59 100.00%	4,745,642.59 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%	12,112,872.62 100.00%
Total Outstanding Inquiries		- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%

**Rocky Point School District
Internal Claim Audit
Notable Exceptions
Exhibit III**

Voided Checks - June 2021

Fund	Ck #	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
None		-					
Total		-					

Other Notable Exceptions - June 2021

Fund	Ck #	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
None		-					
Total	0 Inquiries	-					

**John F. Dennehy, Jr.
Certified Public Accountant, PC**

**Rocky Point School District
Internal Claims Audit
Payroll Audit
Exhibit IV**

Audited Payroll Checks - June 2021

Fund	Ck #	Amount \$	Employee	Payroll Date	Exceptions
PR	302564	111.69	Amy C Hber	6/11/2021	None
PR	302576	938.90	Shawn C Razzore	6/11/2021	None
PR	302606	1,163.59	Dana M Carbone	6/11/2021	None
PR	302663	3,154.21	Stacy Iberger	6/11/2021	None
PR	302684	2,679.71	Jason R Westerlund	6/11/2021	None
PR	303287	1,244.93	Dana M Carbone	6/25/2021	None
PR	303298	677.36	Gerard P Gersbeck	6/25/2021	None
PR	303338	10,542.87	Erin E Glennon	6/25/2021	None
PR	303350	16,590.45	Jennifer M Meschi	6/25/2021	None
PR	303417	16,966.19	Sharon M Ciliento	6/25/2021	None
		54,069.90			

*Please note all checks have been selected at random using a random number generator.

**A result of no exceptions means that the the payroll check is accurate when compared against contracts, renewal letters and other documents.

**John F. Dennehy, Jr.
Certified Public Accountant, PC**



John F. Dennehy, Jr.
Certified Public Accountant, P.C.

August 12, 2021

Board of Education
Rocky Point School District
90 Rocky Point-Yaphank Road
Rocky Point, NY 11778

*Re: Internal Claims Audit Report for the period
July 1, 2021 through July 31, 2021*

Board of Education:

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For ease of reference I have categorized the remainder of this report as follow:

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Board of Education
Rocky Point School District
August 12, 2021

Page 2

*Re: Internal Claims Audit Report for the time period of
July 1, 2021 through July 31, 2021*

4. Comparison of invoices or claims with previously approved contracts
5. Reviewing price extensions, claiming of applicable discounts, inclusion of shipping and freight charges
6. Approving all charges that are presented for payment which are supported with documentary evidence indicating compliance with all pertinent laws, policies and regulations

Over the time period of July 1, 2021 through July 31, 2021 I have audited 206 claims against the District in the amount of **\$4,147,621.08**. (See attached Exhibit I) I made inquiries and/ or observations into 68 claims in the amount of **\$309,141.95**. I have summarized the inquiries and/or observations as well as the resolutions within Exhibit II. It should be noted that currently, there are 0 outstanding inquiries in regards to the audit of the claims made against the District for the period of July 1, 2021 through July 31, 2021. I have summarized all voided checks and notable exceptions in Exhibit III.

*****0*****

I trust that the foregoing comments are clear. If you have any questions or you would like to discuss this matter further, please contact me at 631-928-5406.

Very truly yours,

John F. Dennehy, Jr.
Certified Public Accountant

Internal Claims Audit By Fund

Rocky Point School District

Exhibit I

Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
7/7/2021	7/7/2021	1	A	39	1,290,573.16	15	40,217.61	15	-	116047-116085
7/7/2021	7/8/2021	2	A	3	10,621.88	-	-	-	-	13162-13164
7/14/2021	7/14/2021	4	A	29	1,665,818.10	6	28,833.91	6	-	116086-116114
7/8/2021	7/8/2021	5	A	18	105,033.05	-	-	-	-	13165-13166, 5116006-5116021
7/22/2021	7/21/2021	7	A	16	125,232.81	-	-	-	-	13167, 5116022-5116036
7/21/2021	7/21/2021	8	A	27	130,139.92	10	43,091.41	10	-	116115-116141
7/28/2021	7/28/2021	9	A	59	759,466.14	33	78,870.91	33	-	116142-116199
7/7/2021	7/7/2021	1	C	5	1,496.44	-	-	-	-	12293-12297
7/21/2021	7/21/2021	2	C	3	587.79	1	168.47	1	-	12298-12300
7/28/2021	7/28/2021	1	F	1	335.91	-	-	-	-	4601
7/7/2021	7/7/2021	1	H	1	39,319.88	3	117,959.64	3	-	1126
7/28/2021	7/28/2021	2	H	1	18,996.00	-	-	-	-	1127
7/7/2021	7/8/2021	1	T	4						Warrant net amount \$0 due to voids 13160-13161
TOTAL				206	\$ 4,147,621.08	68	\$ 309,141.95	68	-	

Legend:	
A - General	P (A) - Chase General
C - Cafeteria	T - Trust & Agency
F - Federal	HB - Bond 2003
H - Capital	CM- Misc Spec Revenue
HCP - Capital Projects	U - Scholarship

John F. Dennehy, Jr.
Certified Public Accountant, PC

Rocky Point School District
Claims Audit - Analysis by Number of Inquiries & Dollar Value
Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims
Exhibit II

2021 / 2022 YTD

Analysis by Number of Inquiries

Reason For Inquiry	Resolution	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	1 0.65%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Difference <\$1; Immaterial, claim paid	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Will pay balance with next invoice	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Void & reissue	1 0.65%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check does not reflect all invoices paid	Void & reissue check to reflect all invoices paid as separate line items	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Current year expense paid prior year P.O.	P.O. Funds carried over	1 0.65%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Duplicate payment	Void check	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Incorrect vendor name	Name misspelled; name corrected in system, claim paid	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Hold for missing information	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Backup Provided	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Void check	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice date precedes PO date	Noted by Business Office	85 16.89%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice over 90 days outstanding/undated	Verified no duplicate payment	7 3.49%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice previously stamped by claims auditor	Confirmed original check void	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing administrator approval signature	Received proper authorization	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing receiving signature on invoice or PO	Verified receipt of goods/services	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing second signature on check	Hold for approval of second check signer	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Not an original invoice	Copy, fax or statement accepted	6 2.91%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Paid sales tax	Void & reissue	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
PO insufficient funds	PO funds increased post invoice/paid direct from budget code	8 1.63%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Prior year invoice paid current year funds	Noted by Business Office	14 6.80%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Pre-dated Invoice	Hold until service date	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Separation of Duties	Same individual signed P.O. and authorized payment; additional admin approval provided	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Xtra Class club purchased gift cards for needy family	Utilizing recipient verification procedure through school social worker	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Total Number (#) of Inquiries		68 33.01%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Total Claims Audited		206 100.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Total Outstanding Inquiries		0 0.00%	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!

Rocky Point School District
Claims Audit - Analysis by Number of Inquiries & Dollar Value
Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims

Exhibit II

2021 / 2022 YTD

Analysis by Dollar Value

Reason For Inquiry	Resolution	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
All invoices not reflected on check	Pay unpaid invoice(s) next warrant	7,496.82 0.18%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Difference <\$1; Immaterial, claim paid	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Will pay balance with next invoice	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check amount not equal to invoices	Void & reissue	10,307.14 0.25%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Check does not reflect all invoices paid	Void & reissue check to reflect all invoices paid as separate line items	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Current year expense paid prior year P.O.	P.O. Funds carried over	5,020.42 0.12%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Duplicate payment	Void check	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Incorrect vendor name	Name misspelled; name corrected in system, claim paid	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Hold for missing information	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Backup Provided	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Insufficient supporting backup	Void check	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice date precedes PO date	Noted by Business Office	185,236.57 4.21%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice over 90 days outstanding/undated	Verified no duplicate payment	50,100.39 1.21%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Invoice previously stamped by claims auditor	Confirmed original check void	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing administrator approval endorsement	Received proper authorization	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing receiving signature on invoice or PO	Verified receipt of goods/services	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Missing second signature on check	Hold for approval of second check signer	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Not an original invoice	Copy, fax or statement accepted	20,417.28 0.49%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Paid sales tax	Void & reissue	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
PO insufficient funds	PO funds increased post invoice/paid direct from budget code	46,924.67 1.12%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Prior year invoice paid current year funds	Noted by Business Office	35,699.16 0.86%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Pre-dated Invoice	Hold until service date	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Separation of Duties	Same individual signed P.O. and authorized payment; additional admin approval provided	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Xtra Class club purchased gift cards for needy family	Utilizing recipient verification procedure through school social worker	- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Total Value (\$) of Inquiries		809,141.95 7.45%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Total Claims Audited		4,147,621.08 100.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!
Total Outstanding Inquiries		- 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!	- #DIV/0!

**Rocky Point School District
Internal Claim Audit
Notable Exceptions
Exhibit III**

Voided Checks - July 2021

Fund	Ck #	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
A	116116	10,307.14	Avon Electrical Supply	8	7/21/2021	Warrant amount and invoices not equal	7 invoice amounts on warrant but only 1 invoice in packet; 6 invoices were for a different vendor; void check and reissue for just one invoice.
Total	1 Void	10,307.14					

Other Notable Exceptions - July 2021

Fund	Ck #	Amount \$	Vendor	Warrant #	Warrant Date	Reason For Inquiry	Resolution
None		-					
Total	0 Inquiries	-					

**John F. Dennehy, Jr.
Certified Public Accountant, PC**

**Rocky Point School District
Internal Claims Audit
Payroll Audit
Exhibit IV**

Audited Payroll Checks - July 2021

Fund	Ck #	Amount \$	Employee	Payroll Date	Exceptions
PR	304047	346.31	Eileen R Weilbacher	7/8/2021	None
PR	304051	329.82	Mary I Carman	7/8/2021	None
PR	304100	1,297.74	Craig Marrero	7/8/2021	None
PR	304208	76.65	Anthony Nobre	7/8/2021	None
PR	304241	2,711.16	Paul Martinez	7/8/2021	None
PR	304261	1,170.26	Dana Carbone	7/22/2021	None
PR	304276	1,233.53	Glenn A Niver	7/22/2021	None
PR	304301	944.18	Jean E Lownds	7/22/2021	None
PR	304325	1,146.83	Kim M Trypaluk	7/22/2021	None
PR	304351	2,549.20	Kelly J White	7/22/2021	None
		11,805.68			

*Please note all checks have been selected at random using a random number generator.

**A result of no exceptions means that the the payroll check is accurate when compared against contracts, renewal letters and other documents.

**John F. Dennehy, Jr.
Certified Public Accountant, PC**

Interoffice Memorandum

TO: *Dr. Scott O'Brien, Ed.D*

FROM: *Kristen White, Executive Director of Pupil Personnel*

DATE: *August 23, 2021*

RE: *Board Action Sheets*

Below please find the schedule to be approved at the August 23, 2021 Board of Education meeting:

SCHEDULE-A 8/23/2021		
Year	Date	Location
2021-2022	June 19, 2021 – August 5, 2021	CSE & SCSE meetings conducted for students attending in-district and out of district placements
2021-2022	June 19, 2021 - August 5, 2021	CSE District Wide Amendments without meetings

BOE ACTION Summary DATE? DECISION?

CMA BOE Data	CR Doc Committee Responsible	CMA Reason	Decision/Status	CMA Date	CR Expected Grade	CR Next Recommended School (>2010-11 SY)	Program	Program Start	Program End	Program Ratio	Program Frequency	Program Period	Program Duration	Program Location	Related Service	RS Start	RS End	RS Ratio	RS Frequency	RS Period	RS Duration	
08/23/2021	CSE	Reevaluation/Annual Review	Classified	03/02/2021	05		Integrated Co-teaching Services	09/01/2021	06/24/2022		6 Daily		40 Classroom									
		Annual Review	Classified	04/12/2021	06		Special Class	09/09/2021	06/24/2022	8:1:1+3	5 Weekly		130 Classroom	Physical Therapy	09/09/2021	06/24/2022	Individual		5 Weekly		30	
		Annual Review	Classified		06		Special Class	09/09/2021	06/24/2022	8:1:1+3	5 Weekly		130 Classroom	Vision Services	09/09/2021	06/24/2022	Individual		4 Weekly		30	
		Annual Review	Classified		06		Special Class	09/09/2021	06/24/2022	8:1:1+3	5 Weekly		30 Classroom	Speech/Language Therapy	09/09/2021	06/24/2022	Individual		3 Weekly		30	
		Annual Review	Classified		06		Special Class	09/09/2021	06/24/2022	8:1:1+3	5 Weekly		30 Classroom	Occupational Therapy	09/09/2021	06/24/2022	Individual		2 Weekly		30	
		Annual Review	Classified		06		Special Class	09/09/2021	06/24/2022	8:1:1+3	5 Weekly		130 Classroom	AAC Training	09/09/2021	06/24/2022	Individual		20 Yearly		60	
		Annual Review	Classified		06		Special Class	09/09/2021	06/24/2022	8:1:1+3	5 Weekly		30 Classroom	School Health Services	09/09/2021	06/24/2022	Individual		5 Weekly		330	
		Reevaluation/Annual Review	Classified	06/09/2021	04		Integrated Co-teaching Services	09/01/2021	06/24/2022		6 Daily		40 Classroom	Counseling-Social Skills	09/09/2021	06/16/2022	Small Group (5:1)		1 Weekly		30	
		Reevaluation/Annual Review	Classified	06/10/2021	04		Special Class	09/01/2021	06/24/2022	15:1	6 Daily		40 Classroom	Speech/Language Therapy	09/09/2021	06/16/2022	Individual		2 Weekly		30	
		Reevaluation/Annual Review	Classified		04		Special Class	09/01/2021	06/24/2022	15:1	6 Daily		40 Classroom	Speech/Language Therapy	09/09/2021	06/16/2022	Small Group (5:1)		1 Weekly		30	
		Reevaluation/Annual Review	Classified		04		Special Class	09/01/2021	06/24/2022	15:1	6 Daily		40 Classroom	Counseling-Social Skills	09/09/2021	06/16/2022	Small Group (5:1)		1 Weekly		30	
		Reevaluation/Annual Review	Classified		04		Special Class	09/01/2021	06/24/2022	15:1	6 Daily		40 Classroom	Occupational Therapy	09/09/2021	06/16/2022	Small Group (5:1)		2 Weekly		30	
		Reevaluation/Annual Review	Classified		04		Special Class	09/01/2021	06/24/2022	15:1	6 Daily		40 Classroom	Physical Therapy	09/09/2021	06/16/2022	Individual		1 Weekly		30	
		Reevaluation/Annual Review	Classified		04		Special Class	09/01/2021	06/24/2022	15:1	6 Daily		40 Classroom	Parent Counseling and Training	09/09/2021	06/16/2022	Small Group		4 Yearly		60	
		Annual Review	Classified	06/17/2021	05		Integrated Co-teaching Services	09/01/2021	06/25/2022		6 Daily		40 Classroom	Counseling-Social Skills	09/09/2021	06/16/2022	Small Group (5:1)		1 Weekly		30	
		Reevaluation/Annual Review	Classified		06		Special Class - Math	09/01/2021	06/24/2022	15:1	5 Weekly		42 Math Class									
		Reevaluation/Annual Review	Classified		06		Integrated Co-teaching Services	09/01/2021	06/24/2022		5 Weekly		42 Science Class									
		Reevaluation/Annual Review	Classified		06		Integrated Co-teaching Services	09/01/2021	06/24/2022		5 Weekly		42 Social Studies Class									
		Reevaluation/Annual Review	Classified		06		Special Class - English	09/01/2021	06/24/2022	15:1	5 Weekly		42 English / Language Arts Class									
		Reevaluation/Annual Review	Classified		06		Special Class - Reading	09/01/2021	06/24/2022	15:1	5 Weekly		42 English / Language Arts Class									
		Program Review	Classified	06/21/2021	12		Integrated Co-teaching Services	09/01/2021	06/24/2022		5 Weekly		42 English / Language Arts Class	Counseling	09/09/2021	06/16/2022	Individual		1 Weekly		30	
		Program Review	Classified		12		Integrated Co-teaching Services	09/01/2021	06/24/2022		5 Weekly		42 Social Studies Class	Counseling	09/09/2021	06/16/2022	Individual		1 Weekly		30	
		Reevaluation Review	Classified	06/22/2021	08		Integrated Co-teaching Services	09/01/2021	06/24/2022		5 Weekly		42 Classroom	Speech/Language Therapy	09/09/2021	06/16/2022	Small Group (5:1)		2 Weekly		30	
		Reevaluation Review	Classified		08		Integrated Co-teaching Services	09/01/2021	06/24/2022		5 Weekly		42 Classroom	Parent Counseling and Training	09/09/2021	06/16/2022	Small Group		4 Yearly		60	
		Reevaluation	Classified		08		Integrated	09/01/2021	06/24/2022		5 Weekly		42 Classroom	Counseling-Social	09/09/2021	06/16/2022	Small		1 Weekly		30	

Review				Co-teaching Services			Skills	Group (5:1)		
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Counseling	09/09/2021 06/16/2022 Individual	2 Monthly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Speech/Language Therapy	09/09/2021 06/16/2022 Small Group (5:1)	2 Weekly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Parent Counseling and Training	09/09/2021 06/16/2022 Small Group	4 Yearly	60
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Counseling-Social Skills	09/09/2021 06/16/2022 Small Group (5:1)	1 Weekly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Counseling	09/09/2021 06/16/2022 Individual	2 Monthly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Speech/Language Therapy	09/09/2021 06/16/2022 Small Group (5:1)	2 Weekly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Parent Counseling and Training	09/09/2021 06/16/2022 Small Group	4 Yearly	60
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Counseling-Social Skills	09/09/2021 06/16/2022 Small Group (5:1)	1 Weekly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Counseling	09/09/2021 06/16/2022 Individual	2 Monthly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Speech/Language Therapy	09/09/2021 06/16/2022 Small Group (5:1)	2 Weekly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Parent Counseling and Training	09/09/2021 06/16/2022 Small Group	4 Yearly	60
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Counseling-Social Skills	09/09/2021 06/16/2022 Small Group (5:1)	1 Weekly	30
Reevaluation Review	Classified	08		Integrated Co-teaching Services	09/01/2021 06/24/2022	5 Weekly	42 Classroom Counseling	09/09/2021 06/16/2022 Individual	2 Monthly	30
Program Review	Classified	06/24/2021	11	Special Class	09/01/2021 06/24/2022 8:1:1	5 Weekly	360 Across School Setting Counseling	09/09/2021 06/16/2022 Individual	2 Weekly	30
Program Review	Classified		11	Special Class	09/01/2021 06/24/2022 8:1:1	5 Weekly	360 Across School Setting Counseling	09/09/2021 06/16/2022 Small Group (5:1)	1 Weekly	30
Amendment - Agreement No Meeting	Classified	06/28/2021	12	Special Class - Social Studies	09/01/2021 06/24/2022 15:1	5 Weekly	42 Social Studies Class			
Amendment - Agreement No Meeting	Classified		12	Special Class - English	09/01/2021 06/24/2022 15:1	5 Weekly	42 English / Language Arts Class			
Amendment - Agreement No Meeting	Classified	06/30/2021	Kdg.	Special Class	09/01/2021 06/24/2022 8:1+1	5 Weekly	330 Classroom Speech/Language Therapy	09/01/2021 06/24/2022 Individual	3 Weekly	30
Amendment - Agreement No Meeting	Classified		Kdg.	Special Class	09/01/2021 06/24/2022 8:1+1	5 Weekly	330 Classroom Occupational Therapy	09/01/2021 06/24/2022 Individual	2 Weekly	30
Amendment - Agreement No Meeting	Classified		Kdg.	Special Class	09/01/2021 06/24/2022 8:1+1	5 Weekly	330 Classroom Counseling	09/01/2021 06/24/2022 Small Group (5:1)	1 Weekly	30
Amendment - Agreement No Meeting	Classified	07/06/2021	03	Special Class	09/01/2021 06/24/2022 15:1	6 Daily	40 Classroom Speech/Language Therapy	09/09/2021 06/16/2022 Small Group (5:1)	3 Weekly	30
Amendment - Agreement No Meeting	Classified		03	Special Class	09/01/2021 06/24/2022 15:1	6 Daily	40 Classroom Occupational Therapy	09/09/2021 06/16/2022 Small Group (5:1)	2 Weekly	30

Transfer Student - Agreement No Meeting	Classified	07/07/2021 08	Special Class - Math	09/01/2021 06/24/2022 15:1	5 Weekly	42 Math Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - Math	09/01/2021 06/24/2022 15:1	5 Weekly	42 Math Class	Parent Counseling and Training	09/09/2021 06/16/2022	Individual	1 Quarterly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - English	09/01/2021 06/24/2022 15:1	5 Weekly	42 English / Language Arts Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - English	09/01/2021 06/24/2022 15:1	5 Weekly	42 English / Language Arts Class	Parent Counseling and Training	09/09/2021 06/16/2022	Individual	1 Quarterly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - Science	09/01/2021 06/24/2022 15:1	5 Weekly	42 Science Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - Science	09/01/2021 06/24/2022 15:1	5 Weekly	42 Science Class	Parent Counseling and Training	09/09/2021 06/16/2022	Individual	1 Quarterly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - Social Studies	09/01/2021 06/24/2022 15:1	5 Weekly	42 Social Studies Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - Social Studies	09/01/2021 06/24/2022 15:1	5 Weekly	42 Social Studies Class	Parent Counseling and Training	09/09/2021 06/16/2022	Individual	1 Quarterly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - Reading	09/01/2021 06/24/2022 15:1	5 Weekly	42 English / Language Arts Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Transfer Student - Agreement No Meeting	Classified	08	Special Class - Reading	09/01/2021 06/24/2022 15:1	5 Weekly	42 English / Language Arts Class	Parent Counseling and Training	09/09/2021 06/16/2022	Individual	1 Quarterly	30
Amendment - Agreement No Meeting	Classified	07/15/2021 01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Speech/Language Therapy	09/09/2021 06/16/2022	Individual	5 Weekly	5
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Speech/Language Therapy	09/09/2021 06/16/2022	Small Group (5:1)	2 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Counseling-Social Skills	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Occupational Therapy	09/09/2021 06/16/2022	Small Group (5:1)	2 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Physical Therapy	09/09/2021 06/16/2022	Individual	2 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Speech/Language Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Amendment - Agreement No Meeting	Classified	07/20/2021 01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Speech/Language Therapy	09/09/2021 06/16/2022	Individual	2 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Speech/Language Therapy	09/09/2021 06/16/2022	Small Group (5:1)	2 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Occupational Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Physical Therapy	09/09/2021 06/16/2022	Individual	2 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Counseling-Social Skills	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Parent Counseling and Training	09/09/2021 06/16/2022	Small Group	4 Yearly	60
Amendment - Agreement No Meeting	Classified	01	Special Class	09/01/2021 06/24/2022 12:1+1	6 Daily	40 Classroom	Occupational Therapy	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Amendment - Agreement No Meeting	Classified	Ungraded	Special Class	09/01/2021 06/24/2022 12:1+1	3 Daily	42 Separate	Physical Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Amendment - Agreement No Meeting	Classified	Ungraded	Special Class	09/01/2021 06/24/2022 12:1+1	3 Daily	42 Separate	Speech/Language Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Amendment - Agreement No Meeting	Classified	Ungraded	Special Class	09/01/2021 06/24/2022 12:1+1	3 Daily	42 Separate	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Amendment - Agreement No Meeting	Classified	Ungraded	Special Class	09/01/2021 06/24/2022 12:1+1	3 Daily	42 Separate	Speech/Language Therapy	09/09/2021 06/16/2022	Small Group	1 Weekly	30

Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class	09/01/2021 06/24/2022 12:1+1	3 Daily	42 Separate	Parent Counseling and Training	09/09/2021 06/16/2022	(5:1) Small Group (5:1)	4 Yearly	60
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Reading	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Physical Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Reading	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Speech/Language Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Reading	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Reading	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Speech/Language Therapy	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Reading	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Parent Counseling and Training	09/09/2021 06/16/2022	Small Group (5:1)	4 Yearly	60
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - English	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Physical Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - English	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Speech/Language Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - English	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - English	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Speech/Language Therapy	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - English	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 English / Language Arts Class	Parent Counseling and Training	09/09/2021 06/16/2022	Small Group (5:1)	4 Yearly	60
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Math	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 Math Class	Physical Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Math	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 Math Class	Speech/Language Therapy	09/09/2021 06/16/2022	Individual	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Math	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 Math Class	Counseling	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Math	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 Math Class	Speech/Language Therapy	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Ungraded	Special Class - Math	09/01/2021 06/24/2022 12:1+1	5 Weekly	42 Math Class	Parent Counseling and Training	09/09/2021 06/16/2022	Small Group (5:1)	4 Yearly	60
Meeting Amendment - Agreement No Meeting	Classified	08	Special Class	09/09/2021 06/24/2022 8:1:1	5 Weekly	360 Across School Setting	Counseling	09/09/2021 06/24/2022	Individual	2 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	08	Special Class	09/09/2021 06/24/2022 8:1:1	5 Weekly	360 Across School Setting	Counseling	09/09/2021 06/24/2022	Small Group	1 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	07/22/2021 02	Integrated Co-teaching Services	09/01/2021 06/24/2022	6 Daily	40 Classroom	Speech/Language Therapy	09/09/2021 06/16/2022	Small Group (5:1)	3 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	02	Integrated Co-teaching Services	09/01/2021 06/24/2022	6 Daily	40 Classroom	Occupational Therapy	09/09/2021 06/16/2022	Small Group (5:1)	2 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	08/02/2021 Kdg.	Special Class	09/09/2021 06/24/2022 8:1+1	5 Weekly	330 Classroom	Speech/Language Therapy	09/09/2021 06/24/2022	Individual	4 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Kdg.	Special Class	09/09/2021 06/24/2022 8:1+1	5 Weekly	330 Classroom	Occupational Therapy	09/09/2021 06/24/2022	Individual	3 Weekly	30
Meeting Amendment - Agreement No Meeting	Classified	Kdg.	Special Class	09/09/2021 06/24/2022 8:1+1	5 Weekly	330 Classroom	Physical Therapy	09/09/2021 06/24/2022	Individual	2 Weekly	30
Annual Review	Exited	06/21/2021 05	Integrated Co-teaching Services	09/01/2021 06/24/2022	6 Daily	40 Classroom	Counseling-Social Skills	09/09/2021 06/16/2022	Small Group (5:1)	1 Weekly	30
Annual Review	Exited	05	Integrated Co-teaching Services	09/01/2021 06/24/2022	6 Daily	40 Classroom	Behavior Intervention Services	09/09/2021 06/16/2022	Individual	1 Weekly	30

CR Doc Committee Responsible Sub Total: 99

Interoffice Memorandum

TO: *Dr. Scott T. O'Brien, Superintendent*

FROM: *Kristen White, Executive Director of Pupil Personnel Services*

DATE: *8/23/2021*

RE: *Board Action Sheets*

Below please find the schedule to be approved at the 8/23/2021 Board of Education meeting:

<i>SCHEDULE- B 8/23/2021</i>	
<i>Date</i>	<i>Location</i>
<i>6/28/2021</i>	<i>CPSE Amendment</i>
<i>7/5/2021</i>	<i>CPSE Amendment</i>
<i>7/20/2021</i>	<i>CPSE Committee</i>

Dr. Scott T. O'Brien-Board Action Sheets/kao

BOE ACTION Summary DATE? DECISION?

<u>CMA BOE Date</u>	<u>CR Doc Committee Responsible</u>	<u>CMA Reason</u>	<u>Decision/Status</u>	<u>CMA Date</u>	<u>CR Expected Grade</u>	<u>CR Next Recommended School (>2010-11 SY)</u>	<u>Program</u>	<u>Program Start</u>	<u>Program End</u>	<u>Program Ratio</u>	<u>Program Frequency</u>	<u>Program Period</u>	<u>Program Duration</u>	<u>Program Location</u>	<u>Related Service</u>	<u>RS Start</u>	<u>RS End</u>	<u>RS Ratio</u>	<u>RS Frequency</u>	<u>RS Period</u>	<u>RS Duration</u>
08/23/2021	CPSE	Amendment	Classified Preschool	06/28/2021	Preschool		Special Class in an Integrated Setting	09/01/2021	06/24/2022	12:1+2	5 Weekly		150 Classroom	Occupational Therapy	09/01/2021	06/24/2022	Individual	2 Weekly		30	
		Amendment	Classified Preschool		Preschool		Special Class in an Integrated Setting	09/01/2021	06/24/2022	12:1+2	5 Weekly		150 Classroom	Physical Therapy	09/01/2021	06/24/2022	Individual	3 Weekly		30	
		Amendment	Classified Preschool	07/05/2021	Preschool		Special Class	09/01/2021	06/24/2022	12:1+1	5 Weekly		300 Classroom	Psychological Counseling Services	09/01/2021	06/24/2022	Individual	1 Weekly		30	
		Amendment	Classified Preschool		Preschool		Special Class	09/01/2021	06/24/2022	12:1+1	5 Weekly		300 Classroom	Parent Counseling and Training	09/01/2021	06/24/2022	Individual	1 Monthly		60	
		Amendment	Classified Preschool		Preschool		Special Class	09/01/2021	06/24/2022	12:1+1	5 Weekly		300 Classroom	Speech/Language Therapy	09/01/2021	06/24/2022	Small Group (5:1)	1 Weekly		30	
		Amendment	Classified Preschool		Preschool		Special Class	09/01/2021	06/24/2022	12:1+1	5 Weekly		300 Classroom	Psychological Counseling Services	09/01/2021	06/24/2022	Individual	1 Weekly		30	
		Amendment	Classified Preschool		Preschool		Special Class	09/01/2021	06/24/2022	12:1+1	5 Weekly		300 Classroom	Speech/Language Therapy	09/01/2021	06/24/2022	Individual	2 Weekly		30	
		Amendment	Classified Preschool		Preschool		Special Class	09/01/2021	06/24/2022	12:1+1	5 Weekly		300 Classroom	Occupational Therapy	09/01/2021	06/24/2022	Individual	2 Weekly		30	
		Amendment	Classified Preschool		Preschool		Special Class	09/01/2021	06/24/2022	12:1+1	5 Weekly		300 Classroom	Physical Therapy	09/01/2021	06/24/2022	Individual	2 Weekly		30	
		Initial Eligibility Determination Meeting	Classified Preschool	07/20/2021	Preschool									Speech/Language Therapy	09/01/2021	06/24/2022	Individual	3 Weekly		30	

CR Doc Committee Responsible Sub Total: 10

Total Records: 10

Total Students: 3

Southwestern Fundraising PO Box 305140 Nashville, TN 37230-5140

DATE: 06/22/2021 NO. 4004593

Invoice No.	Invoice Date	Gross Amount	Discount	Net Amount
CK #3383477	06/22/2021	38.00	0.00	38.00
TOTALS		38.00	0.00	38.00

▼ REMOVE DOCUMENT ALONG THIS PERFORATION ▼

SOUTHWESTERN
FUNDRAISING

PO Box 305140 - Nashville, TN 37230-5140

Fraud Protected
by Positive Pay

Date: 06/22/2021 NO. 4004593

87-0938
0640

*****38.00**

*****38.00* USD

Pay ***THIRTY-EIGHT and ZERO cents***

To the
Order of *****
ROCKY POINT HS BOYS/GIRLS SOCCER***
ATTN PRINCIPAL
82 ROCKY PT YAPHANK RD
ROCKY POINT NY 11778-8422

TWO SIGNATURES REQUIRED FOR AMOUNTS EXCEEDING \$5,000.00

[Handwritten Signature]

MP

CAPSTAR BANK - Nashville, TN 37203

MP

DOCUMENT CONTAINS BLUE PANTOGRAPH & MICROPRINTING. BACK HAS THERMOCHROMIC INK & A WATERMARK. HOLD AT AN ANGLE TO VIEW. VOID IF NOT PRESENT.

**ROCKY POINT PTA DONATION OF PICNIC TABLES, 65" TELEVISION,
CHROMECAST AND MOUNTING HARDWARE**



Retail Business Services
 P.O. Box 7200
 Carlisle, PA 17013

CHECK NO: 008524437
 CHECK DATE: 06/07/2021
 CHECK AMOUNT: \$447.77

REMITTANCE DETAIL

Invoice Date	Dept	Loc#	Invoice/Ref#	PO #	Gross Amount	Discount Amount	Amount Paid
06/02/2021	COMPANY: EOTH	6930	AHOLD DELHAIZE USA A+ REWARDS	0	SUPPLIER: 447.77	708578 .00	447.77
Totals					447.77	.00	447.77

"THE ATTACHED CHECK IS TENDERED IN PAYMENT OF INVOICES SHOWN. IN CASE OF DISCREPANCY, PLEASE RETURN WITH FULL PARTICULARS TO THE ABOVE ADDRESS. PLEASE CONTACT THE AFS CUSTOMER SOLUTIONS CENTER AT 717-960-1700 IF YOU HAVE ADDITIONAL QUESTIONS."



PO BOX 7200
 CARLISLE, PA 17013

CHECK NUMBER 008524437
 CHECK DATE 06/07/2021
 52-153/112

TO THE
 ORDER OF

FRANK J CARASITI ELEMENTARY SCHOOL

*****447.77**

PAY

FOUR HUNDRED FORTY SEVEN DOLLARS & 77/100

Bank of America, N.A.
 South Portland, ME

Kiberly Adams
 (Sr. Vice President)



Retail Business Services

P.O. Box 7200
Carlisle, PA 17013

CHECK NO: 008524436
CHECK DATE: 06/07/2021
CHECK AMOUNT: \$803.40

REMITTANCE DETAIL

Invoice Date	Dept.	Loc#	Invoice/Ref#	PO #	Gross Amount	Discount Amount	Amount Paid
06/02/2021			COMPANY: AHOLD DELHAIZE USA EOTH 6930 A+ REWARDS		SUPPLIER: 803.40	708577 .00	803.40
Totals					803.40	.00	803.40

"THE ATTACHED CHECK IS TENDERED IN PAYMENT OF INVOICES SHOWN, IN CASE OF DESCREPNACY, PLEASE RETURN WITH FULL PARTICULARS TO THE ABOVE ADDRESS. PLEASE CONTACT THE AFS CUSTOMER SOLUTIONS CENTER AT 717-960-1700 IF YOU HAVE ADDITIONAL QUESTIONS."



PO BOX 7200
CARLISLE, PA 17013

CHECK NUMBER 008524436
CHECK DATE 06/07/2021
52-153/112

TO THE
ORDER OF

ROCKY POINT HIGH SCHOOL

PAY

EIGHT HUNDRED THREE DOLLARS & 40/100

*****803.40**

Bank of America, N.A.
South Portland, ME

(Sr. Vice President)



Dear School Principals and Coordinators:

Since Stop & Shop launched the A+ School Rewards Program in 2005, we are proud to have awarded millions of dollars to local schools to support important educational programs and initiatives. We are writing to inform you, however, that as of the end of the 2020-2021 school year, Stop & Shop will no longer be offering this program.

Instead, we are excited to share that we will be shifting our focus to growing our new *Stop & Shop School Food Pantry Program*. Stop & Shop has long been focused on fighting hunger in our communities, and our school pantry program was established in 2019 specifically to assist students in our communities facing food insecurity. More than one in five children lives in a food-insecure household within the U.S., according to the USDA. With more than 30 Stop & Shop school pantries established to date, we're working to ensure that students don't have to go to school hungry – and are nourished with healthy foods to help them perform their best.

In addition, here are a few other ways Stop & Shop will continue to support kids in our communities:

- Stop & Shop issues \$2M in Childhood Hunger Grants annually, which are awarded to food bank partners across the Northeast specifically to support initiatives for kids like backpack programs, mobile produce markets and additional school food pantries.
- Stop & Shop has raised and donated nearly \$100M million for pediatric cancer research and care through its annual Help Cure Childhood Cancer Campaign. The funding helps leading institutions Dana-Farber Cancer Institute as well as MSK Kids at Memorial Sloan Kettering Cancer Center push forward in the search for a cure.
- In 2020, with many kids on a remote learning model no longer able to rely on free or reduced meals at school, Stop & Shop donated more than 52,000 bags full of healthy snacks for back-to-school to help fuel inner city kids for success at home.

Again, thank you so much for taking time to support the A+ School Rewards Program and for positively impacting education in our community. We're looking forward to sharing more about the *Stop & Shop School Food Pantry Program* in the next few weeks, including information on eligibility requirements and how your school can apply.

Best regards,

The Stop & Shop A+ School Rewards Team

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O OHIOPYLE PRINTS, INC.
410 DINNERBELL RD
OHIOPYLE, PA 15470-1002

WESBANCO BANK, INC.
69-3/434

39168

7/30/2021

PAY TO THE ORDER OF Rocky Point Union Free School District

\$*19.46

Nineteen and 46/100*****

DOLLARS

PROTECTED AGAINST FRAUD

Rocky Point Union Free School District
362484003437
Greg Hilton
90 Rocky Point Yaphak Road
Rocky Point, NY 11778



VOID AFTER 90 DAYS

[Handwritten signature]

MP

© 2014 INTUIT INC. # 2127 1-800-433-8810



MEMO

Frequently Asked Questions

Who is Ohiopyle Prints, Inc.?

Ohiopyle Prints, Inc. (OP), established in 1981, is the leading manufacturer and supplier of school spirit wear to grocery and pharmacy retailers. It is our desire, as well as the desire of our retail partners, to help financially support schools in the neighborhoods in which we work and live.

Why should I sign this non-exclusive agreement?

A signed licensing agreement helps inform school administrators, faculty, clubs and organizations of the relationship between OP and your school as well as how the program works.

Most colleges have licensing agreements to ensure they receive all royalties due on products bearing their Marks and can take action on those who do not have rights to use their Marks. With a signed agreement, we will provide you with a listing of the retailers carrying your schools products we manufacture with your Marks in addition to the royalties we pay.

We believe the retail sales of school products will continue to grow and increase your need to have a signed agreement just like colleges.

How do you determine the royalty payment and how often do you pay?

The royalties are calculated on 7% of the wholesale cost invoiced to our retail partners in your area. We will report and make payment to your school 30 days after the end of each quarter.

Does cashing this check obligate our school to anything?

No. You can cancel the program at any time.

What can our school use this money for?

Royalty checks are a general fund and may be used any way your school sees fit.

Will our school continue to receive royalty payments from OP if we do not sign an agreement?

Yes, unless we are instructed otherwise, we will continue to sell products using your school Marks to local retailers and send a voluntary royalty payment to your school.

Does our school have to do anything once we sign the agreement?

No. OP does everything for you. We do the selling, manufacturing, shipping, billing and royalty payments.

Does signing an agreement affect our booster clubs?

No. The licensing agreement does not affect or prevent your school organizations or booster clubs from selling or distributing products.

Can our school and booster clubs buy direct from OP?

Yes! We encourage you to order direct from OP. We offer a wide variety of trendy, high quality products. Please call 1-800-365-7365 for information and pricing. No royalties are collected or paid on products sold direct to schools or booster clubs.

Are there any liability risks for our school because of a signed agreement with OP?

No. OP assumes all liability for their products that are sold to retailers. OP meets or exceeds all requirements set by the Consumer Products Safety Improvement Act (CPSIA) for Lead, Phthalates and other harmful substances.

What are school Marks?

'Marks' means all of your school's service Marks, school name, nickname, mascot and related designs, logo graphics and symbols.

Will our school retain the rights to our Marks if we sign an agreement?

Yes. By signing the licensing agreement you have given OP the permission to use your Marks but have not given us the rights to your Marks.

Can our school terminate the agreement with OP?

Yes. You can terminate this agreement at any time and for any reason. Upon written notification to OP, we will discontinue all manufacturing but shall retain the right to sell any remaining inventory.

How do I identify OP products in my local retailers?

As of 2019, we have updated our product branding to reflect our company name, Ohiopyle Prints Inc, and honor our heritage with a new logo worded "Ohiopyle 81". You may find product in retail locations from past years containing the trademarked name "MyTown Originals®". All of our products contain a UPC code beginning with 7-49145.



School Partnership Testimonials

"Thank you for your generous support in education. It is extraordinary when people like you take an active interest in the community."

-NEBO Education Foundation, Paysin High School, UT

"It is very rewarding to Lakewood High School to have businesses, such as yours, continually supporting the efforts of our teachers, staff and programs. A successful school is a school that has strong support and community involvement. We are very fortunate to have Ohiopyle Prints as one of our 'partners in education'."

-Lakewood High School, WA

"Thank you for making the recent donation to our school. We are pleased to see the success of your products in our area. Thank you as well for the Payment History Report. The report provided a wonderful summary of local sales."

-Hart Public Schools, MI

"Your contributions will help local students realize their dreams of furthering their educations. Without caring people like you, we would not be able to help the deserving, motivated young people in the Gettysburg area achieve their educational goals. Your contribution is greatly appreciated. Thank you so much for your generosity."

-Gettysburg Area Dollars for Scholars, Gettysburg High School, PA

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ROCKY POINT UNION FREE SCHOOL DISTRICT

SURPLUS TEXTBOOK DISPOSAL

SCHOOL: Rocky Point Middle School

DEPARTMENT: ELA

ADMINISTRATOR: M. Brooks

Title and Author	ISBN#	Copyright Date	Number to be Disposed of	Rationale
Holes by Louis Sachar	978-0374332655	2000	125	Outdated editions
The Great Fire by Jim Murphy	0590472674	1995	125	Outdated editions

ASSISTANT SUPERINTENDENT:

Susanne Crossin

DATE:

7/19/20

RPUFSD Excess August 2021

DESCRIPTION	MODEL #	SERIAL #	PROPERTY TAG	QUANTITY	REASON FOR DISPOSAL	LOCATION
HP Laserjet CP2025	CP2025	CNGS460776	N/A	1	Past Useful Life	JAE
Earthwalk Cart		40225	3586	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3587	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3588	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3602	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3589	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3590	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3607	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3594	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3595	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3606	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3599	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3596	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3600	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3601	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3593	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3603	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3604	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3592	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3591	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3611	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3608	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3609	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3610	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3612	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3597	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3605	1	Past Useful Life	JAE
Acer Windows Tablets		N/A	3598	1	Past Useful Life	JAE
HP Compaq computers		N/A	N/A	4	Past Useful Life	JAE
HP monitors		N/A	N/A	4	Past Useful Life	JAE
1 TV on cart w/vcr		N/A	N/A	1	Past Useful Life	JAE
small rca tv		N/A	N/A	1	Past Useful Life	JAE
Assorted Projector Bulbs		N/A	N/A	1	Past Useful Life	HS
Assorted old hard drives		N/A	N/A	1	Past Useful Life	HS
CPS Clicker Kits		N/A	N/A	1	Past Useful Life	HS
lexmark	e260dn	N/A	N/A	2	Past Useful Life	HS
dell	laptop	73DGQB1	4277	1	Past Useful Life	HS
overhead projector		N/A	N/A	1	Past Useful Life	HS
brother	intellifax2920	U61326A8N363656	N/A	1	Past Useful Life	HS
hp	laserjet	CNL1D00527	N/A	1	Past Useful Life	HS
asst monitors		N/A	N/A	3	Past Useful Life	HS
hp	laserjet201m	N/A	N/A	1	Past Useful Life	HS
Acer	Acer Veriton M4 Series	N/A	4664	1	Past Useful Life	HS
Acer	Acer Veriton M4 Series	N/A	N/A	3	Past Useful Life	HS
HP	laserjet	N/A	2489	1	Past Useful Life	HS
brother	intellifax 4100	U60298K5J354250	N/A	1	Past Useful Life	HS
nec	projector	VT695 8700554EK	N/A	1	Past Useful Life	HS
hp	Laptop	N/A	N/A	2	Past Useful Life	HS
dell	Laptop	dww7h52	4898	1	Past Useful Life	HS
dell		8vw7h52	4933	1	Past Useful Life	HS
hp	Laptop	CND0250ZHQ	N/A	1	Past Useful Life	HS
elinstruction	CPS Clickers	N/A	N/A	6	Past Useful Life	HS

ROCKY POINT PUBLIC SCHOOLS

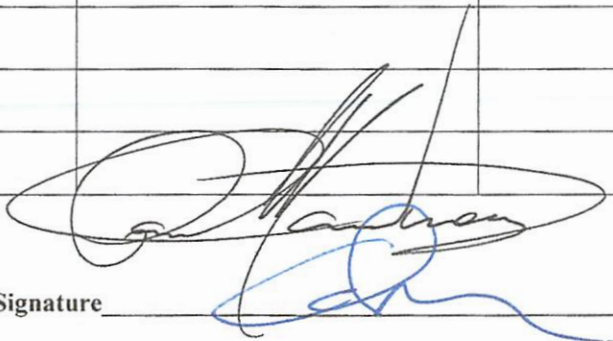
SURPLUS EQUIPMENT DISPOSAL

School: Middle School

Department: Library

Name: Paul Martinez

Description	Model#/Serial#	Property Tag #	Quantity	Reason for Disposal
MS Library Laminator	Multi-Seal 252 Ser # H5007961	002214	1	obsolete ✓



Assistant Superintendent Signature

Date: 8/2/14

ROCKY POINT PUBLIC SCHOOLS

SURPLUS EQUIPMENT DISPOSAL

School: Department: Child Nutrition Name: Maureen Branagan

Description	Model#/Serial#	Property Tag #	Quantity	Reason for Disposal
Metro Food Warmer	C175-HM2000	002819	1	End of it's useful life and cannot be repaired
Cres Cor Food Warmer	H137WUA12/AJG-K5057	000340	1	End of it's useful life and cannot be repaired
Cres Cor Food Warmer	Not Legible (unit is very old)	001470, 01726, 02270	1	End of it's useful life and cannot be repaired

Authorized Signature

Maureen Branagan
Chelle Hertz

Date: 7/20/21

ROCKY POINT PUBLIC SCHOOLS

SURPLUS EQUIPMENT DISPOSAL

School: DO South

Department: SP-ED

Name: Sue Artura

Description	Model#/Serial#	Property Tag #	Quantity	Reason for Disposal
Targus Versa iPad Case	Keyboard case		1	Broken
HP Laptop mini	5CD2194F24	3529	1	Broken
Lightspeed tower	RX 705 0710260236		1	Broken
Lightspeed tower	RX 705 101029-0105	4798 & 3453	1	Broken

Assistant Superintendent Signature 

Date: 7/2/21

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY

The District has developed and will amend, as appropriate, a written Code of Conduct for the Maintenance of Order on School Property, including school functions, which shall govern the conduct of students, teachers and other school personnel, as well as visitors. The Board of Education shall further provide for the enforcement of such Code of Conduct.

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

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

The Code of Conduct shall include, at a minimum, the following:

- a) Provisions regarding conduct, dress and language deemed appropriate and acceptable on school property and at school functions, and conduct, dress and language deemed unacceptable and inappropriate on school property; provisions regarding acceptable civil and respectful treatment of teachers, school administrators, other school personnel, students and visitors on school property and at school functions; the appropriate range of disciplinary measures which may be imposed for violation of such Code; and the roles of teachers, administrators, other school personnel, the Board of Education and parents/persons in parental relation to the student;
- b) Standards and procedures to assure security and safety of students and school personnel;
- c) Provisions for the removal from the classroom and from school property, including a school function, of students and other persons who violate the Code;
- d) Provisions prescribing the period for which a disruptive student may be removed from the classroom for each incident, provided that no such student shall return to the classroom until the Principal (or his/her designated School District administrator) makes a final determination pursuant to Education Law Section 3214(3-a)(c) or the period of removal expires, whichever is less;
- e) Disciplinary measures to be taken for incidents involving the possession or use of illegal substances or weapons, the use of physical force, vandalism, violation of another student's civil rights, harassment and threats of violence;

(Continued)

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)

- f) Provisions for detention, suspension and removal from the classroom of students, consistent with Education Law Section 3214 and other applicable federal, state and local laws, including provisions for school authorities to establish procedures to ensure the provision of continued educational programming and activities for students removed from the classroom, placed in detention, or suspended from school, which shall include alternative educational programs appropriate to individual student needs;
- g) Procedures by which violations are reported and determined, and the disciplinary measures imposed and carried out;
- h) Provisions ensuring the Code of Conduct and its enforcement are in compliance with state and federal laws relating to students with disabilities;
- i) Provisions setting forth the procedures by which local law enforcement agencies shall be notified of Code violations which constitute a crime;
- j) Provisions setting forth the circumstances under and procedures by which parents/persons in parental relation to the student shall be notified of Code violations;
- k) Provisions setting forth the circumstances under and procedures by which a complaint in criminal court, a juvenile delinquency petition or person in need of supervision ("PINS") petition will be filed;
- l) Circumstances under and procedures by which referral to appropriate human service agencies shall be made;
- m) A minimum suspension period for students who repeatedly are substantially disruptive of the educational process or substantially interfere with the teacher's authority over the classroom, provided that the suspending authority may reduce such period on a case-by-case basis to be consistent with any other state and federal law. For purposes of this requirement, as defined in Commissioner's Regulations, "repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom" shall mean engaging in conduct which results in the removal of the student from the classroom by teacher(s) pursuant to the provisions of Education Law Section 3214(3-a) and the provisions set forth in the Code of Conduct on four (4) or more occasions during a semester, or three or more occasions during a trimester, as applicable;
- n) A minimum suspension period for acts that would qualify the student to be defined as a violent student pursuant to Education Law Section 3214(2-a)(a). However, the suspending authority may reduce the suspension period on a case-by-case basis consistent with any other state and federal law;

(Continued)

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)

- o) A Bill of Rights and Responsibilities of Students which focuses upon positive student behavior, and which shall be publicized and explained to all students on an annual basis; and
- p) Guidelines and programs for in-service education programs for all District staff members to ensure effective implementation of school policy on school conduct and discipline.

The Code of Conduct has been adopted by the Board of Education only after at least one public hearing that provided for the participation of school personnel, parents/persons in parental relation, students, and any other interested parties. Copies of the Code of Conduct shall be disseminated pursuant to law and Commissioner's Regulations.

The District's Code of Conduct shall be reviewed on an annual basis, and updated as necessary in accordance with law. The School Board shall reapprove any updated Code of Conduct or adopt revisions only after at least one (1) public hearing that provides for the participation of school personnel, parents/persons in parental relation, students, and any other interested parties.

The District shall file a copy of its Code of Conduct and all amendments to the Code with the Commissioner of Education no later than thirty (30) days after their respective adoptions.

Privacy Rights

As part of any investigation, the District has the right to search all school property and equipment including District computers. Rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of staff and students, but the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

Education Law Sections 2801 and 3214
Family Court Act Articles 3 and 7
Vehicle and Traffic Law Section 142
8 New York Code of Rules and Regulations (NYCRR) Section 100.2(1)(2)

NOTE: Refer also to Policy #7310 -- School Conduct and Discipline
District Code of Conduct on School Property

Adoption Date 3/23/09
Revision Date
Review Dates 7/11/11, 7/11/13, 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/27/18, 8/26/19, 8/24/20, 8/23/21

SUBJECT: DISTRICT INVESTMENTS

Whenever the District has funds (including operating funds, reserve funds and proceeds of obligations) that exceed those necessary to meet current expenses, the Board of Education shall authorize the District Treasurer to invest such funds in accordance with all applicable laws and regulations and in conformity with the guidelines established by this policy.

Objectives

The objectives of this investment policy are as follow:

- a) Investments shall be made in a manner so as to safeguard the funds of the School District; and
- b) Bank deposits shall be made in a manner so as to safeguard the funds of the School District.
- c) Investments shall be sufficiently liquid so as to allow funds to be available as needed to meet the obligations of the School District.
- d) Funds shall be invested in such a way as to earn the maximum yield possible given the first three (3) investment objectives.

Authorization

The authority to deposit and invest funds is delegated to the District Treasurer. These functions shall be performed in accordance with the applicable sections of the General Municipal Law and the Local Finance Law of the State of New York.

The District Treasurer may invest funds in the following eligible investments:

- a) Obligations of the State of New York.
- b) Obligations of the United States Government or any obligations for which principal and interest are fully guaranteed by the United States Government.
- c) Time Deposit Accounts placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law. (Banking Law Section 237(2) prohibits a savings bank from accepting a deposit from a local government. This also applies to savings and loan associations.)

(Continued)

SUBJECT: DISTRICT INVESTMENTS (Cont'd.)

- d) Transaction accounts (demand deposits) both interest bearing and non-interest bearing that do not require notice of withdrawal placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law.
- e) Certificates of Deposits placed in a commercial bank authorized to do business in the State of New York providing the Certificates are collateralized as required by law.

Implementation

Using the policy as a framework, regulations and procedures shall be developed which reflect:

- a) A list of authorized investments;
- b) Procedures including a signed agreement to ensure the School District's financial interest in investments;
- c) Standards for written agreements consistent with legal requirements;
- d) Procedures for the monitoring, control, deposit and retention of investments and collateral which shall be done at least once a month;
- e) Standards for security agreements and custodial agreements consistent with legal requirements;
- f) Standards for diversification of investments with firms and banks with whom the School District transacts business

This policy shall be reviewed and re-adopted at least annually or whenever new investment legislation becomes law, as staff capabilities change, or whenever external or internal issues warrant modification.

Education Law Sections 1604-a, 1723(a), 2503(1) and 3652
General Municipal Law Section 39
Local Finance Law Section 165

Adoption Date 3/23/09
Revision Dates 8/29/11, 7/11/13
Review Dates 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/27/18, 8/26/19, 8/24/20, 8/23/21

SUBJECT: PURCHASING

The District's purchasing activities will be part of the responsibilities of the Business Office, under the general supervision of the Purchasing Agent designated by the Board of Education. The purchasing process should enhance school operations and educational programs through the procurement of goods and services deemed necessary to meet District needs.

Competitive Bids and Quotations

As required by law, the Superintendent will follow normal bidding procedures in all cases where needed quantities of like items will total the maximum level allowed by law during the fiscal year, (similarly for public works-construction, repair, etc.) and in such other cases that seem to be to the financial advantage of the School District.

A bid bond may be required if considered advisable.

No bid for supplies shall be accepted that does not conform to specifications furnished unless specifications are waived by Board action. Contracts shall be awarded to the lowest responsible bidder who meets specifications. However, the Board may choose to reject any bid.

Rules shall be developed by the administration for the competitive purchasing of goods and services.

The Superintendent may authorize purchases within the approved budget without bidding if required by emergencies and are legally permitted.

The Superintendent is authorized to enter into cooperative bidding for various needs of the School District.

Request for Proposal Process for the Independent Auditor

In accordance with law, no audit engagement shall be for a term longer than five (5) consecutive years. The District may, however, permit an independent auditor engaged under an existing contract for such services to submit a proposal for such services in response to a request for competitive proposals or be awarded a contract to provide such services under a request for proposal process.

Procurement of Goods and Services

The Board of Education recognizes its responsibility to ensure the development of procedures for the procurement of goods and services not required by law to be made pursuant to competitive bidding requirements. These goods and services must be procured in a manner so as to:

- a) Assure the prudent and economical use of public moneys in the best interest of the taxpayer;

(Continued)

SUBJECT: PURCHASING (Cont'd.)

- b) Facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances; and
- c) Guard against favoritism, improvidence, extravagance, fraud and corruption.

These procedures shall contain, at a minimum, provisions which:

- a) Prescribe a process for determining whether a procurement of goods and services is subject to competitive bidding and if it is not, documenting the basis for such determination;
- b) With certain exceptions (purchases pursuant to General Municipal Law, Article 5-A; State Finance Law, Section 162; State Correction Law, Section 184; or those circumstances or types of procurements set forth in (f) of this section), provide that alternative proposals or quotations for goods and services shall be secured by use of written request for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of General Municipal Law Section 104-b;
- c) Set forth when each method of procurement will be utilized;
- d) Require adequate documentation of actions taken with each method of procurement;
- e) Require justification and documentation of any contract awarded to other than the lowest responsible dollar offer, stating the reasons;
- f) Set forth any circumstances when, or the types of procurement for which, the solicitation of alternative proposals or quotations will not be in the best interest of the District; and
- g) Identify the individual or individuals responsible for purchasing and their respective titles. Such information shall be updated biennially.

Any unintentional failure to fully comply with these provisions shall not be grounds to void action taken or give rise to a cause of action against the District or any District employee.

The Board of Education shall solicit comments concerning the District's policies and procedures from those employees involved in the procurement process. All policies and procedures regarding the procurement of goods and services shall be reviewed annually by the Board.

Best Value

Effective January 27, 2012, General Municipal Law (GML) Section 103 was amended to permit a school district or BOCES to award purchase contracts in excess of twenty thousand dollars (\$20,000) on the basis of "best value", rather than on the basis of the lowest responsible bid. The Board of Education must adopt a resolution at a public meeting authorizing the award of bids based on "best

(Continued)

Adoption Date 3/23/09

Revision Dates 8/29/11, 7/11/13, 8/27/18

Review Dates 7/12/12, 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/26/19, 8/24/20, 8/23/21

SUBJECT: PURCHASING (Cont'd.)

value." The Board of Education may also approve "best value" bid award recommendations on an individual bid basis at a scheduled public meeting. A best value award is one that optimizes quality, cost and efficiency, typically applies to complex services and technology contracts and is quantifiable whenever possible.

"Piggybacking" Law - Exception to Competitive Bidding

On August 1, 2012, General Municipal Law (GML) Section 103 was amended to allow school districts to purchase certain goods and services (apparatus, materials, equipment and supplies) through the use of contracts let by the United States or any agency thereof, any state, and any county, political subdivision or district of any state. The amendment authorizes school districts and BOCES to "piggyback" on contracts let by outside governmental agencies in a manner that constitutes competitive bidding "consistent with state law."

This "piggybacking" is permitted on contracts issued by other governmental entities, provided that the original contract:

- a) Has been let by the United States or any agency thereof, any state (including New York State) or any other political subdivision or district therein;
- b) Was made available for use by other governmental entities and agreeable with the contract holder; and
- c) Was let in a manner that constitutes competitive bidding consistent with New York State law and is not in conflict with other New York State laws.

The "piggybacking" amendment and the "best value" amendment may not be combined to authorize a municipality to "piggyback" onto a cooperative contract which was awarded on the basis of "best value." In other words, while a school district or BOCES may authorize the award of contracts on the basis of "best value", it may not "piggyback" onto a purchasing contract awarded by another agency on the basis of "best value."

Alternative Formats for Instructional Materials

Preference in the purchase of instructional materials will be given to vendors who agree to provide materials in a usable alternative format (i.e., any medium or format, other than a traditional print textbook, for presentation of instructional materials that is needed as an accommodation for each student with a disability, including students requiring Section 504 Accommodation Plans, enrolled in the School District). Alternative formats include, but are not limited to, Braille, large print, open and closed captioned, audio, or an electronic file in an approved format as defined in Commissioner's Regulations.

(Continued)

SUBJECT: PURCHASING (Cont'd.)

As required by federal law and New York State Regulations, the District has adopted the National Instructional Materials Accessibility Standard (NIMAS) to ensure that curriculum materials are available in a usable alternative format for students with disabilities. Each school district has the option of participating in the National Instructional Materials Access Center (NIMAC). Whether a district does or does not participate in NIMAC, the district will be responsible to ensure that each student who requires instructional materials in an alternate format will receive it in a timely manner and in a format that meets NIMAS standards. The New York State Education Department (NYSED) recommends that school districts choose to participate in NIMAC, because this national effort to centralize the distribution of instructional materials in alternate formats will help guarantee timely provision of such materials to students.

For school districts, Boards of Cooperative Educational Services (BOCES), State-operated schools, State-supported schools and approved private schools that choose to participate in NIMAC, **contracts with publishers executed on and after December 3, 2006** for textbooks and other printed core materials *must* include a provision that requires the publisher to produce NIMAS files and send them to the NIMAC (this will not add any cost to the contract).

For more information regarding NIMAC including model contract language, Steps for Coordinating with NIMAC and an IDEA Part B Assurances Application, see website: <http://www.vesid.nysed.gov/specialed/publications/persprep/NIMAS.pdf>

Geographic Preference in Procuring Local Agricultural Products

Schools participating in Child Nutrition Programs such as the National School Lunch Program, School Breakfast Program and/or Special Milk Program are encouraged to purchase unprocessed locally grown and locally raised agricultural products. A School District may apply an optional geographic preference in the procurement of such products by defining the local area where this option will be applied. The intent of this preference is to supply wholesome unprocessed agricultural products that are fresh and delivered close to the source.

A geographic preference established for a specific area adds additional points or credits to bids received in response to a solicitation, but does not provide a set-aside for bidders located in a specific area, nor does it preclude a bidder from outside a specified geographic area from competing for and possibly being awarded a specific contract.

Computer Software Purchases

Software programs designated for use by students in conjunction with computers of the District shall meet the following criteria:

- a) A computer program which a student is required to use as a learning aid in a particular class; and

(Continued)

SUBJECT: PURCHASING (Cont'd.)

- b) Any content-based instructional materials in an electronic format that are aligned with State Standards which are accessed or delivered through the internet and based on a subscription model. Such electronic format materials may include a variety of media assets and learning tools including video, audio, images, teacher guides, and student access capabilities as such terms are defined in Commissioner's Regulations.

Environmentally Sensitive Cleaning and Maintenance Products

In accordance with Commissioner's Regulations, State Finance Law and Education Law, effective with the 2006-2007 school year, the District shall follow guidelines, specifications and sample lists when purchasing cleaning and maintenance products for use in its facilities. Such facilities include any building or facility used for instructional purposes and the surrounding grounds or other sites used for playgrounds, athletics or other instruction.

Environmentally sensitive cleaning and maintenance products are those which minimize adverse impacts on health and the environment. Such products reduce as much as possible exposures of children and school staff to potentially harmful chemicals and substances used in the cleaning and maintenance of school facilities. The District shall identify and procure environmentally sensitive cleaning and maintenance products which are available in the form, function and utility generally used. Coordinated procurement of such products as specified by the Office of General Services (OGS) may be done through central state purchasing contracts to ensure that the District can procure these products on a competitive basis.

The District shall notify their personnel of the availability of such guidelines, specifications and sample product lists.

Non-Competitive Bidding Purchases

The Board's internal policies and procedures governing procurement of apparel or sports equipment, where such procurement is not required to be made pursuant to competitive bidding requirements, shall prohibit the purchase of apparel or sports equipment, from any vendor based upon either or both of the following considerations:

- a) The labor standards applicable to the manufacture of the apparel or sports equipment including, but not limited to, employee compensation, working conditions, employee rights to form unions, and the use of child labor; or
- b) The bidder's failure to provide information sufficient for the Board of Education to determine the labor standards applicable to the manufacture of the apparel or sports equipment.

(Continued)

SUBJECT: PURCHASING (Cont'd.)

Contracts for Goods, Services and Public Works

No contracts for goods and services shall be made by individuals or organizations in the school that involve expenditures without first securing approval for such contract from the Purchasing Agent.

No Board member or employee of the School District shall have an interest in any contract entered into by the Board or the School District.

Per General Municipal Law Section 103(5), upon the adoption of a resolution by a vote of at least three-fifths (3/5) of all Board members stating that for reasons of efficiency or economy there is need for standardization, purchase contracts for a particular type or kind of equipment, materials or supplies of more than twenty thousand (\$20,000) dollars may be awarded by the Board to the lowest responsible bidder furnishing the required security after advertisement for sealed bids in the manner provided in law. In addition, the Board is required to award all contracts for public works in excess of thirty-five thousand dollars (\$35,000) to the lowest responsible bidder after advertising for public sealed bids.

7 CFR 210.21, 215.14(a) and 220.16

20 USC Section 1474(e)(3)(B)

Education Law Sections 305(14), 409-I, 701, 751(2)(b), 1604, 1709, 1950, 2503, 2554 and 3602

General Municipal Law Articles 5-A, 18 and Section 103

State Finance Law Sections 162 and 163-b

8 NYCRR Sections 155, 170.2, 200.2(b)(10), 200.2(c)(2) and 200.2(i)

NOTE: Refer also to Policy #5660 -- Meal Charging and Prohibition Against Meal Shaming

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 will be designed to prevent or minimize the effects of serious violent incidents and emergencies and to facilitate the coordination of schools and the District with local and county resources in the event of these incidents or emergencies.

These plans will be reviewed by the appropriate team on at least an annual basis and updated as needed by September 1. Specifically, the Board will make the District-wide school safety plan available for public comment at least 30 days prior to its adoption. The District-wide school safety plans may only be adopted by the Board after at least one public hearing that provides for the participation of school personnel, parents, students, and any other interested parties. Additionally, the District-wide school safety plan will designate the Superintendent or designee as the chief emergency officer responsible for coordinating communication between school staff and law enforcement and first responders, and for ensuring staff understanding of this plan. Similarly, the Superintendent will be responsible for ensuring the completion and yearly updating of building-level emergency response plans.

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 School District that addresses prevention and intervention strategies, 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* shall be developed by the District-wide school safety team appointed by the Board of Education. The District-wide team shall include, but not be limited to, representatives of the School Board, student, teacher, administrator, and parent organizations, school safety personnel and other school personnel.

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

Building-Level School Safety Plans

Building-level school safety plan means a building-specific school emergency response plan, or a component part of the district-wide safety plan, that addresses prevention and intervention strategies, 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).

(Continued)

SUBJECT: SCHOOL SAFETY PLANS (Cont'd.)

The building-level plan shall be developed in accordance with the guidelines contained with the District safety plan and in compliance with applicable regulations and law.

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

Training Requirement

The District will submit certification to the New York State Education Department that all District and school staff have received annual training on the emergency response plan, and that this training included components on violence prevention and mental health. New employees hired after the start of the school year will receive training within 30 days of hire, or as part of the District's existing new hire training program, whichever is sooner.

Filing/Disclosure Requirements

The District shall file a copy of its comprehensive District-wide school safety plan and any amendments thereto with the Commissioner of Education in accordance with the procedure for same, as promulgated by the Commissioner of Education. Building-level emergency response plans shall be confidential and shall **not** be subject to disclosure under the Freedom of Information Law or any other provision of law.

Homeland Security Presidential Directives - HSPD-5, HSPD-8
Homeland Security Act of 2002, 6 United States Code (USC) Section 101
Education Law §§ 807, 2801-a
Public Officers Law Article 6
8 New York Code of Rules and Regulations (NYCRR) Section 155.17

Adoption Date 3/23/09

Revision Dates 8/29/11, 7/11/13

Review Dates 07/12/12, 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/27/18, 6/17/19, 8/24/20, 8/23/21

SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE ATTENDANCE PLAN

Objectives

Attendance is a critical factor in school success for students. Studies have shown that consistent school attendance, academic success, and school completion have a positive correlation. The educational process requires continuity of instruction and students need to experience classroom discussions, debate, and independent study in order to increase achievement. The purpose of Rocky Point School District's Attendance policy is to ensure the maintenance of an adequate record of verifying the attendance of all children during days of instruction and to establish a mechanism by which the patterns of pupil absence can be examined to develop effective intervention strategies. This procedure will permit each school to know the whereabouts of every student for safety and school management reasons and will help students succeed at meeting the New York State learning standards.

School attendance is both a right and responsibility in New York State. Children have the right to attend school between the ages of 5 and 21. Parents are expected to make sure that their children attend school on a regular basis. To implement a successful attendance policy, the District needs the cooperation of all members of the educational community, including parents, students, teachers, administrators, and support staff. Through the implementation of this policy the District expects to reduce the current level of unexcused absences, lateness, and early dismissals.

Strategies Employed to Accomplish Objectives

Rocky Point School District will employ the following strategies to ensure the effectiveness of this attendance policy.

Increase awareness of policy among students by:

- a) Including a copy in the student agenda book for 6th through 12th grade students.
- b) Request signatures from students in grades 6 through 12 indicating that they have read and understand the goals and consequences established for them in the District's Attendance Policy.
- c) Including a copy of policy on the district's Web site. (www.rockypointschools.org)

(Continued)

SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE ATTENDANCE PLAN (Cont'd.)

Increase awareness of policy among parents by:

- a) Including a summary of the policy with the mailing/ConnectEd inviting parents to Open School Night.
- b) Request a parent signature on policy indicating that they have read and understand what is expected of his/her child.
- c) Including a summary of attendance requirements in the school district's calendar.
- d) Reminding them of attendance requirements when daily phone calls are made to verify student absence.
- e) Including a copy of policy on the district's Web site. (www.rockypointschools.org)

General Procedures

Each absence, late, and early dismissal will be recorded as excused or unexcused along with a code noting specific reason for absence. Excused absences are defined as: an absence due to personal illness, illness or death in the family, religious observance, quarantine, required court appearances, approved college visits, approved cooperative work programs, or military obligations. All other absences, lateness, or early dismissals will be considered unexcused.

On the secondary level, grades 6 through 12, attendance will be taken during each class period and compiled in a central location within each school. A designated staff member responsible for attendance will cross reference class absence with daily absentee list. A mechanism for transferring classroom attendance data to the building level has been developed.

On the elementary level (grades K through 5), attendance will be taken on a subject by subject basis (ELA/Math/Social Studies/Science) during each assigned period.

Any absence, lateness, or early dismissal must be accounted for. It is the parents' responsibility to notify the school within 24 hours of the absence AND to provide a written excuse upon the student's return to school. The written note should include student's name, date of absence, reason for the absence, and parent's signature. This note should be brought to the main office when he/she returns to school. Each day a child is absent a phone call from the parent is requested; however, all absences will be recorded as unexcused until a written note is received. At the secondary level it is the student's responsibility to provide documentation for all in-school appointments that will prevent a student from attending class prior to dismissal from class.

(Continued)

SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE ATTENDANCE PLAN (Cont'd.)

Parents will be notified if their child is absent, late, or departs early from school. Students in grades 9 through 12, who enter school late with an unexcused reason, will be assigned after school detention. When a student is out of school for ten or more consecutive days or is hospitalized for any period of time, the parent or guardian must contact the health office prior to the student returning to school to set up a re-entry interview.

Minimum Attendance Requirements for 9th through 12th Grade Students

The high school attendance requirement states, in part, that to be granted academic credit for any course, a student must earn a passing grade in the course and attend each class a minimum of eighty five percent (85%) of the time.

Students will not receive course credit if absent more than:

- Full-year course 28 days
- Full-year alternating day course 14 days
- Half-year course 14 days

In each course, when a student exceeds the maximum number of absences, this student's work will no longer be evaluated. A notation of "no grade" for all subsequent reporting periods and exams will be entered on the report card. Students who have failed to meet the attendance requirements will be denied academic credit but will be responsible to complete course assignments while they audit the course. If a student is eligible to take a Regents examination, pursuant to Commissioner's Regulations, the score will be noted on the student's permanent record.

Applicability

- a) This policy shall apply to students in grades 9 through 12 and for accelerated 8th grade students enrolled in courses where they earn high school credit.
- b) This policy shall apply to each course independently.
- c) This policy shall apply to students with a handicapping condition unless otherwise noted in their individualized educational program or 504 plan.
- d) Students attending classes at other facilities, such as a BOCES center, shall be subject to the attendance policies at those other facilities. In addition, this policy shall apply for the portion of the students' program for which they are enrolled at Rocky Point High School.
- e) New students to the high school, who enroll after the first semester, shall be entitled to half the number of allowable absences for each scheduled course.
- f) Students who transfer from one class to another during the school year will have their class attendance transfer to the new class.

(Continued)

**SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE
ATTENDANCE PLAN (Cont'd.)**

Absences

- a) All absences from class will be covered by this policy. No distinction will be made between the classification of excused or unexcused when determining the total number of days absent from each course.
- b) Students shall not be considered absent when they are authorized by school officials to be somewhere other than in their regularly scheduled class. For example, if school personnel expect a student to report elsewhere during their regularly scheduled class time for such activities as meetings, conferences with school personnel, testing, physical exams, music lessons, or field trips, the student shall not be considered absent. It is the responsibility of the student and/or the designated staff member to provide the teacher with written documentation to attend these sessions before they are permitted to leave the class.
- c) Absences resulting from the student being assigned to the alternative learning program will not count as a class absence. Absences resulting from a student assigned to out-of-school suspension will not count as an absence.
- d) Students who, for any reason, are removed from the Regular Attendance Register and placed on Homebound Instruction shall not be considered absent from their regular classes during that time.

Notification Sequence

The following refers to the notification process pertaining to the number of absences in a single course. A student may be notified several different times if excessive absences exist in more than one class.

- a) As soon as possible after the fourteenth, twenty-first, and twenty-eighth absence from a full year course, the high school administration shall send written notification to the student's parent(s) and guidance counselor. The letters shall notify the parent(s) as follows:
 - After the 14th absence: The student has been absent half the number of maximum absences and may lose credit if absences continue.
 - After the 21st absence: The student has only seven absences remaining and will lose credit if absences exceed the limit.
 - After the 28th absence: The student will not receive credit due to excessive absenteeism.
- b) Similarly, as soon as possible after the sixth, tenth, and fourteenth absence from a half-year course, or a full-year alternating day course, the high school administration shall send written notification to the student's parent(s) and guidance counselor. The letters shall notify the parent(s) as follow:

(Continued)

**SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE
ATTENDANCE PLAN (Cont'd.)**

After the 6th absence:	The student has been absent nearly half the number of maximum absences and may lose credit if absences continue.
After the 10th absence:	The student has only four absences remaining and will lose credit if absences exceed the limit.
After the 14th absence:	The student will not receive credit due to excessive absenteeism.

In every letter to a student's parent(s), a request will be made for the parent to meet with the child's counselor. A phone call from the child's guidance counselor will follow this request. The impact of excessive absences on the student's education, possible intervention strategies to eliminate the problem, and the consequences associated with the student's absenteeism will be discussed. If contact between the parent(s) and the school is not made, the school may contact outside agencies for additional support in addressing the attendance problem. The parent(s) will have an opportunity to confer with the school staff; however, a conference with the parent(s) is not a prerequisite to denying academic credit to a student who has failed to meet the attendance requirements. The prime responsibility for the student's attendance in class rests with the student.

Appeals Process

For extenuating circumstances only, a parent has the right to file a written appeal for review by the appeals committee. The appeals committee will consist of an administrator, one counselor, and one teacher. The written appeal, including all supporting documentation, must be received by the Building Principal within ten (10) days of the date of the loss of credit letter. The committee will then rule on whether the student will continue as a regular student in the class or be placed on audit. The final decision will rest with the Principal. Any further absence during the appeals process may result in dismissal of appeal and loss of credit.

Minimum Attendance Requirements for 6th-8th Grade Students

The Middle School attendance requirement is consistent with the District's Attendance Policy. All students must attend each class a minimum of eighty-five percent (85%) of the time. This shall apply to all students in grades 6 through 8, unless otherwise stated on a classified student's individual educational plan or 504 plan. Eighth grade students taking courses for high school credit must maintain the minimum attendance requirements for students in grades 9 through 12. The High School definition of absences applies for all Middle School students.

Notification Sequence and Consequences

After 5th absence: Main office notification letter home.

(Continued)

**SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE
ATTENDANCE PLAN (Cont'd.)**

- After 10th absence: Letter and phone call requesting parental meeting with guidance counselor and student.
- After 15th absence: Letter and phone call requiring parental meeting with Assistant Principal.
- After 20th absence: Require meeting with Principal.
Require medical documentation.
PINS consideration and/or outside agency consideration.
- After 25th absence: Require meeting with Principal.
PINS if no medical documentation is provided.
Outside agency contacted if no medical documentation provided.
- After 28th absence: PINS and outside agency may be contacted.
Principal's decision on retention regardless of academic standing.

Minimum Attendance Requirement for Pre-K through 5th Grade Students

The Elementary Schools' attendance requirement is consistent with the District's Attendance Policy. All students must attend class a minimum of eighty-five percent (85%) of the time. This shall apply to all students in grades Pre-K through 5. The school staff will discuss the importance of school attendance and offer assistance to parents and guardians of students who are excessively absent.

Notification Sequence

- a) As soon as possible after the tenth day of absence and/or tardiness, the school administration shall send written notification of the number of absences to the student's parent(s) or guardian(s) reminding them of the importance of regular attendance.
- b) As soon as possible after the twentieth day of absence and/or tardiness, the school administration shall send written notification of the number of absences to the student's parent(s) or guardian(s) expressing concern about the impact of excessive absences on the student's education. (*request a conference*)
- c) As soon as possible after the twenty-fifth day of absence and/or tardiness, the school administration shall arrange for a conference with the parent(s) or guardian(s) and shall consider contacting outside agencies to protect the interest of the child.

(Continued)

SUBJECT: ROCKY POINT SCHOOL DISTRICT'S COMPREHENSIVE ATTENDANCE PLAN (Cont'd.)

Consequences of Excessive Absenteeism at the Elementary Level

- a) A doctor's note may be required.
- b) A child must demonstrate competence for promotion to next grade level by performance on district's standardized tests.
- c) Referrals will be made to outside agencies for additional support towards attendance problem.

Incentives and Consequences for Attendance Patterns

Each school, where administration deems appropriate, may use the following list of incentives to encourage good attendance.

- a) Community donated gifts are given or raffled to students who meet attendance standards.
- b) Students who meet the attendance standard can eat in a special area or with a special person in the school.
- c) Field trip arranged for students who meet the attendance standards.
- d) Participation in extra curricula activities for students who meet attendance standards.
- e) Recognition award for one hundred percent (100%) attendance each term.
- f) Students with perfect attendance selected to park in choice locations.
- g) Attendance record used when considering issuance of working papers.

Each school, where the administration deems appropriate, may use the following list of sanctions to discourage poor attendance.

- a) Loss of the right to play sports.
- b) Loss of the right to participate in extra-curricula activities.
- c) Loss of the right to attend school-related trips.
- d) Loss of parking privileges.
- e) Revocation of student's employment permit.
- f) Attendance at meeting with parents, administration and counselor to discuss impact of excessive absences.
- g) Repetition of course or grade level due to excessive absences.

Adoption Date 3/23/09

Revision Dates 7/12/12, 7/11/13

Review Dates 8/25/14, 8/31/15, 8/29/16, 8/28/17, 8/27/18, 8/26/19, 8/24/20, 8/23/21

SUBJECT: ~~PROFESSIONAL CERTIFICATION: 175 HOURS OF PROFESSIONAL DEVELOPMENT REQUIREMENT~~ REGISTRATION AND PROFESSIONAL LEARNING

Registration

All employees who are certificate holders must register with the State Education Department (SED) every five years through the TEACH system. An employee is a certificate holder if they hold a permanent or professional certificate in the classroom teaching service, a permanent or professional certificate in the educational leadership service (i.e., school building leader, school district leader, or school district business leader), or a Level III Teaching Assistant certificate. Only registered employees may teach or supervise in the District.

Employees who were certificate holders prior to July 1, 2016 had to apply for initial registration during the 2016-2017 school year and each subsequent five-year period thereafter.

Any individual who is issued a new certificate is automatically registered with SED. These certificate holders must renew their registration every five years during their birth month.

Any certificate holder who fails to register by the beginning of the appropriate registration period may be subject to late filing penalties.

Certificate holders must notify SED of any change of name or mailing address within 30 days of such change through the TEACH system. Any certificate holder who willfully fails to inform SED of changes to their name and/or address within 180 days of such change may be subject to moral character review.

Continuing Teacher and Leader Education (CTLE) Credit Hours

All continuing teacher and leader education certificate holders (CTLE certificate holders) must successfully complete a minimum of 100 hours of acceptable CTLE hours during each five-year registration period to maintain a valid certificate. An employee is a CTLE certificate holder if they holds a professional certificate in the classroom teaching service, a professional certificate in educational leadership service, or a Level III Teaching Assistant certificate. This requirement may be completed at any time over the course of a five-year period. Credit hours cannot carry over to subsequent registration periods.

SED sets high standards for courses, programs, and activities that qualify for CTLE credit, and it must approve all CTLE sponsors. Generally, acceptable CTLE will be in the content area of any certificate title held by an individual or in pedagogy.

The District will describe opportunities for teachers and administrators to engage in CTLE in its Professional Learning Plan. The District will annually certify, in a format and on a timetable prescribed by the Commissioner of Education, that the requirements to have a professional learning plan for the succeeding school year have been met and that it has complied with the professional learning plan for the current school year.

(Continued)

SUBJECT: ~~PROFESSIONAL CERTIFICATION: 175 HOURS OF PROFESSIONAL DEVELOPMENT REQUIREMENT~~ REGISTRATION AND PROFESSIONAL LEARNING (Continued)

The District will provide CTLE opportunities that are designed to improve the teacher or leader's pedagogical and/or leadership skills and are targeted at improving student performance, among other things. A peer-review teacher or principal acting as an independent trained evaluator who conducts a classroom observation as part of a teacher evaluation under relevant sections of the Education Law may apply the observation time to fulfilling CTLE requirements. Time spent mentoring may also be counted toward required CTLE credit hours.

Language Acquisition CTLE and Exemption

Employees holding an English to speakers of other languages (all grades) certificate or a bilingual extension are required to complete a minimum of 50% of the required CTLE hours in language acquisition aligned with the core content area of instruction taught, including a focus on best practices for co-teaching strategies, and integrating language and content instruction for English Language Learner (ELL) students. All other certificate holders must complete a minimum of 15% of the required CTLE hours dedicated to language acquisition addressing the needs of ELLs, including a focus on best practices for co-teaching strategies and integrating language and content instruction for ELLs. A minimum of 15% of the required CTLE hours for employees holding a Level III Teaching Assistant certificate will be dedicated to language acquisition addressing the needs of ELLs and integrating language and content instruction for ELLs.

Employees holding school district business leader certificates are exempt from the language acquisition CTLE requirements for each year that they are employed in the District. Instead, they must complete a minimum of 15% of the required CTLE hours dedicated to the needs of ELLs and federal, state, and local mandates for ELLs.

Employees may be eligible for a waiver of language acquisition CTLE requirements. Each school year when there are fewer than 30 ELLs-enrolled in the District or ELLs make up less than 5% of the total student population, the District may obtain an exemption. If the District obtains this exemption, employees would be exempt from the language acquisition CTLE requirement for each year that they are employed in the District.

CTLE Adjustments

The Commissioner may adjust an employee's number of CTLE hours and/or time to complete them due to poor health, as certified by a health-care provider; extended active duty in the Armed Forces; or other acceptable good cause.

Any employee holding a certificate in the classroom teaching service who obtains certification from the National Board for Professional Teaching Standards will be considered CTLE-compliant for the registration period in which they obtains this certification. However, the employee must still meet any language acquisition requirements.

(Continued)

SUBJECT: ~~PROFESSIONAL CERTIFICATION: 175 HOURS OF PROFESSIONAL DEVELOPMENT REQUIREMENT~~ REGISTRATION AND PROFESSIONAL LEARNING (Continued)

Recordkeeping and Reporting Requirements

Employees must maintain a record of completed CTLE hours for at least three years from the end of the applicable registration period. The record must include the title of the program, the total number of hours completed, the number of hours completed in language acquisition addressing the need of ELLs, the sponsor's name, any identifying number, attendance verification, and the date and location of the program.

The District will maintain a record of any professional learning it conducts or provides for educators for at least seven years from the date of completion. These records will be available for review by SED.

Education Law §§ 3006, 3006-a, and 3012-d
8 NYCRR Subpart 80-6
8 NYCRR §§ 100.2(dd) and 154-2.3(k)

~~All District employees who hold professional teaching certificates for classroom teaching are required to complete professional development hours to maintain the validity of their certificates. Professional certificate holders must complete 175 hours every five (5) years. The five year professional development period commences on July 1 after the effective date of the triggering certificate, and each subsequent five year period thereafter. Each professional development year of the five year cycle of professional development begins on July 1 and ends the following June 30. The professional development requirement may be completed at any time during the five year professional development period.~~

~~Decisions regarding content, delivery and providers of such professional development are within the purview of the School District and shall be made within the context of the District Professional Development Plan. The Professional Development Plan shall describe how the School District will provide teachers it employs holding a professional certificate with opportunities to maintain such certificates in good standing based upon successfully completing 175 hours of professional development every five (5) years in accordance with Commissioner's Regulations.~~

~~— If the professional certificate holder wishes to maintain the validity of his/her New York State professional certificate, he/she must satisfy the professional development requirement. If the certificate holder teaches less than ninety (90) days in a given school year for any reason, including an approved leave, the required hours are reduced by ten percent (10%) for each school year during which this is the case.~~

District Recordkeeping Responsibilities

~~— If the School District provides professional development to teachers in its schools, or professional development is provided by other entities on behalf of the District, the District must maintain a record of professional development completed by its teachers who are required to complete~~

~~this requirement. Such records shall include those items enumerated in Commissioner's Regulations Section 100.2(dd)(5):~~

- ~~a) The name of the professional certificate holder;~~
- ~~b) His/her teacher certification identification number;~~
- ~~c) The title of the program;~~
- ~~d) The number of hours completed; and~~
- ~~e) The date and location of the program.~~

~~These records shall be retained by the District for at least seven (7) years from the date of completion of the professional development by the professional certificate holder and shall be available for review by the State Education Department (SED).~~

District Reporting Responsibilities

~~Annually, the School District must report to the New York State Education Department (SED) Office of Higher Education's Office of Teaching Initiatives (OTI) the number of all approved professional development hours completed by each teacher who is employed by the District and subject to the professional development requirement, regardless of the professional development provider.~~

~~All hours of completed professional development reported by Districts will become part of the certificate holder's certification record maintained by OTI. Teachers with professional certificates must complete the required number of hours of professional development every five (5) years for their certificates to remain valid.~~

~~The School District is required to report professional development hours for its employees online directly via the Web-based computer system TEACH (Teacher Education and Certification Help).~~

Certificate Holder Responsibilities

~~All professional certificate holders must keep records of all of their approved professional development activities/programs/coursework, regardless of the provider, for at least seven (7) years from the date of completion of the program and shall be available for review by SED. Such records shall include those items enumerated in Commissioner's Regulations Section 80 3.6(f):~~

- ~~a) The title of the program;~~
- ~~b) The number of hours completed;~~
- ~~c) The sponsor's name and any identifying number;~~
- ~~d) Attendance verification; and~~
- ~~e) The date and location of the program.~~

~~While it is the responsibility of the District to report hours, it is in the interest of every professional certificate holder to verify that their professional development hours are reported and that their individual record is complete. It is recommended that professional certificate holders develop their personal professional development plan in consultation with the District, and obtain District approval before commencing any professional development activities.~~

~~8 New York Code of Rules and Regulations (NYCRR) Subpart 80 3 and Section 100.2(dd)~~

~~NOTE: Refer also to Policy #6160 Professional Growth/Staff Development~~

SUBJECT: SMOKING, ~~TOBACCO USE,~~ AND CANNABIS (MARIJUANA) USE**School Grounds**

~~Tobacco use will not be permitted and no person will use tobacco in any form on~~ **The following actions are prohibited on school grounds and at school functions: vaping, using tobacco products; and/or using or ingesting any form of cannabis.**

Smoking and vaping are prohibited ~~or~~ within 100 feet of the entrances, exits, or outdoor areas of any public or private elementary or secondary schools. However, this **prohibition** does not apply to smoking **or vaping** in a residence, or within the real property boundary lines of residential real property. ~~For purposes of this policy, "school grounds" means any building, structure, and surrounding outdoor grounds, including entrances or exits, contained within the District's preschool, nursery school, elementary or secondary school's legally defined property boundaries as registered in the County Clerk's Office; as well as all District vehicles, including vehicles used to transport children or school personnel.~~

Exceptions may exist for authorized medical cannabis use.

Definitions:—

For purposes of this policy, the following definitions apply:

- a) **"Electronic cigarette" (or "e-cigarette") means an electronic device delivering vapor inhaled by an individual user, and includes any refill, cartridge, and any other component of such a device.**
- b) **"School function" means a school-sponsored or school-authorized extracurricular event or activity regardless of where the event or activity takes place, including any event or activity that may take place virtually or in another state.**
- c) **"Smoking" means the burning of a lighted cigar, cigarette, pipe, or any other matter or substance containing tobacco, cannabis, or cannabinoid hemp. "School grounds" means any building, structure, and surrounding outdoor grounds, including entrances or exits, contained within the District's preschool, nursery school, elementary, or secondary school's legally defined property boundaries as registered in the County Clerk's Office, as well as any vehicles used to transport children or school personnel.**
- d) **"Smoking" means the burning of a lighted cigar, cigarette, pipe, or any other matter or substance containing tobacco, cannabis, or cannabinoid hemp.**
- e) **"Tobacco products" means cigarettes or cigars, bidis, chewing tobacco, powdered tobacco, nicotine water, or any other tobacco products.**
- a)f) **"Vaping" means the use of an electronic cigarette.**

(Continued)

Adoption Date 3/23/09

Revision Date 12/19/11, 5/21/13, 5/21/19, 8/23/21

Review Date

SUBJECT: SMOKING/TOBACCO USE (Cont'd.)

~~“Tobacco” is defined to include any lighted or unlighted cigarette, cigar, cigarillo, pipe, bidi, clove cigarette, spit/spitless tobacco and any other smoking or tobacco product, (smokeless, dip, chew, snus and/or snuff) in any form.~~

~~The District also prohibits use of electronic cigarettes or e-cigarettes, and any refill, cartridges and any other component of an electronic cigarette or e-cigarette (collectively known as e-cigarette or vaping device) on school grounds or in District vehicles.~~

~~—The use of vaporizers or any other products containing nicotine, except for current FDA-approved smoking cessation products, or other substance are also prohibited.~~

Off-School Grounds

Tobacco use and e-cigarette use is prohibited by students at any school sponsored event or activity off school grounds.

Posting/Notification of Policy

In compliance with the ~~New York State Clean Indoor Air Act,~~ **applicable law**, the District will prominently post its ~~Smoking/Tobacco Use policy and signs prohibiting all forms of tobacco products in District buildings and other appropriate locations; and will supply a copy upon request to any current or prospective employees~~ **smoking and vaping on school grounds**. The District will also designate a school official to tell individuals who smoke in a non-smoking area that they are in violation of the New York State Public Health Law, Education Law, the federal Pro-Children Act of 1994, and District policy. **Appropriate District officials will inform individuals smoking or vaping in a non-smoking area that they are in violation of law and/or District policy.**

The District will also ensure that this policy is communicated to staff, students, parents/guardians, volunteers, **contractors, and visitors and outside groups as deemed appropriate in order to orient all persons to the District's "No Smoking" Policy and environment through means such as the District's Code of Conduct, student handbooks, newsletters, announcements, facilities use forms/agreements, and/or the prominent display of this policy in appropriate locations.**

Prohibition of Tobacco Promotional Items/Tobacco Advertising

Tobacco promotional items (e.g., brand names, logos, and other identifiers) are prohibited:

- a) On school grounds;
- b) In school vehicles;
- c) At school ~~sponsored events, including those that take place off school premises and in another state~~ **functions;**

(Continued)

Adoption Date 3/23/09

Revision Date 12/19/11, 5/21/13, 5/21/19, **8/23/21**

Review Date

SUBJECT: SMOKING/TOBACCO USE (Cont'd.)

- d) In school publications;
- e) On clothing, shoes, accessories, gear, and school supplies in accordance with the District *Code of Conduct* and applicable collective bargaining agreements.

This prohibition of tobacco promotional items will be enforced in accordance with the District *Code of Conduct* and applicable collective bargaining agreements.

~~In addition, tobacco advertising is also prohibited in all school sponsored publications and at all school sponsored events.~~ The District will request, whenever possible, tobacco free editions of periodical publications for school libraries and classroom use.

20 USC §§ 6081-6084, and 7971-7974
 41 USC § 8101 et seq.
 Education Law § 409
 Penal Law § 222.10
 Public Health Law §§ 1399-n, 1399-o, 1399-p, and 1399-aa
 8 NYCRR §§ 155.5, and 156.3

~~Safe and Drug Free Schools and Communities Act, 20 USC § 7101 et seq.
 Pro-Children Act of 2001, 20 USC §§ 7181-7184, as amended by the Every Student Succeeds Act (ESSA) of
 -2015
 Education Law §§ 409, 2801(1) and 3020-a
 Public Health Law Article 13-E, Article 13-F, §§ 1399-aa(13), 1300-o~~

NOTE: Refer also to Policies #3280 -- Use of School Facilities, Materials and Equipment
 #3410 -- Code of Conduct
 #7320 -- Alcohol, Tobacco, Drugs, and Other Substances
 District *Code of Conduct*

Adoption Date 3/23/09
 Revision Date 12/19/11, 5/21/13, 5/21/19, **8/23/21**
 Review Date

SUBJECT: PAYROLL & OVERTIMEPayroll

The Board of Education recognizes the importance of the payroll function to the effective administration of the School District. It is the intention of the Board of Education to take reasonable and necessary steps to safeguard the School District's payroll.

The payroll supervisor will issue paychecks and/or direct deposit authorizations signed by the School District's Treasurer and payable to the order of the persons entitled to receive such moneys, shall be issued. Payroll procedures will also be reviewed periodically by the individuals or firms performing the Internal Audit and Claims Auditing functions. Auditors will report findings and recommendations to the Board of Education.

Overtime

The Board of Education adopts this policy pursuant to the Fair Labor Standards Act (FLSA) and Section 90 of the New York State General Municipal Law (GML). Non-exempt employees under the FLSA are eligible for overtime for all hours worked in excess of 40 in any work week, except as specified by collective bargaining agreements. An employee's supervisor may require a non-exempt employee to work overtime. The District will attempt to give reasonable notice in such instances; however, advance notice may not always be possible.

Every attempt will be made for non-emergency overtime to be approved in advance by the employee's immediate supervisor using a District-prescribed, pre-approval overtime form. Overtime approvals may include, but are not limited to, scheduling for building events, various district projects, construction, use of facilities by outside community groups, shift coverage, weather-related issues and/or other emergency matters. Personnel authorized to assign overtime include central office administration, district-wide directors and building-level administrators. Overtime will be offered in a manner consistent with collective bargaining agreements.

Ref: Fair Labor Standards Act
New York State Gen. Mun. Law §§90
Opn. St. Comp. 90-11

Board of Cooperative Educational Services
of Nassau County

Please fill out the information below and return this form to the attention of
Mr. Michael Perina, Nassau BOCES Administrative Center
71 Clinton Road, Garden City, New York 11530
(516) 396-2240

COMMODITY: 19/20-007A TREE MAINTENANCE AND REMOVAL SERVICES EXT #2

ANTICIPATED AWARD DATE: / /

Applicable Fee: 450.00

Please Check:

Yes No

I wish to participate. A General Resolution will be forwarded under separate cover after Board approval.

I am interested in receiving a 'download' file of the bid award. I understand the fee will be: \$75.00

SIGNATURE: _____

Christopher A. Van Cott
Assistant Superintendent for Business

Christopher A. Van Cott Asst. Superintendent for Business
Please Print Name Title

Rocky Point VFS D
Agency/School District

DATE: _____

8/11/2021

- Please indicate: Microcomputer Support (MCS)/NASTECH
 Health & Safety Member
 Health Office Member

Phone: (631)849-7563 3250
Fax: (631)209-0627
5627

ROCKY POINT SD/CROSS CONTRACT EASTERN
DEBRA HOFFMAN
90 ROCKY POINT-YAPANK RD

ROCKY POINT, NY 11778-
Att'n: DEBRA HOFFMAN

DISTRICTS: NEW REQUIREMENT

In order to obtain accurate district usage please provide the following information:

Projected Annual Expenditure level for TREE MAINTENANCE AND REMOVAL

is approximately: \$ 30,000

You may base this information on historical or anticipated allocations.

~ Thank you.

GENERAL RESOLUTION
FOR THE PURPOSE OF
PARTICIPATING IN A COOPERATIVE BID COORDINATED BY
THE BOARD OF COOPERATIVE EDUCATION SERVICES OF NASSAU
COUNTY

FOR

Various Commodities and/or Services
As Listed on Pages 1-3 of This Resolution

WHEREAS, the Board of Education, Rocky Point School District of New York State (the "School District") wishes to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Nassau County ("Nassau BOCES") for the purchase of various commodities and/or services as authorized by and in accordance with the Education Law and General Municipal Law, Section 119-o; and

WHEREAS, the District, more particularly, wishes to participate in the joint cooperative bids as listed and checked below (check "yes" or "no"):

PARTICIPATION

<u>CORE GROUP:</u>	<u>YES</u>	<u>NO</u>
<i>(NASSAU BOCES PER BID RATE)</i>		
ABATEMENT AND DISPOSAL OF ASBESTOS & LEAD MATERIALS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ARTS & CRAFT SUPPLIES	<input type="checkbox"/>	<input type="checkbox"/>
ASPHALTIC & CEMENT CONCRETE PAVING REPAIR & MAINTENANCE	<input type="checkbox"/>	<input type="checkbox"/>
ATHLETIC UNIFORMS	<input type="checkbox"/>	<input type="checkbox"/>
AUDIO VISUAL EQUIPMENT	<input type="checkbox"/>	<input type="checkbox"/>
AUDIO VISUAL SUPPLIES	<input type="checkbox"/>	<input type="checkbox"/>
AUTO BODY SUPPLIES	<input type="checkbox"/>	<input type="checkbox"/>
AUTO MECHANIC SUPPLIES	<input type="checkbox"/>	<input type="checkbox"/>
AUTOMOBILES – PASSENGER CARS/VANS/TRUCKS	<input type="checkbox"/>	<input type="checkbox"/>
AUTOMOTIVE AIR CONDITIONING REPAIRS	<input type="checkbox"/>	<input type="checkbox"/>
BOILER, DUCT & KITCHEN EXHAUST CLEANING	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BUILDINGS & GROUNDS EQUIPMENT	<input type="checkbox"/>	<input type="checkbox"/>
CALCULATORS	<input type="checkbox"/>	<input type="checkbox"/>
CARPENTRY, CABINETRY & BUILDING SUPPLIES	<input type="checkbox"/>	<input type="checkbox"/>
CARPETING & INSTALLATION	<input type="checkbox"/>	<input type="checkbox"/>

CESSPOOL MAINTENANCE SERVICES	_____	_____
CHAIN LINK FENCING	_____	_____
COMPUTER HARDWARE, SOFTWARE, NETWORKING AND SUPPLIES	_____	_____
CUSTODIAL AND GREEN CUSTODIAL SUPPLIES	_____	_____
DOORS: HOLLOW METAL, FRAMES & HARDWARE	_____	_____
FAX & PHOTOCOPY EQUIPMENT, SUPPLIES AND MAINTENANCE	_____	_____
FINANCING & LEASING OF CAPITAL EQUIPMENT	_____	_____
FIRE EXTINGUISHERS & SERVICE	_____	_____
FITNESS EQUIPMENT	_____	_____
FLOOR TILES & INSTALLATION	_____	_____
FOOD & BEVERAGE SUPPLIES	_____	_____
FOOD PREPARATION: PAPER & PLASTIC SUPPLIES	_____	_____
FOOD SERVICE EQUIPMENT	_____	_____
FUEL OIL	_____	_____
FURNITURE: CLASSROOM & OFFICE	_____	_____
GENERAL SAFETY SUPPLIES	_____	_____
GENERAL SCHOOL & OFFICE SUPPLIES	_____	_____
GLAZING SERVICES & SUPPLIES	_____	_____
GYMNASIUM FLOOR REFINISHING	_____	_____
GUARD SERVICE (LICENSED, UNIFORMED, UNARMED)	_____	_____
HAZARDOUS MATERIALS: HANDLING, REMOVAL, TRANSPORTATION & DISPOSAL	_____	_____
HVAC EQUIPMENT	_____	_____
HVAC MAINTENANCE & INSTALLATION	_____	_____
INDUSTRIAL ARTS & WELDING SUPPLIES	_____	_____
INTERSCHOLASTIC ATHLETIC SUPPLIES	_____	_____
IRRIGATION SYSTEMS - REPAIR & MAINTENANCE	_____	_____
LIBRARY SUPPLIES	_____	_____
MEDICAL & DENTAL SUPPLIES	_____	_____
MUSICAL INSTRUMENTS & SUPPLIES	_____	_____
MUSICAL INSTRUMENT RENTALS	_____	_____
MUSICAL INSTRUMENT REPAIRS	_____	_____
OIL & GAS BURNER SERVICE	_____	_____
PAINT & PAINTING SUPPLIES	_____	_____
PAPER: XEROGRAPHIC, FAX & COPIER	_____	_____
PHOTOGRAPHY SUPPLIES	_____	_____
PHYSICAL EDUCATION SUPPLIES	_____	_____
PLUMBING & HEATING SUPPLIES	_____	_____
PLUMBING SERVICES	_____	_____
RECONDITIONING OF ATHLETIC EQUIPMENT	_____	_____
REFRIGERATION & AIR CONDITIONING SUPPLIES	_____	_____
ROOF MAINTENANCE & REPAIR	_____	_____

SCHOOL BUS AIR CONDITIONING INSTALLATION,
MAINTENANCE & REPAIRS

SCHOOL BUS & AUTO PARTS

SCIENCE SUPPLIES

SMART BOARDS

SNACK VENDING SERVICE

SUBSCRIPTION SERVICES

TEACHING AIDS

TOOLS: POWER & HAND

TREE MAINTENANCE

UNIFORMS - GENERAL

VENETIAN BLINDS & SHADES

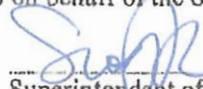
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NOW THEREFORE, BE IT RESOLVED that the School District hereby appoints Nassau BOCES as its representative and agent in all matters related to the Cooperative Bidding Program, including but not limited to responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the School District and making recommendations thereon, and

BE IT FURTHER RESOLVED that Nassau BOCES is hereby authorized to award cooperative bids on behalf of the School District to the bidder deemed to be the lowest responsible bidder meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts and to enter into contracts for the purchase of the commodities and/or services as authorized herein, and

BE IT FURTHER RESOLVED, that the School District hereby authorizes its School Business Administrator or his/her designee on behalf of the School District to participate in cooperative bidding conducted by Nassau BOCES and if requested to furnish Nassau BOCES an estimated minimum number of units that will be purchased and such other documents and information which may be reasonably necessary or useful in conducting the Cooperative Bidding Program, and

BE IT FURTHER RESOLVED, that the School District agrees to assume its equitable share of the administrative costs of the cooperative bidding program and all of its obligations and responsibilities pursuant to any contract that may be awarded by Nassau BOCES on behalf of the School District.



Superintendent of Schools

8/16/2021

Date

Rocky Point UFSD

School District Name

This form is to be used by districts for requesting BOCES services from BOCES other than the local BOCES.

CROSS CONTRACT FOR BOCES SERVICES

PART I: To be completed by district requesting cross contract

School District Requesting Service: Rocky Point UFSD School Year of Service: 2021-22
Address: 90 Rocky Point-Yaphank Rd, R.P., NY Zip: 11778
Name of Service Requested: Tree Maintenance + Removal Service 19/20-007
Potential BOCES Provider: Crane's Tree Service Estimated Cost: 30,000
[Signature] Date: 8/16/2021
School Superintendent Signature

Forward to local BOCES District Superintendent

PART II: To be completed by local BOCES District Superintendent

It is requested that cross-contract arrangements be made with _____
BOCES to provide the service listed above.

Local BOCES District Superintendent Signature _____ Date: _____

Local BOCES name and address _____

Zip: _____

Forward to District Superintendent of BOCES requested to provide service.

PART III: To be completed by BOCES District Superintendent providing cross-contracted service.

Service Title: _____ CO-SER #: _____

Activity Code #: _____ Estimated Charge: _____

_____ Date: _____
District Superintendent Signature of providing BOCES

After approval, distribute completed and signed copies of this form to:
WHITE - Providing BOCES
PINK - Requesting School District
CANARY YELLOW - Providing BOCES Program Administration
GOLDENROD - Local BOCES

LETTER OF INTENT
FOR THE PURPOSE OF
PARTICIPATING IN A COOPERATIVE BID COORDINATED BY
THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF NASSAU
COUNTY
FOR
Various Commodities and/or Services

BE IT KNOWN, that by this Letter of Intent that the School District indicated below plans to participate in the comprehensive cooperative bids conducted by the Board of Cooperative Educational Services of Nassau County, in accordance with the terms of the General Resolution.

The executed General Resolution will be forwarded subsequent to the Board approval, as required by New York State General Municipal Law (Section 119.0).



Superintendent of Schools

8/16/2011

Date

Rocky Point UFSD

School District Name

USER DEVELOPED
STANDARDIZED
SUPPLY LIST



**Cooperative Bidding
Program**

Title: **TREE MAINTENANCE AND
REMOVAL SERVICES**

Bid # 19/20-007
Extension #2

BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF NASSAU COUNTY

Nassau BOCES Administrative Center

71 Clinton Road

Garden City, NY 11530-4757

COOPERATIVE BIDDING PROGRAM

TREE MAINTENANCE AND REMOVAL SERVICES

BLANKET PURCHASE AGREEMENTS (BPAs)

NOTICE OF CONTRACT AWARD AND USER'S SOURCE DOCUMENT

AUTHORITY: Published Sealed Bid #19/20-007

AWARDED: May 23, 2019
May 21, 2020 – Extension #1
May 20, 2021 – Extension #2

PERIOD: 5/24/19 thru 5/23/20
5/24/20 thru 5/23/21- Extension #1
5/24/21 thru 5/23/22 -Extension #2

For information contact:



Michael R. Perina
Purchasing Agent
Telephone (516) 396-2240

Supplier Information

Supplier Name	Contact	Phone	Fax	Email
Crane's Tree & Shrub Service, Inc. 86 E. Cedar Street Massapequa, NY, 11758	Kevin J. Crane	516-797-6720	516-797-5296	cranestreeservice@yahoo.com



ROCKY POINT UNION FREE SCHOOL DISTRICT
 OFFICE OF THE SUPERINTENDENT
 90 Rocky Point – Yaphank Road
 Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 849-7558

Dr. Scott O'Brien
Superintendent of Schools

Christopher A. Van Cott
Assistant Superintendent for Business

June 11, 2021

Mr. Mark Finguerra, President
 Commercial Instrumentation Services
 681 Grand Blvd., Suite 7
 Deer Park, NY 11729

COPY
 MAILED
 6/11/21

Re: Bid #21-08 Boiler Maintenance & Repair Contract Extension for 2021-22

Dear Mr. Finguerra:

The current Boiler Maintenance & Repair bid contract between C.I.S. and The Rocky Point UFSD allows for the extension of said contract 30 days prior to expiration, upon mutual written agreement between the parties. The District would like to offer the extension for the period 9/1/21-8/30/22 at the current rates, terms and conditions, subject to Board of Education approval.

Please sign your acknowledgement below and return to the Business Office at the above address by July 23, 2021.

We look forward to working with you again for another year.

Sincerely,

Christopher A. Van Cott
 Assistant Superintendent for Business

AGREEMENT

Commercial Instrumentation Services agrees to extend the current Boiler Maintenance & Repair contract, under the same terms and conditions as per Bid #21-08, for the period 9/1/21-8/30/22.

Sam Murray, Service Manager
 Representative - Commercial Instrumentation Services

Date 08-02-2021

BID RESPONSE SHEET

Boiler Maintenance and Repair
Bid #21-08

SCOPE: To provide skilled, experienced, prompt service to a wide variety of Oil Burners & Boilers, and their associated systems and parts, on an "on-call" basis, as required.

LABOR-JOURNEYMAN/MECHANIC (Hourly rate) \$ 95.00

LABOR-HELPER/APPRENTICE (Hourly rate) \$ 50.00

Overtime shall be paid at a rate of 1.5 x straight time.
Overtime will only be paid when certified payrolls indicate employees were paid overtime.

MARKUP ON MATERIALS (above Contractor's certified cost) 15 % (not to exceed 15%)

NOTE: to determine the low price bidder calculations will be based upon an estimate of 400 hours (Journeyman/Mechanic) and Parts with a contractor's certified cost of \$15,000.

Estimate: 400 hours labor x hourly rate + \$15,000 parts + markup = \$ 55,250.00

Name of Firm Commercial Instrumentation Services
Contact Person James Gerardi *Sam Murphy - Service Manager*
Address 681 Grand Blvd. Suite 7
Deer Park, NY 11729
Office Phone: 631 243-4300
Cell Phone: 516-449-9285

Hoffman, Debra

From: Barrington, Christine <Christine.Barrington@COREBTS.com>
Sent: Wednesday, August 4, 2021 2:40 PM
To: Hoffman, Debra; Van Cott, Christopher A.
Cc: Butler, Scott
Subject: FW: QUOTE REQUEST- RFQ IT22-04 Rocky Point UFSD WiFi Upper Turf/Press Box
Attachments: RFQ #IT22-04 WIFI Upper Turf-Press Box.pdf; Rocky_Point_Booth_WIFI.jpg; Copy of Equipment RFQ IT22-04 WiFi Upper Turf 7-6-2021.xlsx; Quote Q-22555v3 Rocky Point - Outdoor Wifi.pdf; CORE_EN_RPUFSD_STADIUM_WIFI_SOW_V01A.pdf

Follow Up Flag: Flag for follow up
Flag Status: Flagged

CAUTION: This email originated from outside of our organization. Do not click links, open attachments or reply, unless you recognize the sender's email address and know the content is safe.

~Rocky Point UFSD Technology Department~

Good Afternoon- Attached please find our response to QUOTE REQUEST- RFQ IT22-04 Rocky Point UFSD WiFi Upper Turf/Press Box.

Attachments include:
Completed form request for quote form - RFQ IT22-04
Pictures of locations
Copy of equipment list
Quote Q-22555v3
Statement of Work

Please kindly review and let me know if you have any questions or need any additional information.

Thank you-
Christine

Christine Barrington

Account Manager

📞 631.982.4761 | 📠 631.982.4768 | ✉ Christine.Barrington@CoreBTS.com

COREBTS

corebts.com

For immediate support please call 1-855-470-0623 or e-mail support@corebts.com.

From: DeFeciani, Tony <Tony.DeFeciani@CoreBTS.com>
Sent: Thursday, July 8, 2021 2:05 PM
To: Barrington, Christine <Christine.Barrington@COREBTS.com>; Vetro, Matthew <Matthew.Vetro@COREBTS.com>
Subject: FW: QUOTE REQUEST- RFQ IT22-04 Rocky Point UFSD WiFi Upper Turf/Press Box

Tony DeFeciani

Vice President, US Northeast

☎ 518.831.8910 | 📞 518.339.7026 | ✉ tony.defeciani@corebts.com

CORE  **BTS**

corebts.com

From: "Hoffman, Debra" <DHoffman@rockypoint.k12.ny.us>

Date: Thursday, July 8, 2021 at 2:04 PM

Subject: QUOTE REQUEST- RFQ IT22-04 Rocky Point UFSD WiFi Upper Turf/Press Box

We look forward to receiving your quote for the attached RFQ #IT22-04.

Sincerely,

Debra Hoffman

Purchasing Agent

Rocky Point UFSD

P: (631)849-7563

dhoffman@rockypoint.k12.ny.us

Notice to Recipient: The information contained in this e-mail message may be confidential. Distribution of the material contained in this e-mail message may violate the Family Educational Rights and Privacy Act, the Freedom of Information Law, Health Insurance Portability and Accountability Act of 1996 and/or other applicable state or federal law. If the reader of this message is not the intended recipient, you are hereby notified that you have received this message and any attached documents in error, that any review, dissemination, distribution, or copying of the message and documents is strictly prohibited. If you have received this message in error, please notify us by telephone immediately and delete it and any accompanying documents.

Important Notice: This email message and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you are not the named addressee, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of Core BTS. Core BTS specifically disclaims liability for any damage caused by any virus transmitted by this email.

Request for Quote

TO BE COMPLETED BY AUTHORIZED USER		
RFQ Title Rocky Point UFSD WiFi Upper Turf/Press Box	RFQ Number	IT 22-04
Authorized User Information: Rocky Point UFSD 90 Rocky Point-Yaphank Road Rocky Point, NY 11778	Authorized User Delivery Information: Rocky Point UFSD Attention: Aaron Factor 90 Rocky Point-Yaphank Road Rocky Point, NY 11778	
Special Delivery Instructions: N/A		
DESIGNATED CONTACTS		
Name(s)	E-Mail(s)	
Debra Hoffman, Purchasing Agent	dhoffman@rockypointnyc12.ny.us	
Authorized User shall indicate if Procurement Lobbying Law/Restricted Period is in effect: <input type="checkbox"/> Yes <input type="checkbox"/> No Where Procurement Lobbying Law is deemed applicable by the Authorized User, by signing, Contractor affirms that it understands and agrees to comply with the Authorized User's policies and procedures relative to permissible contacts. Information may be accessed at: Procurement Lobbying: http://www.ogs.ny.gov/aboutOgs/regulations/defaultAdvisoryCouncil.html		
QUESTIONS AND OTHER EVENTS		
This RFQ is for Products from the following checked Lots as defined in Award # 22802 – Information Technology Umbrella Contract – Manufacturer Based (Statewide): <input checked="" type="checkbox"/> Lot 1 – Software <input checked="" type="checkbox"/> Lot 2 – Hardware <input checked="" type="checkbox"/> Lot 4 – Implementation		
The Authorized User named above is seeking competitive quotes from the Contractor (Manufacturer) and their Resellers (where applicable) of Information Technology Umbrella Contract – Manufacturer Based Contract(s) for the above-referenced Products. If the RFQ includes Lot 4 – Implementation, Contractor must prior to submitting a response to the RFQ either hold an award for Lot 4- Implementation, or be able to provide the services under the other Lots included in the RFQ.		
Event	Date	Time
RFQ Release Date	7/8/2021	2 PM EST
Questions Due	7/22/2021	12 PM EST
Vendor Response Due Date	8/5/2021	12 PM EST
IS THE RFQ BIDDER POOL LIMITED TO M/WBE, SB, AND SDVOB VENDORS: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
BASIS FOR AWARD <input type="checkbox"/> Lowest Price Meeting Specified Technical Requirements <input type="checkbox"/> Lowest Price Meeting Specified Technical Requirements and Mandatory Pass/Fail Requirements <input checked="" type="checkbox"/> Best Value with Technical and Financial Score		
E-RATE ELIGIBLE <input type="checkbox"/> Yes (E-Rate Discounts are Required) <input checked="" type="checkbox"/> No		
ATTACHMENTS • X Complex RFP Financial Response (EXCEL)		

The Authorized User will not be held liable for any cost incurred by the Contractor for work performed in the preparation of a response to this RFQ or for any work performed prior to the formal execution of an Authorized User Agreement. Responses to the RFQ must be received by the deadline specified above. Contractors assume all risks for timely, properly submitted deliveries. A Contractor is strongly encouraged to arrange for delivery of RFQ responses prior to the date of the RFQ opening. LATE RFQ responses may be rejected. The received time of a RFQ response will be determined by the Authorized User.
 All purchases resulting from this RFQ shall be in accordance with terms and conditions of the OGS Information Technology Umbrella Contract – Manufacturer Based Contract and any additional terms and conditions set forth in this RFQ and its Attachments.

SCOPE/MANDATORY REQUIREMENTS:

This RFQ is being distributed to the Contractor and Resellers (where applicable) to acquire the following:

Installing WiFi at our outdoor stadium, located on the campus of the Rocky Point High School, 82 Rocky Point-Yaphank Road, Rocky Point, will provide additional opportunities for staff and students to access educational resources on campus outside the traditional classroom.

Parts and services required for this project are summarized below. Note that professional services must be quoted as an hourly rate on the financial worksheet submitted. Enclosed with RFQ is a picture of the press box and the desired locations of the new WIFI access points.

Qty	Manufacturer Part #	Description
3	MR86-HW	Meraki MR86 Wi-Fi 6 Outdoor AP
6	MA-ANT-27	Meraki Dual Band Sector Antenna
2	SFP-10G-SR-S=	10GBASE-SR SFP Module Enterprise-Class
2	N820-02M-OM4	2M 10Gb/100Gb Duplex Multimode 50/125 OM4 LSZH Fiber Patch Cable (LC/LC) aqua
1	PS-SNY-ENC	Enterprise Network Consultant
1	N/A	No freight charge to client

Upon selection, the successful vendor will perform a detailed review and assessment of the Athletic Field press box WIFI deployment and switching environment and determine the requirements for the new Outdoor WIFI implementation are aligned with the District's Plan.

The successful vendor will document the current WIFI configuration at the press box for Rocky Point UFSD's records. Based on the successful vendor's experience and established industry best practices, the successful vendor will implement the WIFI design and configuration and install the outdoor WIFI access points, wiring and antennas.

The chosen implementation team will then work with Rocky Point UFSD IT operations team to review the design and finalize the outdoor WIFI implementation plan. The chosen vendor understands the goal of this project is to plan and implement the outdoor WIFI architecture, install and configure the WIFI Access Points, Radios and wiring, verify functionality with existing switching networks and provide documentation and administrative training. Additionally, the outdoor WIFI implementation must adhere to the District's approved plan/budget and must be designed to provide implementation services to install and configure all aspects of the WIFI infrastructure using the approved models, as reflected above. This solution will provide outdoor WIFI functionality for the district.

VENDOR QUALIFICATIONS:

- Cisco Gold Partner preferred
- 10+ years of IT project planning/implementation
- Three references for projects of the same scope and size, preferably in a school environment

INSURANCE REQUIREMENTS-CONTRACTOR:

The Contractor shall purchase and maintain during the life of the contract the following insurance. This insurance must be purchased from a New York State licensed, A.M. Rated "A" or "A+" carrier. The Rocky Point Union Free School District and the Rocky Point Board of Education, with the exception of Workers' Compensation and Employers Liability Insurance, shall be named as additional insured and certificate holder. An original of the certificate shall be mailed to the District, with a provision that in the event the policies are either canceled or diminished, at least 30 days prior written notice by certified mail, return receipt requested, thereof shall be given to the District. Any endorsements affecting coverage for additional insured must be attached to the certificate. The Contractor shall not commence work under this contract until they have obtained all insurance as required and such insurance has been approved by the District.

The Contractor shall require any subcontractor(s) to provide all of the requirements of this section before any work is to commence. In addition, all subcontractors must carry statutory Workers' Compensation and Employers Liability Insurance for their employees.

I. For All Coverages:

Any deductible or self-insured retentions must be declared to and approved by the District. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the District, its Board of Education, (Board) officers, employees or volunteers.

II. Commercial General Liability Insurance:

"Occurrence" form, including Premises-Operations, Products-Completed Operations, Contractual, Personal Injury, Owner-Contractor Protective and Fire Damage Legal Liability. Coverage shall be in, at minimum, the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate.

III. Comprehensive Automobile Liability Insurance:

On owned, hired, leased, or non-owned motor vehicles in the amount of \$1,000,000 per occurrence, Combined Single Limit. Policy should include code 1-"any auto" and Insurance Services Office (I.S.O.) endorsement CA 0029 (Ed. 12/88)- Changes in Business Auto and Truckers Coverage.

With regard to Comprehensive Automobile and Commercial General Liability coverages, the policies shall be endorsed to contain the following provisions:

- Contractor's insurance coverage shall be primary insurance as respects the District, its Board, officers, employees and volunteers
- The District and its Board shall enjoy all rights and privileges of the policy contract without the responsibility to pay premiums

IV. Workers' Compensation and Employers Liability:

Statutory Workers' Compensation and Employers Liability Insurance for all of his employees to be engaged in work under the contract and if such work is sublet, the contract shall require the subcontractor to maintain similar coverage for all of his employees.

A. STATEMENT OF WORK

WiFi at Upper Turf Fields/Press Box:

Through interactive meeting(s) and/or conference calls, the selected vendor will plan, implement test/validate, provide full documentation and day one support for a Cisco Meraki outdoor wireless access point implementation. These recommendations will adhere to the requirements and expectations defined by the customer. This project work will be done during vacations, after school hours (approximately 4 PM) and on weekends ONLY unless prior approval is sought and granted by the District. **The deadline for completion of the entire project is no later than October 29, 2021.**

- Installation of switching and outdoor access points, wiring and radios.
- Configuration and engineering
- Wiring
- Testing and validation
- Day one Support
- Full documentation
- Basic administrative training
- Project Deliverables-The following deliverables are included with this service:
 - Design of updated infrastructure
 - Tested and validated upgraded infrastructure
 - Basic training on updated infrastructure
 - Documentation detailing updated infrastructure

B. AUTHORIZED USER TERMS AND CONDITIONS

Prospective vendors must be able to:

- To provide evidence of insurance as required in the "Scope/Mandatory Requirements"
- Be able to supply all products and services as specified in the NYS Smart Schools Plan that are new and not refurbished or from a secondary market
- Provide at least three (3) references for projects of the same scope and size
- Evidence number of years providing integrated services relative to this type of project
- Cisco Gold Partner, preferred
- All items must be new from Cisco and not refurbished or purchased on the secondary market
- Must follow the New York State Labor Law Prevailing Rate guidelines when submitting the hourly rate for installation
- Must commit to completing the project on or before October 29, 2021

All submissions received by the deadline will be scored using the following rubric and will be used to evaluate each vendor. The District reserves the right to select the vendor that serves the best interest of the District.

Item	Maximum Points	Points Awarded
Cisco Gold Partner	20 Points	
Cost of eligible goods and services	20 Points	
Relationship with District in providing IT professional services	20 Points	
Project management expertise including 10+ years of IT planning/implementation of similar projects of scope and size	20 Points	
Availability to meet project deadlines	10 Points	
References (minimum 3)	10 Points	
Total	100 Points	

C. QUESTIONS

Questions regarding this RFQ must be received in writing and directed to Chris Van Cott at chriscvancott@rpufsd.org on or before 7/22/2021, no later than 12:00 p.m. EST.

- Emails must be titled as follows: RFQ No. IT 22-04 Question.
- District reserves the right to disregard emails with an incorrect title.

Questions and answers will be emailed to all canvassed vendors. Phone calls to the District regarding this RFQ **will not be accepted**. Contractors are strongly encouraged to submit questions as early as possible. However, all questions must be submitted by the question due date and time listed on the Cover Page of this RFQ.

D. DOWNSTREAM PROHIBITION (not applicable)

E. AUTHORIZED USER DISPUTE RESOLUTION PROCESS

Should a dispute or protest arise regarding this RFQ, the dispute or protest will be considered and decided by the Authorized User.

1.1 Disputes or Controversies Occurring During the Term of the Authorized User Agreement.

In the event there is a dispute or controversy during the term of the Authorized User Agreement resulting from this RFQ, the Contractor and Authorized User agree to exercise their best efforts to resolve the dispute as soon as possible. The Contractor and Authorized User shall, without delay, continue to perform their respective obligations under the resulting Authorized User Agreement and this Centralized Contract which are not affected by the dispute. Primary responsibility for resolving any dispute arising under the Authorized User Agreement shall rest with the persons designated by the Authorized User and the Contract's Contract Administrator and/or Account Manager.

In the event the Authorized User is dissatisfied with the Contractor's Products provided under the Authorized User Agreement, the Authorized User shall notify the Contractor in writing pursuant to the terms of the Contract. In the event the Contractor has any disputes with the Authorized User, the Contractor shall so notify the Authorized User in writing. If either party notifies the other of such dispute or controversy, the other party shall then make good faith efforts to solve the problem or settle the dispute amicably, including meeting with the party's representatives to attempt diligently to reach a satisfactory result.

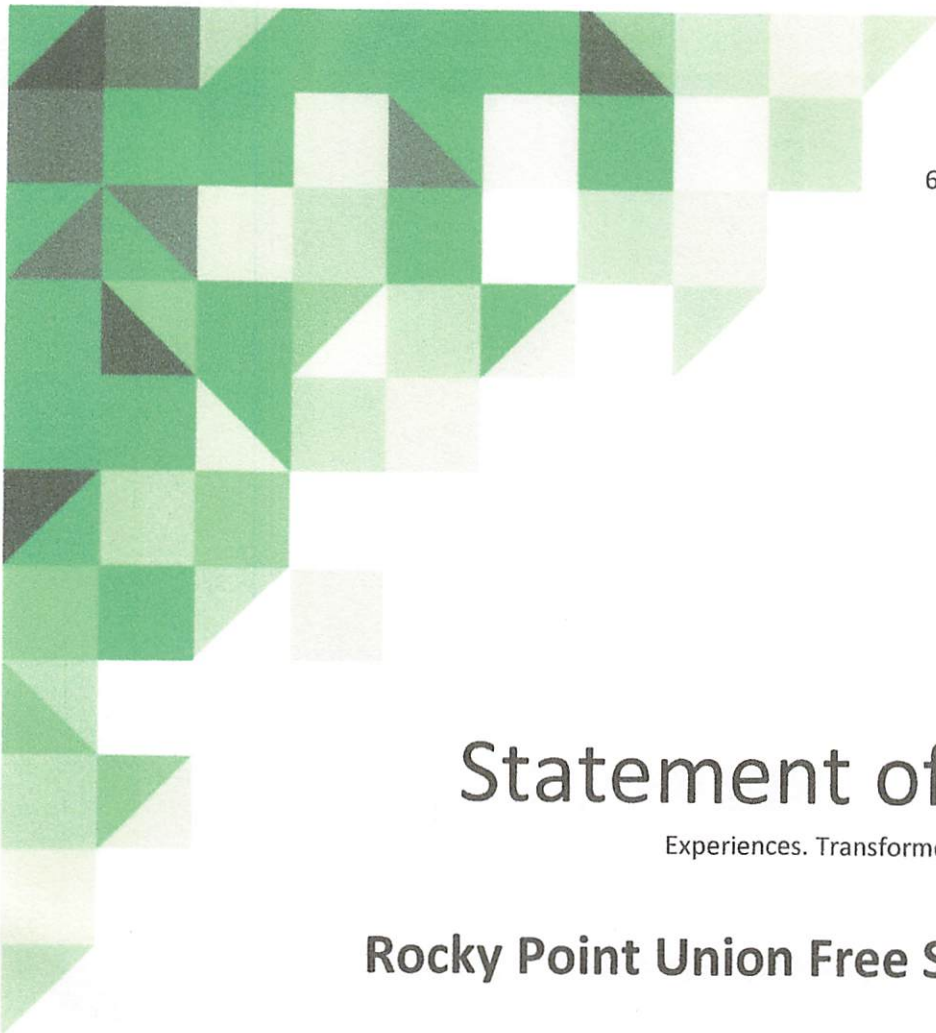
If negotiation between such persons fails to resolve any such dispute to the satisfaction of the parties within fourteen (14) business days or as otherwise agreed to by the Contractor and Authorized User, of such notice, then the matter shall be submitted to the persons designated by the Authorized User and the Contractor's senior officer of the rank of Vice President or higher as its representative. Such representatives shall meet in person and shall attempt in good faith to resolve the dispute within the next fourteen (14) business days or as otherwise agreed to by the parties. This meeting must be held before either party may seek any other method of dispute resolution, including judicial or governmental resolutions. Notwithstanding the foregoing, nothing in this section shall be construed to prevent either party from seeking and obtaining temporary equitable remedies, including injunctive relief.

The Contractor shall extend the dispute resolution period for so long as the Authorized User continues to make reasonable efforts to cure the breach, except with respect to disputes about the breach of payment of fees or infringement of its or its licensors' intellectual property rights.

Manufacturer / Authorized Reseller Information

This Page is to be Completed By the Manufacturer or Authorized Reseller Responding to the RFQ		
The RFQ Response must be fully and properly executed by an authorized person. By signing you certify your express authority to sign on behalf of yourself, your company, or other entity and full knowledge and acceptance of this RFQ (including any Questions/Answers or addenda), the OGS Centralized Contract and that all information provided is complete, true and accurate. Quotes received by RFQ due date/time are binding and non-retractable for 120 days or as stipulated in the RFQ.		
Contract # PM20800	Manufacturer Name Cisco/Meraki	Authorized Reseller Name Core BTS
Manufacturer or Reseller Signature: <i>Christine Barrington</i>	Date: 8/3/2021	Phone Number: 631-982-4761 E-Mail: Christine.Barrington@CoreBTS.com
Printed or Typed Name: Christine Barrington		Title: Senior Account Manager
If you are not providing a RFQ Response, place an "x" in the box, please explain why you are not responding, and return this page only.		
<input type="checkbox"/> WE ARE UNABLE TO RESPOND AT THIS TIME BECAUSE:		

After fully completing the information above, please submit this page via e-mail with "Complex Financial Response" (Excel) to the Authorized User indicated on the Cover Page. Authorized User reserves the right to request the original executed page of this RFQ.



Christine Barrington
631-982-4761 | Christine.Barrington@corebts.com

Kirill Klimakhin
631-982-4772 | Kirill.Klimakhin@corebts.com

August 3, 2021

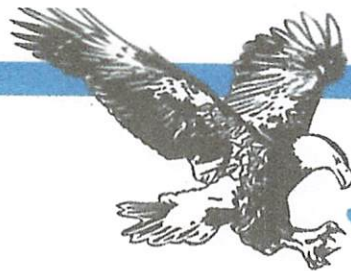
Statement of Work

Experiences. Transformed.

Rocky Point Union Free School District

Cisco Meraki Outdoor Wireless Networking Implementation

NYS OGS PM20800



Rocky Point
UNION FREE SCHOOL DISTRICT

Executive Summary
Project Overview
Project Specification
Billing Terms
Duties & Responsibilities
Key Assumptions



Executive Summary

Rocky Point Union Free School District (RPUFSD) would like to provide outdoor wireless coverage for the Rocky Point High School / Middle School stadium bleachers and football field located in Rocky Point, New York. The Cisco Meraki solution will provide full coverage the stadium support high-density, high-speed connectivity using the latest WiFi 6 standards. The new Cisco Meraki WAPs will be mounted on the front of the press box located on the north end of the field above the bleachers.



Who We Are

Core BTS (Core) is an award-winning solution provider focused on customer-centric software, cloud technology and IT infrastructure to corporate and public sector clients. Core solves complex business needs across networking, collaboration, security, data center and cloud infrastructure. Our capabilities include technical support and managed services of existing infrastructure, security and networking advisory and assessments and remote monitoring support for hardware and software technologies. The Core team has more than 15 years of experience and holds multiple top-level certifications and partnerships with IT industry leading companies, allowing us to provide customers with expertise across multiple technologies.

Core's education experience extends further than the counties of Suffolk and Nassau. Our Clifton Park, NY, Fairfax, Virginia, Reading, Pennsylvania and Madison, Wisconsin offices all have ties to the education community. Core has been servicing school districts for 25+ years.

We have been servicing/working with Rocky Point School district since 2001. This is 20 years of a trusted partnership where Core has provided guidance on Technology upgrades and planning.

As a roster of all of Core's educational clients would be a listing of several hundred accounts, for the purposes of this response, we are providing the following representative sample of a few of our top educational clients in NY.

- Bellmore Public Schools
- Lynbrook Union Free School District
- Rocky Point Union Free School District
- Shoreham-Wading River Central School District
- South Country Central School District
- Sayville Union Free School District
- Mineola Union Free School District
- Bethpage Union Free School District
- Jericho Union Free School District
- Wyandanch Union Free School District
- Patchogue-Medford UFSD
- Liberty Central School District
- Half Hollow Hills School District

- Bellmore-Merrick CHSD
- Eastern Suffolk BOCES

Professional Services - A key component of a successful IT partnership is a partners' ability to provide its customers support in all phases of an IT project; planning, designing, implementing, and operating. Core's dedicated team of highly certified engineers have expertise across each of our solution offerings; network, data center, collaboration, and security; we work with our customers using our services methodology of Envision – Execute – Empower to ensure a functioning end-to-end solution.

Core's Professional Services Organization offers support services during all phases of the IT life cycle:

- Consulting Services
- Advisory Services
- Assessment Services
- Implementation Services
- Post-Implementation Support

Partnerships

Having the highest level of certification-specific rewards and recognition with multiple partners puts Core in a unique position to deliver the most comprehensive, trusted solutions for your enterprise. Through these partnerships Core is able to offer an increased level of technical expertise and support, productivity tools, training, communication resources and solutions incentives. In addition, Core can subsequently offer incremental product discounts and leverage partner resources, including customer satisfaction best practices and tools. By combining experience, knowledge, and talent with top-tier partnerships, Core uniquely positions itself to deliver the highest caliber technology solutions.

Cisco

Core BTS has been a **Cisco Gold Certified partner since its inception (2005)**. Core BTS is in the top 25 of Cisco's largest U.S. Channels partners and as such is a Cisco nationally managed partner. Based on this long-standing strategic partnership, Core has integrated the deepest level of Cisco Lifecycle Services expertise into our offerings. Core currently maintains many Cisco technology partner certifications including:

- Master Data Center and Hybrid Cloud Specialization
- Master Collaboration Specialization
- Master Networking Specialization
- Advanced Data Center Architecture Specialization
- Advanced Security Architecture Specialization
- Advanced Collaboration Architecture Specialization
- Advanced Enterprise Networks Architecture Specialization
- Advanced Customer Experience Specialization
- Cloud and Managed Services Master
- WebEx Contact Center Authorization
- Collaboration SaaS Authorization
- Hyperflex Authorization
- EA Collab-Flex Plan; EA Data Center Choice ACI and Hyperflex; EA DNA Switching, Wireless, Routing

Core BTS currently employs individual engineers with the following Cisco certifications:

CCIE ROUTING/SWITCHING (5), CCIE VOICE (1), CCIE COLLABORATION (3), CCIE 10-YEAR ACHEIVEMENT (1), CCDP (4), CCNA ROUTING/SWITCHING (30), CCNA CYBER OPS (1), CCNA SECURITY (3), CCNA WIRELESS (5), CCNA COLLAB (3), CCNA DATA CENTER (1), CCNP ROUTING/SWITCHING (15), CCNP SECURITY (1), CCNP WIRELESS (1), CCNP DATA CENTER (1), CCNP SERVICE PROVIDER (1), CCNP COLLAB (6), CCDA (11)

References:

Mineola Union Free School District

121 Jackson Ave.

Mineola, NY 11501

Contact: Dr. Michael Nagler, Superintendent

Email: MNAGLER@mineola.k12.ny.us

Phone: (516) 237-2080

Hauppauge Union Free School District

495 Hoffman Lane

Hauppauge, NY 11788

Contact: Dr. Donald Murphy, Superintendent for Curriculum, Instruction and Technology

Email: murphydo@hauppauge.k12.ny.us

Phone: (631) 761-8201

Jericho Union Free School District

99 Cedar Swamp Road

Jericho, NY

Contact: Patrick Fogarty, Director of Technology

Email: pfogarty@jerichoschools.org

Phone: (516) 203-3600 ext. 3413

Project Overview

Project specification

- **Phase I - Project Initiation**
 - Creation of a project plan. This includes identification of key stakeholders, communication plan, project milestones, activity register and other required plans
 - Conduct a kickoff meeting with RPUFSD to review the project plan, identify dates, resources, and scheduling
 - Verify the locations are ready for network device configuration and turn-up, as well as cabling for the designated cabling vendor.

- **Phase II - Discovery**
 - Engineers work with RPUFSD to identify required information, such as VLANs, WAP names and required SSIDs, etc...
 - Summary of findings and next steps are reviewed and discussed

- **Phase III - Implementation - Rocky Point HS - 82 Rocky Point Yaphank Rd, Rocky Point, NY 11778**

- (3) Cisco Meraki MR86 WiFi 6 Outdoor WAPs with Dual Sector Antennas
 - Perform inventory and staging, apply asset tags (if required by RPUFSD)
 - Assemble WAPs and install dual sector antennas (2 antennas per WAP)
 - Cable and mount WAPs at designated locations as noted by the district
 - WAPs are to be mounted to existing press box structure
 - Align sector antennas to provide coverage for bleachers / field
 - Perform radio tuning and spectrum analysis
 - Configure switchports and required VLANs
 - Utilize existing spare Cisco 2960X PoE+ switch with 10Gbps SFP+ MMF uplinks
 - Configure uplink to HS from press box
 - Configure uplink at HS IDF switch with trunking and appropriate VLANs
 - Configure WAPs in Meraki Dashboard
 - Created isolated guest access network for spectators and visitors
- **Phase IV - Testing and Validation**
 - Verify wireless network configuration and device access
 - Administrative
 - Student
 - Guest
 - BYOD
 - Verify exterior coverage outdoor area
 - Adjust WAP settings/antenna alignment if required
 - Perform wireless testing to verify coverage on the field and bleachers
- **Phase V - Final Configuration / Documentation / Support**
 - Create detailed project documentation and network diagram
 - Conduct formal review

Core BTS Fixed Fee Billing Terms

<i>Service Description</i>	<i>Rates</i>
Fixed Fee (Including Cabling)	\$4,919.00
Estimated Total	\$4,919.00

RPUFSD agrees to compensate Core BTS for the effort required to deliver all items outlined in this Statement of Work. Modifications to this project via the Change Management Process may change the associated fees. This engagement will be performed on a fixed-fee basis. This fixed fee price is inclusive of all travel related expenses.

Duties and Responsibilities

In order for this project to be successful, it is important that each person performs his/her project duties and creates an environment that is conducive to success. Below are the responsibilities for each member of the project team.

Core BTS Project Coordinator

Responsibilities of the Core BTS Project Coordinator include:

- Developing project timeline and ensure schedules are maintained
- Acting as a single point of contact for all members of the Project Team
- Managing all Core BTS resources and coordinating RPUFSD resources
- Resolving issues with RPUFSD point of contact
- Presenting status weekly via status meetings and status reports
- Providing issue and risk management, including escalation management
- Controlling change management process

Core BTS Engineer(s)

Responsibilities of the Core BTS Engineer(s) include:

- Performing tasks as outlined in this Statement of Work with efficiency and diligence
- Acting in a professional manner and abiding by RPUFSD code of business conduct

RPUFSD

Responsibilities of RPUFSD include:

- Providing necessary personnel, including:
 - A dedicated point of contact
 - Subject matter experts (SME's) as needed
 - Management with decision-making authority
- If necessary, assist in physical movement and racking of components (unless otherwise specified)
- Providing access during agreed upon timeframes
- Suitable workspace, including a workstation and telephone, if necessary
- Required systems and networks
- Documentation of current procedures, workflows, and network diagrams
- Providing remote access (VPN preferred) if work is to be completed offsite
- In a timely manner, resolving problems not directly discussed in this SoW, but adversely affecting the project's progress (i.e. software bugs, hardware failures, connectivity issues, etc.) Core BTS can assist with these issues as through the scope management process.
- Participating in knowledge transfer throughout the project (unless otherwise noted)

Mutual

Responsibilities shared by all members of the Project Team include:

- Responding to communication (calls and email) in a timely manner
- Participating in all status meetings
- Identifying situations requiring scope management and alerting Project Management
- Identifying potential issues and risks and alerting Project Management
- Coordinating scheduling in the event of delays outside of Core BTS's / RPUFSD control

Core BTS Key Assumptions

Out of Scope: Any additional work outside of the tasks defined in this Agreement is considered out-of-scope and will be quoted in a separate Statement of Work.

Core BTS assumes for the sake of pricing and solution sizing that the following will hold true for the duration of the engagement:

Core BTS will perform all review and assessment at the RPUFSD in the specified location.

- Core BTS engineer will be provided access to systems and passwords as required
- Requests for information pertinent to this project will be addressed within 2 business days, unless otherwise agreed upon by both parties.
- All documentation listed will be delivered in a Core BTS standard format and with Core BTS standard level of detail.
- Core BTS assumes no liability for equipment damage and/or loss associated with the relocation of any equipment to any location other than the initial delivery location.
- Core BTS assumes no liability for data loss. Customer is strongly encouraged to backup and validate data on all affected systems prior to initiation of the engagement.

All review and assessment work is expected to be conducted during normal business hours, which are Monday-Friday from 8AM-5PM in the same time zone of the installation location and will be billed at the standard engineering rate. Any configuration or installation that has to be done outside of normal business hours will be billed at the Overtime (OT) engineering rate.

Core BTS Confidentiality Agreement

During the course of the provision of the services by Core BTS to RPUFSD, each party to this Agreement may have access to confidential information concerning the methodologies and business practices of the other. Neither party shall make any use of such information of the other party except in connection with the exercise of its rights and responsibilities under this Agreement except as may be necessary to comply with the laws of the state of New York - NY. The obligations of this paragraph shall not apply in the event such information is already public or becomes available to the public through no breach of this Agreement by the receiving party; or, such information is lawfully received without obligation of confidentiality from a third party who is free to disclose such information to the receiving party; or, such information is independently developed by or on behalf of the receiving party; or, such information is required to be disclosed by the receiving party to a governmental agency or a court having proper jurisdiction. If such a requirement is made, the receiving party shall give the disclosing party reasonable notice to enable the disclosing party to try to protect the confidentiality of the confidential information.

DUE TO THE CONFIDENTIAL AND PROPRIETARY NATURE OF THIS PROPOSAL, WE REQUIRE THAT IT NOT BE DISTRIBUTED OR DISCLOSED TO THIRD PARTIES NOT EMPLOYED BY RPUFSD. WITHOUT THE EXPRESS WRITTEN CONSENT OF CORE BTS.

The enclosed material is proprietary to Core BTS and RPUFSD. This document is the copyright of Core BTS. Neither this publication nor any part of this publication may be photocopied or reduced to any electronic medium or machine-readable form without the express written consent of Core BTS

Customer Acceptance. Please sign below indicating your agreement to the above terms and to indicate acceptance of this Core BTS Service Agreement.

Customer Name

Customer Title

Customer Signature

Terms & Conditions

1. **Payment Terms.** Payment is due within thirty (30) days of invoice date. After this time period, interest accrues at the lesser of the maximum rate permitted under applicable law or one and one-half percent (1.5%) per month from the date due until paid. We shall have a purchase money security interest in the products delivered by us to secure payment of the purchase price and any installation charges until they are paid in full by you. If invoice is not paid by you after 60 days, you authorize us to file all documents (including UCC financing statements) deemed necessary by us to protect and maintain our security interests.
2. **Independent Contractor; Taxes.** We will perform all services hereunder in our capacity as an independent contractor and not as an employee or agent of you. Our employees shall not be entitled to any privileges or benefits that you may provide to your employees, and we shall be responsible for payment of all unemployment, social security, federal income (state and local income where applicable) and other payroll taxes imposed by any governmental body on us in regard to our employees who are engaged in the performance of the services. Pricing set forth herein is exclusive of applicable sales, use and similar taxes assessed on the performance of any services. You agree to reimburse, indemnify, and hold us harmless from and against any such tax, penalty and interest thereon levied against us for the provision of services to you hereunder.
3. **No Hiring.** For the term of the project and for a period of one year thereafter, you agree not to hire, solicit, or accept solicitation of, through employment or otherwise, directly, or indirectly, any of our employees or independent contractors with whom you have had any contact during the project, unless you obtain our prior written consent. Should you hire an employee or independent contractor of ours through employment or otherwise within this time period without our prior written consent, you will immediately pay as liquidated damages to us an amount equal to the relevant person's then current annual compensation (or the amount paid to or on behalf of the person in the last 12 months, in the case of an independent contractor).
4. **Warranty.**
 - A. We warrant and represent that the services will be performed in a skillful and workmanlike manner according to those standards generally prevailing among consultants performing similar services under similar circumstances. To the extent that we are not the manufacturer of any hardware or software products that you may purchase as a result of or relating to our Services, we do not provide any warranty on such products, whether with respect to their design, performance, functionality, or compatibility with your existing system. Any warranty with respect to product must come from the manufacturer. Our product procurement distributor or we will pass through to you any applicable warranties of the manufacturer, to the extent permissible.
 - B. EXCEPT FOR THE EXPRESS WARRANTIES STATED IN THIS SECTION, WE DISCLAIM ALL WARRANTIES INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
5. **Our Indemnity.** We will indemnify, defend, and hold you harmless from and against any claims, liabilities, losses, expenses, or damages (collectively, "Damages") caused by the services performed or the work delivered by us under these terms infringing any copyright, trade secret or any other proprietary right of any third party. Excluded from such indemnification are any claims related to (i) services performed on equipment or software which you covenanted that we had the rights to modify as set forth in Section 7 below, (ii) services performed to your specification or design and (iii) infringement resulting from or caused by your misuse or unauthorized modification of systems or product. We will also indemnify, defend, and hold you harmless from and against any Damages resulting from our willful misconduct or negligent acts or omissions in performing the services which are the subject of these terms, except to the extent such Damages are caused by the willful misconduct or negligence of you, your employees, or agents. Our obligation to indemnify and defend you with respect to any claim shall be subject to (i) your providing us with prompt notice of such claim, (ii) our having sole control over the defense and settlement thereof, (iii) your providing us with the information and assistance necessary to defend or settle such claim as reasonably requested by us, and (iv) the limitations on liability set forth in Section 6 below.
6. **Limitations of Liability. WE WILL NOT BE LIABLE FOR INCIDENTAL, SPECIAL, PUNITIVE, INDIRECT OR CONSEQUENTIAL DAMAGES, INCLUDING FOR LOSS OF DATA OR ITS USE OR LOST PROFITS OR OTHER ECONOMIC DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.** With the exception of indemnification for intellectual property infringement, your right to recover Damages from us in aggregate of all claims is limited to the amounts paid to us by you in the preceding twelve (12) months. You acknowledge that this limitation of liability is part of the consideration and was considered by us in establishing the prices and rates to be charged to you, which, but for this limitation, would have been higher.

7. **Your Covenants.** You covenant that: (i) you have the authority to agree to these terms and the funding necessary to pay for the requested services; (ii) you have title to or license or rights to use or modify any software or products which you have requested us to modify as part of such services; and (iii) you will provide us necessary access to your personnel, appropriate documentation and records and facilities in order for us to timely perform such services.
8. **Requests for Changes.** No change in the services provided hereunder will be performed until we receive a properly issued and executed Change Order; provided, however, that nothing herein will relieve you of the obligation to pay us for services rendered which were requested by you but are not documented in such a properly issued and executed Change Order or within the applicable scope of work.
9. **Confidentiality.** Each party acknowledges that it and its employees or agents may, in the course of the project, be exposed to or acquire information that is proprietary or confidential to the other party. Each party agrees to hold such information in strict confidence and not to discuss or disclose any such information to any third party for a period of three years. The parties acknowledge that the provisions of this paragraph shall not apply to: (a) information which at the time of disclosure is, or without fault of the recipient becomes, generally available; (b) information which either party can show was in its possession at the time of disclosure or was independently developed by it; (c) information received from a third party which had the right to transmit same without violation of any secrecy agreement with the other party; and (d) information which is required to be disclosed pursuant to court order or by law.
10. **Termination of Agreement.** Either party may terminate our engagement at any time upon 30 days prior written notice. **Cancellation of any licensing or services with a fixed term and indicated as non-cancellable shall incur a termination fee equal to 100% of the cost of the remainder of the term, payable to us in full upon the effective termination date.**
11. **Entire Agreement; Amendment.** These terms and the accompanying engagement letter sets forth the entire understanding of the parties with respect to the subject matter hereof and is binding upon both parties in accordance with its terms and may be amended only by an entry signed by both parties. There are no understandings, representations, or agreements other than those set forth herein.
12. **Assignment.** You may not assign any of the rights or obligations hereunder without the prior written consent of Core.
13. **Notices.** Any notice or communication from one party to the other concerning the terms hereof shall be in writing and shall be sent by certified mail, return receipt requested and postage prepaid or by commercial overnight mail to the most recent address that either party has specified in writing to the other.
14. **Governing Law.** These terms shall be governed by and construed in accordance with the laws of the State of Delaware.
15. **Force Majeure.** Neither party shall be liable to the other for any failures or delays arising out of conditions beyond its reasonable control, including, without limitation, work stoppages, fire, civil disobedience, delays associated with product malfunction or availability, riots, rebellions, storms, electrical failures, delays caused by the other party, and acts of God and similar occurrences.
16. **Waiver; Severability** Any waiver of any right or default shall be effective only in the instance given and if in writing and signed by the party against whom it is sought to be enforced and shall not operate as or imply a waiver of a similar right or default on any other occasion. If any term or provision hereof should be declared invalid by a court of competent jurisdiction, the remaining terms and provisions hereof shall be unimpaired, and the invalid terms or provisions shall be replaced by such valid terms and provisions as come closest to the intention underlying the invalid term or provision.

Sample Project Change Request (PCR) Form

PROJECT CHANGE REQUEST (PCR)

Requestor Data:

PCR Requested By:		PCR Preparation Date:	
PCR Prepared By:		Approval Required By (Date):	

Change Summary:

Project Name:	
Description of Change:	
Reason for Change:	
Impact if PCR is Rejected:	
Current Project Status:	

Cost & Timeline Impact:

The following is an estimation of the work effort involved in completing the activities required to complete this PCR. This estimate is provided for budgetary purposes only, in all cases Core will bill for the actual hours and expenses incurred.

Estimated Work Effort:

Resource Description	Effort Range		Rate	Totals	
	Low	High		Low	High
Consultant					
Senior Consultant					
Principal Consultant					
Project Manager					
Estimated Total					

Timeline Impact:

Project Completion Date, if Changed:	
Milestone(s) Affected:	
New Milestone Delivery Date(s):	

Approval:

Client indicates acceptance of this PCR as an amendment to the Letter of Engagement and/or Statement of Work for the Network Implementation Project.

Approved By: _____ Date: _____
 Name Printed: _____ Title: _____



Bill To:
 Rocky Point UFSD
 90 Rocky Point Yaphank Rd
 Rocky Point, New York 11778
 United States

Ship To:
 Rocky Point UFSD
 90 Rocky Point Yaphank Rd
 Rocky Point, New York 11778
 United States

Quote Number: Q-22555
Quote Date: 08/03/2021
Expiration Date: 09/02/2021

Client: Rocky Point UFSD
Account Number: 0007146
Payment Terms: Net 30
Primary Contact:
Quote Name: Outdoor Wifi

Quoted by: Scott Butler
 P 908-566-0917 | E scott.butler@corebts.com
Account Manager: Christine Barrington
 P 631-982-4761 | E christine.barrington@corebts.com

Qty	Item Number	Description	Term (Months)	Billing Frequency	Price	Ext Price
3	MR86-HW	Meraki MR86 Wi-Fi 6 Outdoor AP		Prepaid	\$1,173.57	\$3,520.71
6	MA-ANT-27	Meraki Dual Band Sector Antenna		Prepaid	\$182.11	\$1,092.66
2	SFP-10G-SR-S=	10GBASE-SR SFP Module Enterprise-Class		Prepaid	\$379.83	\$759.66
2	N820-02M-OM4	2M 10Gb/100Gb Duplex Multimode 50/125 OM4 LSZH Fiber Patch Cable (LC/LC) aqua		Prepaid	\$19.74	\$39.48
1	PS-SNY-ENC	Enterprise Network Consultant Comment: \$185 per hour		Prepaid	\$4,919.00	\$4,919.00
1	NY-CONTRACT-PM20800	NYS OGS Cisco Umbrella contract#PM20800		Prepaid	\$0.00	\$0.00
1	CORE-NOFGHT	No freight charge to customer		Prepaid	\$0.00	\$0.00
					Subtotal:	\$10,331.51
					First Invoice Amount:	\$10,331.51
					Quote Subtotal:	\$10,331.51
					Estimated Sales Tax:	\$0.00
					Quote Total:	\$10,331.51

Notes:

Accepted by: _____ Printed name: _____ Date: _____

By accepting this quote you agree to Core's standard Terms and Conditions which can be found at <https://corebts.com/legal/T&C>.

To ensure fastest processing, please send purchase order/signed quote to purchase.orders@corebts.com and CC the two individuals listed above or fax to (317) 573-1665. If changes are required, please request a revised quote. Thank you for your business!

This proposal is confidential, and shall not be used or disclosed, in whole or in part, for any purpose other than evaluation within the client organization. This quote shall expire on the "Expiration Date" above. Notwithstanding the foregoing, all product and pricing information is based on the latest information available and is subject to change without notice, including at any time prior to the expiration of the quote. All prices are in U.S. dollars. Prices and tax rates are valid in the U.S. only and are subject to change. Sales tax is based on the "ship to" address on your purchase order. Please indicate your taxability status on your purchase order. Product availability is subject to change and cannot be guaranteed. All shipments are FOB origin. Appropriate freight charges will be added at the time of invoice. Please note that this quote may include items which may be subject to vendor restocking fees if returned, or may not be returnable if not defective (all returns are subject to vendor RMA approval). Core passes through all vendor restocking terms and fees without modification, markup, or additional fees.

Cancellation of any licensing or services with a fixed term or indicated as non-cancellable shall incur a termination fee equal to 100% of the cost of the remainder of the term, payable to Core in full upon the effective termination date. If First Invoice Amount is less than the Quote Total this is due to the fact that some or all items have a billing frequency of more than one instance, please consult the billing frequency listed for each item. First Invoice Amount is estimated and may not include shipping/freight, estimated sales tax, and incidental charges.

WiFi Upper Turf Field Press Box, Rocky Point NY

Deliverable Number	Deliverable Name
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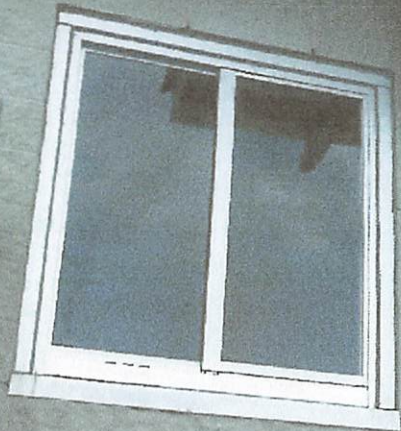
Deliverable Narrative (Attach Additional Information, if Needed)

Items

RFQ Item Number	Lot Number	Product Description	Manufacturer Part Number (SKU)	Net NYS Contract Price	Additional Product Discount %	RFQ Product Price	Qty	Additional Discount \$\$	Extended RFQ Price
34									
35									
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75									

Anticipated Deliverable Travel Costs	
Additional Deliverable Discount	
Total Deliverable Cost	\$10,331.51

WAP 01



WAP 02



WAP 03



RFP Assessment Worksheet

School Years 2021-22

Page 1 of 1

Project or Service Description

Sensory Room for each school building: Furnish & Install

Vendor Scoring (use additional worksheets if necessary)

Selection Criteria	Weight*	Fun & Function		TFH							
		Raw Score**	Weighted Score***	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score
Proposer's ability to satisfy all RFP components	30%	5.00	1.50	3.00	0.90	0.00	-	0.00	-		-
Total Proposed Price	30%	3.67	1.10	5.00	1.50	0.00	-	0.00	-		-
Sensory Room Design	20%	5.00	1.00	3.00	0.60	0.00	-	0.00	-		-
School District experience	10%	5.00	0.50	5.00	0.50						
Proposer's financial solvency, length of time in business, location, etc.	10%	5.00	0.50	5.00	0.50	0.00	-	0.00	-		-
Other (describe)											
Overall Ranking	100%	4.60		4.00		-		-		-	

Vendor Selected: **Fun & Function**
 Approved By: C Van Cott
 Title: Asst Superintendent
 Date: 8/16/2021

Notes:
 * Percentage weights must add up to 100%. Price must be weighted the heaviest.
 ** Evaluated on a scale of 1 to 5: 1=worst, 5=best.
 *** Weight x Raw Score

Fun & Function's Proposal:
 Quotation# 512189 = \$57,715.58 (FJC School)
 Quotation# 512186 = \$55,193.99 (JAE School)
 Quotation# 512196 = \$41,096.58 (Middle School)
 Quotation# 512203 = \$46,222.53 (High School)
Total Award = \$200,228.68
 Fully funded by federal grant programs.



Christopher A. Van Cott

RFP Assessment Comments, if needed:
 A subcommittee was formed to evaluate two RFPs received in response to the District's solicitation to furnish & install one sensory room in each school building. C Van Cott, D. Hoffmann, K. White and S. Randazzo reviewed proposals and shared thoughts about which solution best matched district needs. Fun & Function (F&F) provided the most comprehensive proposal while TFH submitted a less costly proposal. After review, the subcommittee concluded the following:
 -The items provided by F&F appear to be of better quality when randoming selecting a few products for comparison
 -TFH in unable to install any items and cannot furnish a playstructure
 -F&F provided more items for MS & HS which is desirable
 -F&F will provide training
 -Overall it was the concensus of the committee that F&F's design was much more age-appropriate, comprehensive and cohesive.
 -TFH's designs were less than impressive and appeared "haphazard" For example - the secondary level design neglected to include anywhere to sit down and the elementary design did not include any protective matting around the play structures

Fun and Function LLC
 PO Box 11
 Merion Station, Pennsylvania 19066



Quotation 512189

CUSTOMER NO. R13380

BILL TO:

Rocky Point Union Free School District
 Megan McGuire
 90 Rocky Point Yaphank Rd
 Rocky Point, NY 11778

SHIP TO:

Frank J Carasiti Elementary School (PJC)
 Megan McGuire
 90 Rocky Point Yaphank Rd
 Rocky Point, NY 11778

DATE	SERVICE REP	TERMS
5/31/2021	Batsheva Morris	

P.O. NUMBER	QUOTE DATE	EXPIRATION DATE
	5/31/2021	8/29/2021

PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
SP7176	Sensory Acoustic Tactile Panel	1.00		2,299.99	2,299.99	0.00	2,299.99
SP7272	SensaSoft™ Calming Infinity Tunnel	1.00		2,759.99	2,759.99	0.00	2,759.99
SP7270	SensaSoft Calming Music Touch Wall only	1.00		5,499.99	5,499.99	0.00	5,499.99
SP7281	SensaSoft Floor Plinth Only	2.00		749.99	1,499.98	0.00	1,499.98
SC7259	Sensory Corner Den	1.00		7,508.99	7,508.99	0.00	7,508.99
CF6498	14 inch LED Cube	1.00		149.99	149.99	0.00	149.99
CF6497	8in. LED Cube	1.00		99.99	99.99	0.00	99.99
CF6725	Weighted Disc Blanket	1.00		209.99	209.99	0.00	209.99
SP7195	SensaSoft Flashy Floor	1.00		569.99	569.99	0.00	569.99
SP6798	24"x 48" Acrylic Mirror	2.00		124.99	249.98	0.00	249.98
SP6602	Gel Floor Tiles Multicolored-12 Pack	1.00		529.99	529.99	0.00	529.99
CF6726	Mega Mushy Smushy	2.00		79.99	159.98	0.00	159.98
CF7236	Early Childhood Sensory Toolkit (18 mths-3yrs)	1.00		429.99	429.99	0.00	429.99
CF4583	Heavy Herbert	2.00		63.99	127.98	0.00	127.98
CF7042	Weighted Sensory Knot Ball	1.00		117.99	117.99	0.00	117.99
SP7172	Sensory Steplite	1.00		2,299.99	2,299.99	0.00	2,299.99
CF6650	SensaSoft Compression Canoe Teal	1.00		979.00	979.00	0.00	979.00
SP6703	Sensory Vibrating Neck Pillow	1.00		64.99	64.99	0.00	64.99

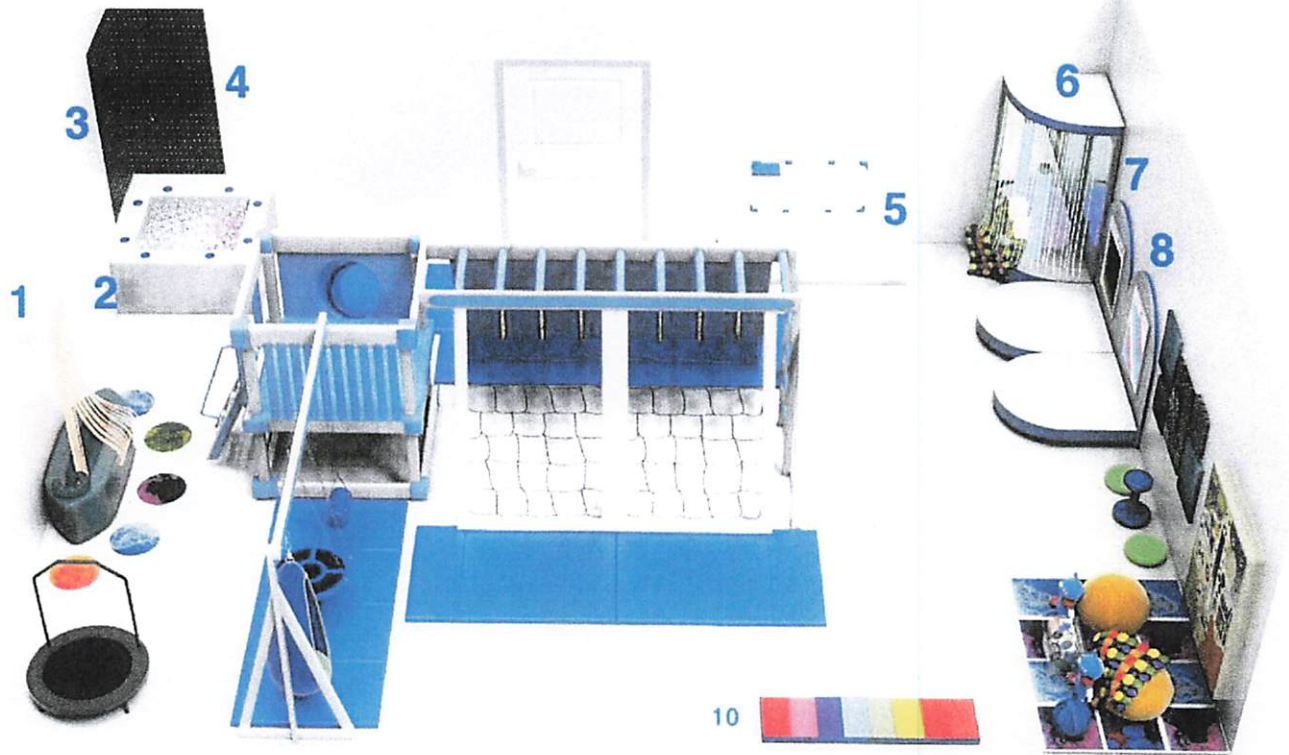
PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
MS6728	Calming Fiber Optic Jellyfish	1.00		1,589.00	1,589.00	0.00	1,589.00
CF7326	Sensory Wall Panel Small	2.00		55.99	111.98	0.00	111.98
CF7327	Sensory Wall Panel Medium	2.00		95.99	191.98	0.00	191.98
CF7328	Sensory Wall Panel Large	1.00		129.99	129.99	0.00	129.99
CF7170	SensaSoft Interactive Ball Pit	1.00		3,299.99	3,299.99	0.00	3,299.99
SP7171	Sensory Fiber Optic Carpet w Lightsource	2.00		1,118.99	2,237.98	0.00	2,237.98
SP7295	Round Gel Tile Set of 4	1.00		179.99	179.99	0.00	179.99
SP7284	Round Gel Tile Purple	1.00		45.99	45.99	0.00	45.99
BA1882	Wiggle Cushion	2.00		31.99	63.98	0.00	63.98
MW6254	EnviroSafe 4' x 6' Royal Blue Folding Mat - 4 sided velcro	5.00		289.99	1,449.95	0.00	1,449.95
CF7673	Junior Wobble Chair 16" Blue	1.00		74.99	74.99	0.00	74.99
VS4058	Trampoline with Handrail	1.00		99.99	99.99	0.00	99.99
SWING6354	5'x5' Tower at 5' High	1.00		3,480.00	3,480.00	0.00	3,480.00
SWING6613	Flat Step Access Ladder	1.00		315.00	315.00	0.00	315.00
SWING6426	Access Railing	1.00		67.50	67.50	0.00	67.50
SWING-Misc	3 Position MB Climber Beam 8' Long	1.00		1,327.50	1,327.50	0.00	1,327.50
SWING6403	4'x8' Cargo Net	2.00		1,562.50	3,125.00	0.00	3,125.00
SWING6609	4 x 8 rock wall panels	2.00		2,237.50	4,475.00	0.00	4,475.00
SWING6492	Tower Mounting Ladder	1.00		392.50	392.50	0.00	392.50
SWING6421	3 Position Single Beam 10'6"	1.00		1,267.50	1,267.50	0.00	1,267.50
SWING6410	5' Tunnel Express Slide	1.00		920.00	920.00	0.00	920.00
CF6966	SensaSoft Bolster Swing	1.00		499.00	499.00	0.00	499.00
MW6506	Cocoon Swing	1.00		106.99	106.99	0.00	106.99
MW7656	Web Swing Chair	1.00		179.99	179.99	0.00	179.99
SWING-Misc	Delivery & Installation for the Play System	1.00		1,675.00	1,675.00	0.00	1,675.00
S&H	Shipping and Handling	1.00		4,850.00	4,850.00	0.00	4,850.00

We look forward to working with you!

TOTAL: \$57,715.58

Please email purchase orders to accounts@funandfunction.com or mail a check with a copy of the quote to the address above. For questions related to your quotation, please contact your sales associate or email customercare@funandfunction.com.

FJC



9 Sensory Steplight (Not Shown)

Fun and Function LLC
 PO Box 11
 Merion Station, Pennsylvania 19066



Quotation 512186

CUSTOMER NO. R13380

JAE

BILL TO:

Rocky Point Union Free School District
 Susan Randazzo
 90 Rocky Point Yaphank Rd
 Rocky Point, NY 11778

SHIP TO:

Joseph A. Edgar Intermediate School
 Susan Randazzo
 525 Route 25A
 Rocky Point, NY 11778

JAE

DATE	SERVICE REP	TERMS
5/31/2021	Batsheva Morris	

P.O. NUMBER	QUOTE DATE	EXPIRATION DATE
	5/31/2021	8/29/2021

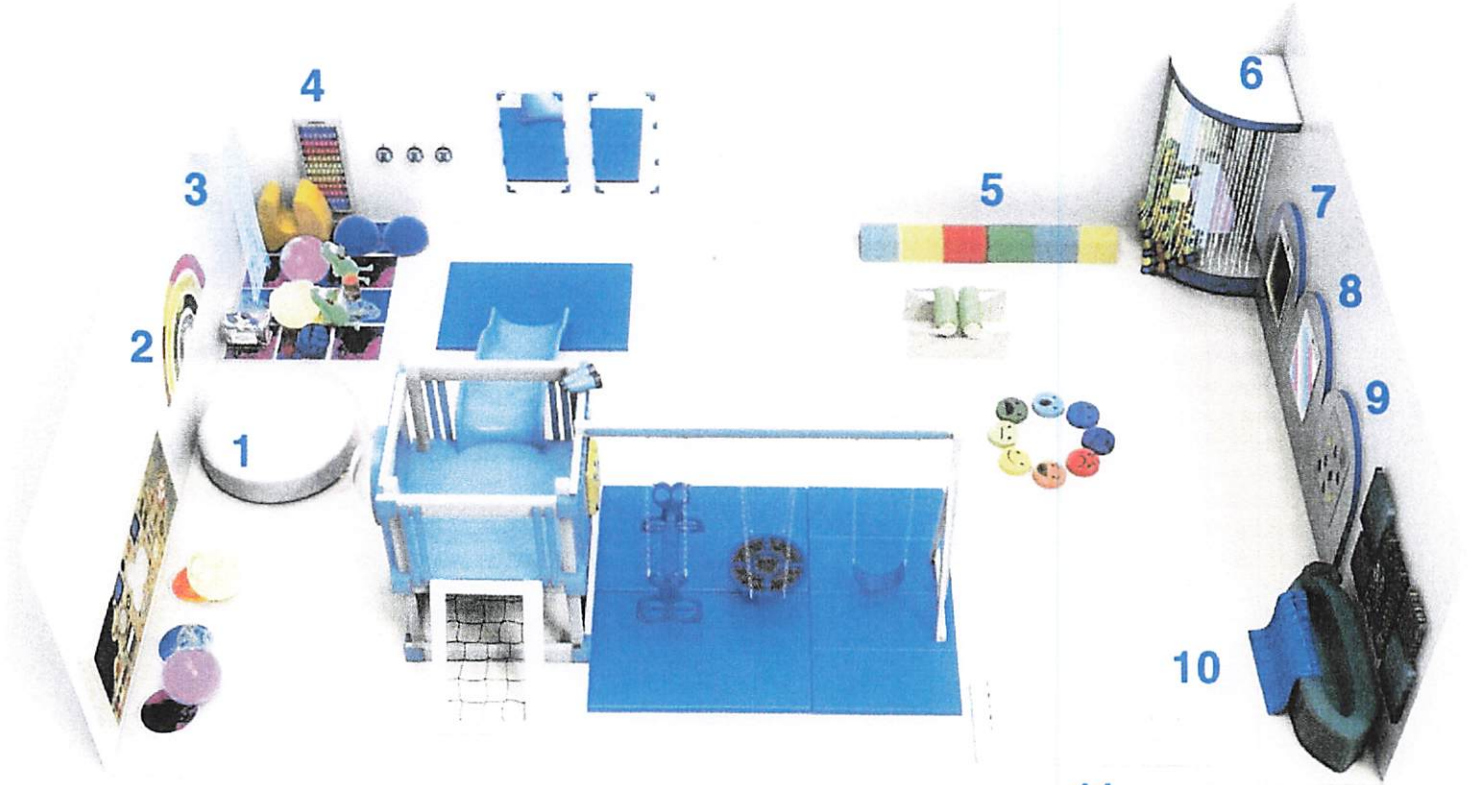
PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
SC7259	Sensory Corner Den	1.00		7,508.99	7,508.99	0.00	7,508.99
SP7229	Stand alone Music Hand Wall	1.00		2,279.99	2,279.99	0.00	2,279.99
SP7272	SensaSoft™ Calming Infinity Tunnel	1.00		2,759.99	2,759.99	0.00	2,759.99
SP7270	SensaSoft Calming Music Touch Wall only	1.00		5,499.99	5,499.99	0.00	5,499.99
CF6498	14 inch LED Cube	1.00		149.99	149.99	0.00	149.99
CF6497	8in. LED Cube	1.00		99.99	99.99	0.00	99.99
LS3843	Fiber Optic Softie Beanbag for Calming	1.00		1,999.99	1,999.99	0.00	1,999.99
CM6704	Emotion Cushions - Set of 8	1.00		199.99	199.99	0.00	199.99
SP7350	Softplay Noisy Balance Beam	1.00		1,670.00	1,670.00	0.00	1,670.00
SP7195	SensaSoft Flashy Floor	1.00		569.99	569.99	0.00	569.99
SP6271	Noise Reduction Headphones- Blue	3.00		27.99	83.97	0.00	83.97
SP6798	24"x 48" Acrylic Mirror	2.00		124.99	249.98	0.00	249.98
VS4921	Double Squeezer	1.00		709.99	709.99	0.00	709.99
SP7012	Gel Floor Tiles Multicolored-4 pack (green, blue, purple, red)	3.00		189.99	569.97	0.00	569.97
SP7172	Sensory Steplite	1.00		2,299.99	2,299.99	0.00	2,299.99
MS6728	Calming Fiber Optic Jellyfish	1.00		1,589.00	1,589.00	0.00	1,589.00
SP6662	SensaSoft Squeezie Seat	1.00		339.99	339.99	0.00	339.99
CF6501	LED Chair	4.00		209.99	839.96	0.00	839.96

PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
CF7575	Busy Fingers Tangram Gel Puzzle	1.00		34.99	34.99	0.00	34.99
CF4583	Heavy Herbert	2.00		63.99	127.98	0.00	127.98
CF7504	Wipe Clean Break Box	1.00		294.99	294.99	0.00	294.99
CF7519	Label for Wipe Clean Break Box	1.00		0.00	0.00	0.00	0.00
CF7520	Guide for Wipe Clean Break Box	1.00		0.00	0.00	0.00	0.00
CF7042	Weighted Sensory Knot Ball	1.00		117.99	117.99	0.00	117.99
SP7193	Interactive Rainbow Panel	1.00		1,109.99	1,109.99	0.00	1,109.99
SP7169	Sensory Corridor Wall Panel	1.00		3,989.00	3,989.00	0.00	3,989.00
SP7284	Round Gel Tile Purple	2.00		45.99	91.98	0.00	91.98
SP7285	Round Gel Tile Blue	1.00		45.99	45.99	0.00	45.99
CF6650	SensaSoft Compression Canoe Teal	1.00		979.00	979.00	0.00	979.00
CF7326	Sensory Wall Panel Small	2.00		55.99	111.98	0.00	111.98
CF7327	Sensory Wall Panel Medium	2.00		95.99	191.98	0.00	191.98
CF7328	Sensory Wall Panel Large	1.00		129.99	129.99	0.00	129.99
SP6703	Sensory Vibrating Neck Pillow	1.00		64.99	64.99	0.00	64.99
CF6725	Weighted Disc Blanket	1.00		209.99	209.99	0.00	209.99
CF4584	Mushy Smushy Beanbag Chair	2.00		71.99	143.98	0.00	143.98
CF7237	Weighted Plaid Blanket-Small	1.00		139.99	139.99	0.00	139.99
MW6254	EnviroSafe 4' x 6' Royal Blue Folding Mat - 4 sided velcro	5.00		289.99	1,449.95	0.00	1,449.95
SWING6354	5'x5' Tower at 5' Hig	1.00		3,480.00	3,480.00	0.00	3,480.00
SWING6613	Flat Step Access Ladder	1.00		315.00	315.00	0.00	315.00
SWING6426	Access Railing	1.00		67.50	67.50	0.00	67.50
SWING-Misc	3 Position MB Climber Beam	1.00		1,327.50	1,327.50	0.00	1,327.50
SWING6458	Tic Tac Toe	1.00		145.00	145.00	0.00	145.00
SWING-Misc	MC Cargo Net & Rock Wall Combo	1.00		1,630.00	1,630.00	0.00	1,630.00
SWING6492	Tower Mounting Ladder	1.00		392.50	392.50	0.00	392.50
SWING6457	Bubble Panel	1.00		490.00	490.00	0.00	490.00
MW6181	Belt Swing- Blue	1.00		74.99	74.99	0.00	74.99
SWING-Misc	Dual Rider	1.00		260.00	260.00	0.00	260.00
MW7656	Web Swing Chair	1.00		179.99	179.99	0.00	179.99
SP7286	Fiber Optic Integrated Mirror	1.00		1,879.99	1,879.99	0.00	1,879.99

PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
SWING-Misc	Delivery & Installation for the Play System	1.00		1,295.00	1,295.00	0.00	1,295.00
S&H	Shipping and Handling	1.00		5,000.00	5,000.00	0.00	5,000.00
<i>We look forward to working with you!</i>						TOTAL: \$55,193.99	

Please email purchase orders to accounts@funandfunction.com or mail a check with a copy of the quote to the address above. For questions related to your quotation, please contact your sales associate or email customercare@funandfunction.com.

JAE



11 Fiber Optic Integrated Mirror
(Not Shown)

Fun and Function LLC
 PO Box 11
 Merion Station, Pennsylvania 19066
 Phone: 800-231-6329



Quotation 512196

CUSTOMER NO. R13380

MS

BILL TO:

Rocky Point Union Free School District
 Accounts Payable
 90 Rocky Point Yaphank Rd
 Rocky Point, NY 11778

SHIP TO:

Rocky Point Middle School
 Jennifer Silverman
 90 Rocky Point Yaphank Rd
 Rocky Point, NY 11778

DATE	SERVICE REP	TERMS
5/31/2021	Batsheva Morris	

P.O. NUMBER	QUOTE DATE	EXPIRATION DATE
	5/31/2021	8/29/2021

PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
SP7174	Sensory Fiber Optic Fountain	1.00		1,659.99	1,659.99	0.00	1,659.99
SC7259	Sensory Corner Den	1.00		7,508.99	7,508.99	0.00	7,508.99
CF6498	14 inch LED Cube	1.00		149.99	149.99	0.00	149.99
CF6497	8in. LED Cube	1.00		99.99	99.99	0.00	99.99
SP7376	Cloud Mirror Standard	2.00		518.99	1,037.98	0.00	1,037.98
SP7193	Interactive Rainbow Panel	1.00		1,109.99	1,109.99	0.00	1,109.99
VS5720	Crash Mat and Cover Set 3x4	1.00		169.99	169.99	0.00	169.99
CF7326	Sensory Wall Panel Small	4.00		55.99	223.96	0.00	223.96
CF7327	Sensory Wall Panel Medium	4.00		95.99	383.96	0.00	383.96
CF7328	Sensory Wall Panel Large	1.00		129.99	129.99	0.00	129.99
LS3843	Fiber Optic Softie Beanbag for Calming	1.00		1,999.99	1,999.99	0.00	1,999.99
SP7171	Sensory Fiber Optic Carpet w Lightsource	2.00		1,118.99	2,237.98	0.00	2,237.98
SP7109	Weighted Shimmery Turtle	1.00		61.99	61.99	0.00	61.99
SP7012	Gel Floor Tiles Multicolored-4 pack (green, blue, purple, red)	2.00		189.99	379.98	0.00	379.98
SP6662	SensaSoft Squeezie Seat	1.00		339.99	339.99	0.00	339.99
CF6726	Mega Mushy Smushy	1.00		79.99	79.99	0.00	79.99
MS6728	Calming Fiber Optic Jellyfish	1.00		1,589.00	1,589.00	0.00	1,589.00
SP7172	Sensory Steplite	1.00		2,299.99	2,299.99	0.00	2,299.99

PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
CF7504	Wipe Clean Break Box	1.00		294.99	294.99	0.00	294.99
CF7519	Label for Wipe Clean Break Box	1.00		0.00	0.00	0.00	0.00
CF7520	Guide for Wipe Clean Break Box	1.00		0.00	0.00	0.00	0.00
CF4583	Heavy Herbert	2.00		63.99	127.98	0.00	127.98
CF6119	Super Classroom Break Box	1.00		499.99	499.99	0.00	499.99
SP7217	UV Musical Tactile Panel	1.00		1,799.99	1,799.99	0.00	1,799.99
CF6501	LED Chair	4.00		209.99	839.96	0.00	839.96
SP7272	SensaSoft™ Calming Infinity Tunnel	1.00		2,759.99	2,759.99	0.00	2,759.99
SP7270	SensaSoft Calming Music Touch Wall only	1.00		5,499.99	5,499.99	0.00	5,499.99
SP7295	Round Gel Tile Set of 4	1.00		179.99	179.99	0.00	179.99
SP7232	SensaSoft Vibrocoustic Chair	1.00		1,999.99	1,999.99	0.00	1,999.99
MW6254	EnviroSafe 4' x 6' Royal Blue Folding Mat - 4 sided velcro	1.00		289.99	289.99	0.00	289.99
ST4351	Concentration Rocker- Blue	1.00		169.99	169.99	0.00	169.99
SP7175	Projector Package with 3 wheels	1.00		999.99	999.99	0.00	999.99
S&H	Shipping and Handling	1.00		4,170.00	4,170.00	0.00	4,170.00

We look forward to working with you!

TOTAL: (USD) \$41,096.58

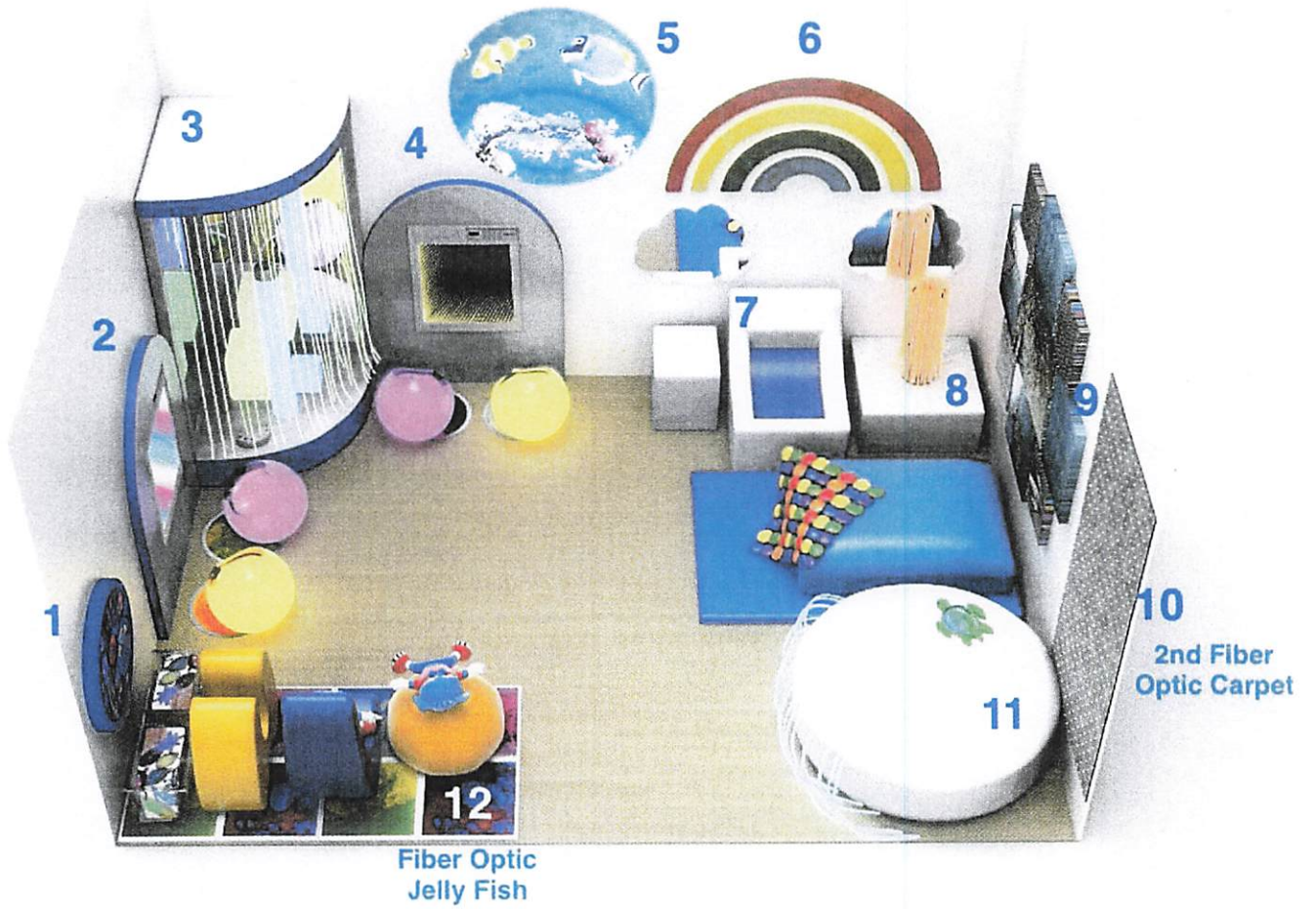
Please email purchase orders to accounts@funandfunction.com or mail a check with a copy of the quote to the address above. For questions related to your quotation, please contact your sales associate or email customercare@funandfunction.com.

Quotation Acceptance:

Signature :

Print Name:

MS



Fun and Function LLC
 PO Box 11
 Merion Station, Pennsylvania 19066
 Phone: 800-231-6329



Quotation 512203

CUSTOMER NO. R13380

HS

BILL TO:

Rocky Point Union Free School District
 Megan McGuire
 90 Rocky Point Yaphank Rd
 Rocky Point, NY 11778

SHIP TO:

Rocky Point Middle School High School
 Jennifer Silverman
 90 Rocky Point Yaphank Rd
 Rocky Point, NY 11778

DATE	SERVICE REP	TERMS
5/31/2021	Batsheva Morris	
P.O. NUMBER	QUOTE DATE	EXPIRATION DATE
	5/31/2021	8/29/2021

PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
SC7259	Sensory Corner Den	1.00		7,508.99	7,508.99	0.00	7,508.99
CF6498	14 inch LED Cube	1.00		149.99	149.99	0.00	149.99
CF6497	8in. LED Cube	1.00		99.99	99.99	0.00	99.99
CF6725	Weighted Disc Blanket	1.00		209.99	209.99	0.00	209.99
SP7272	SensaSoft™ Calming Infinity Tunnel	1.00		2,759.99	2,759.99	0.00	2,759.99
SP7270	SensaSoft Calming Music Touch Wall only	1.00		5,499.99	5,499.99	0.00	5,499.99
SP7280	SensaSoft UV Musical Tactile Panel (Wall only)	1.00		2,165.99	2,165.99	0.00	2,165.99
MW6253	EnviroSafe 4' x 6' White Gym Folding Mat - 4 Sided Velcro	1.00		289.99	289.99	0.00	289.99
VS5720	Crash Mat and Cover Set 3x4	1.00		169.99	169.99	0.00	169.99
SP7174	Sensory Fiber Optic Fountain	1.00		1,659.99	1,659.99	0.00	1,659.99
SP7376	Cloud Mirror Standard	2.00		518.99	1,037.98	0.00	1,037.98
SP7193	Interactive Rainbow Panel	1.00		1,109.99	1,109.99	0.00	1,109.99
SP7171	Sensory Fiber Optic Carpet w Lightsource	2.00		1,118.99	2,237.98	0.00	2,237.98
LS3843	Fiber Optic Softie Beanbag for Calming	1.00		1,999.99	1,999.99	0.00	1,999.99
SP7012	Gel Floor Tiles Multicolored-4 pack (green, blue, purple, red)	2.00		189.99	379.98	0.00	379.98
CF7326	Sensory Wall Panel Small	4.00		55.99	223.96	0.00	223.96
CF7327	Sensory Wall Panel Medium	4.00		95.99	383.96	0.00	383.96

PART NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	EXT. PRICE	TAX	LINE TTL
CF7328	Sensory Wall Panel Large	1.00		129.99	129.99	0.00	129.99
CF7504	Wipe Clean Break Box	1.00		294.99	294.99	0.00	294.99
CF7519	Label for Wipe Clean Break Box	1.00		0.00	0.00	0.00	0.00
CF7520	Guide for Wipe Clean Break Box	1.00		0.00	0.00	0.00	0.00
CF6544	Bubble Table	1.00		999.99	999.99	0.00	999.99
CF6444	In A Pickle	1.00		37.99	37.99	0.00	37.99
MS6728	Calming Fiber Optic Jellyfish	1.00		1,589.00	1,589.00	0.00	1,589.00
SP7492	Squeeze me seat	2.00		586.99	1,173.98	0.00	1,173.98
CF6650	SensaSoft Compression Canoe Teal	1.00		979.00	979.00	0.00	979.00
SP6703	Sensory Vibrating Neck Pillow	1.00		64.99	64.99	0.00	64.99
SP7185	SensaSoft Wall Unit only	1.00		749.99	749.99	0.00	749.99
SP7351	Interactive Moodlight	1.00		1,903.99	1,903.99	0.00	1,903.99
SP7295	Round Gel Tile Set of 4	1.00		179.99	179.99	0.00	179.99
CF6501	LED Chair	2.00		209.99	419.98	0.00	419.98
CF6502	LED Spool Chair	2.00		209.99	419.98	0.00	419.98
SP7062	Tough & Textured Beanbag Chair	2.00		249.99	499.98	0.00	499.98
SP7232	SensaSoft Vibrocoustic Chair	1.00		1,999.99	1,999.99	0.00	1,999.99
CF7042	Weighted Sensory Knot Ball	1.00		117.99	117.99	0.00	117.99
SP7172	Sensory Steplite	1.00		2,299.99	2,299.99	0.00	2,299.99
CF6986	Busy Fingers Weighted Sensory Pillow	1.00		75.99	75.99	0.00	75.99
CF7164	Teen Break Box New	1.00		395.99	395.99	0.00	395.99
CF6275	Teen Break Box Label	1.00		0.00	0.00	0.00	0.00
S&H	Shipping and Handling	1.00		4,000.00	4,000.00	0.00	4,000.00

We look forward to working with you!

TOTAL: (USD) \$46,222.53

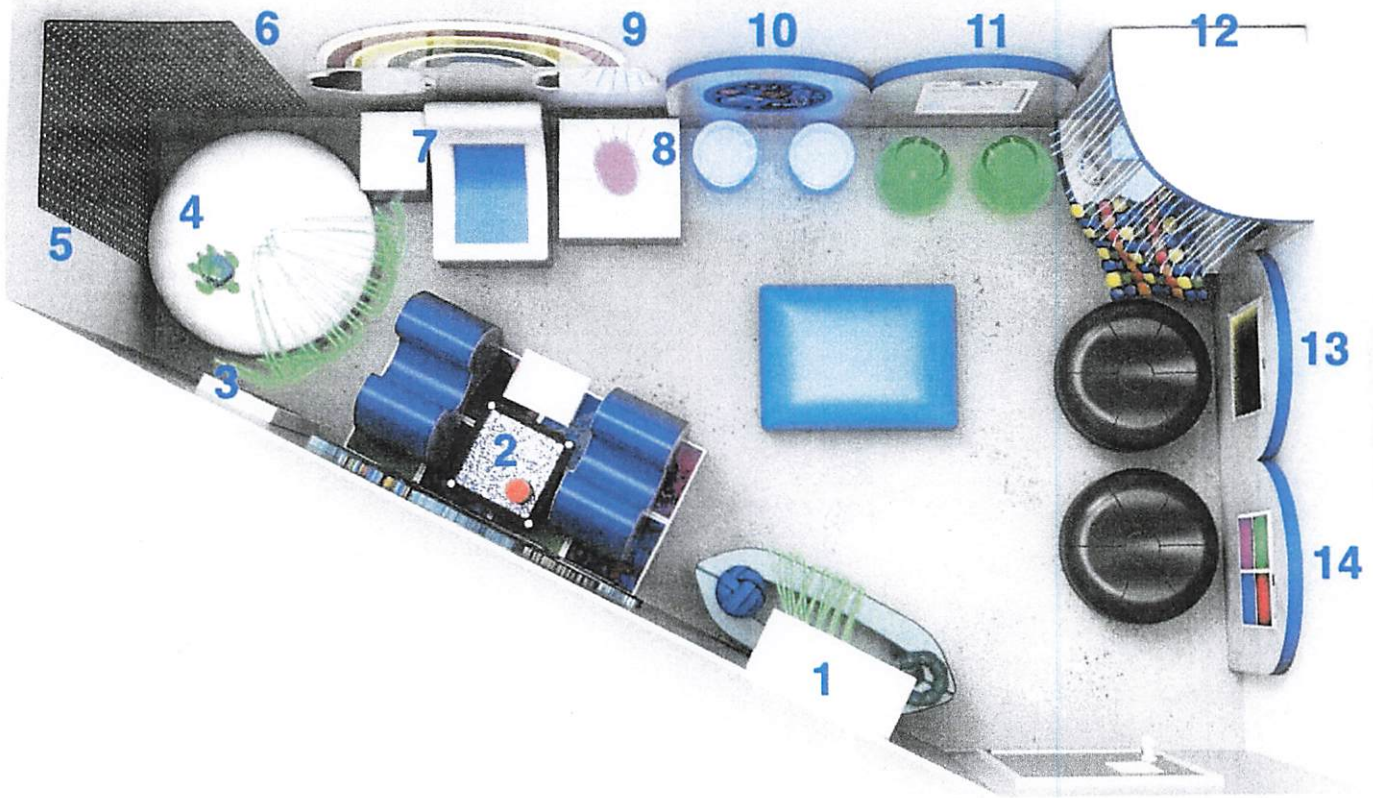
Please email purchase orders to accounts@funandfunction.com or mail a check with a copy of the quote to the address above. For questions related to your quotation, please contact your sales associate or email customercare@funandfunction.com.

Quotation Acceptance:

Signature :

Print Name:

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p:631-838-7183
a:1394a Roanoke Ave Riverhead, NY 11901
w: www.ficrli.com

Rocky Point Union Free School District
90 Rocky Point Yaphank Rd.
Rocky Point, NY 11778

To Whom it May Concern:

The Project Presence Program by Family Integrated Consulting and Resources is the sole provider of our comprehensive integrative, social, emotional, learning (IMSEL) program. Our district and building wide professional development training support and enhance educator's social-emotional resources and the integration of school-based approaches to support students' academic, social, and emotional development.

Project Presence by FICR has had the great privilege of being in the Rocky Point School District for the past 3 academic years and look forward to continuing this work to further support the district's IMSEL implementation as well as supporting the student body as they re-enter post COVID-19 pandemic.

Sincerely,

Joshua Hendrickson, PhD

Project Presence by FICR
Integrative Mental Health Social and Emotional Learning
Professional Development Program
www.ficrli.com

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Integrative Mental Health Social Emotional Learning Cohort Model

Integrative Mental Health and Social-Emotional (IMSEL) professional development training for social and emotional learning is intended to support and enhance educator's social-emotional resources and the integration of school-based approaches to support students' academic, social, and emotional development. The program is delivered in (4) full-day small group experiential-based training followed by (5) integrative coaching sessions with an emphasis on whole-person development and SEL instruction over the course of one academic year.

The IMSEL training is a relational-based integrative whole-child development approach that brings together evidence-based mind-body medicine, narrative, trauma-informed, and restorative justice practices. The program is informed from the science and the practice of mindfulness, movement-based practices, integrative nutrition, restorative practice, and trauma-informed care. The IMSEL program is aligned with NYS standards for SEL and Mental Health.

These practices are known to:

- support healthy emotion regulation and social relationships
- improve immune system functioning and support overall health and wellness
- reduce stress for students
- safeguard against teacher burnout, compassion fatigue, and stress-related conditions
- increase self and social awareness
- improve healthy and responsible decision making

Training Includes

- Over 26 hours professional development
- Teacher Wellness Package 50 licenses for website content www.feedingyourlife.com
- IMSEL Comprehensive Guide (digital version)
- Classroom Integration Support (2) Free Webinars in a calendar year www.fierli.com
- access to our online learning management system and community
- Pre/Post Program Evaluations and Teacher Insights
- 50 Posters of Emotional Check-in tool

Program Schedule

- (2) In person full training days (8:00am-2:00pm)
- (4) Virtual ½ training days (3 hours)
- (5) Coaching sessions hybrid (30 minutes)

IMSEL Ambassador Training for Educators

The Ambassador Training for Educator professional development is intended to train educators to become ambassadors of the IMSEL work and become equipped to facilitate small group coaching for students on mind-body wellness practices. This training will especially focus on how staff can support the reentering and reengaging of the student body.

This training will place emphasis on using empowering and engaging language to support student social-emotional and academic growth. This training will provide non-certified educators with developmental insights into students' emotional growth and how they can be instrumental in helping students become more emotionally intelligent, healthy, and resilient. This training will place emphasis on restorative and trauma-informed approaches for health educator-student relationships.

This program will include (4) full training days and (6) group coaching session throughout the year to continually support the cohort with implementation.

Advanced Training

The advanced training in IMSEL program is for graduates of the Project Presence Model for IMSEL year-long training. The advanced training program consists of a series of full-day, individual, and group coaching sessions. The training is delivered in a hybrid model consisting of *in-person, webinar, and asynchronous learning. This training program will equip educators with in-depth knowledge and experiential training to further integration of our Core IMSEL domains. Participants will be immersed in an IMSEL coaching model to support sustainable SEL approaches in classrooms, buildings, and districts.

Objectives

- Understand and integrate advanced Frameworks for SEL
- IMSEL Curriculum Development and Design
- Provide educators with an IMSEL coaching model to support SEL integration in their classroom, building, and district.
- Integration of the principles of Trauma-Informed Care

Areas of Content

- Up-to-date research from the field of mind-body medicine
 - Best practices for cultivating educator and student well-being
 - Psychoeducation on topics related to community mental health
 - Trauma-Informed Care
 - Motivational Interviewing application in educator-student relationships
-
- (3) Full Day Training Sessions
 - (3) Group Coaching Sessions

Introduction Training for Non-Certified Educators

The Introduction to Integrative Mental Health and Social Emotional Learning (IMSEL) professional development is intended to support and enhance non-teaching faculty members' social-emotional resources and the integration of school-based approaches to support students' academic, social, and emotional development.

This training will place emphasis on using empowering and engaging language to support student social-emotional and academic growth. This training will provide non-certified educators with developmental insights into students' emotional growth and how they can be instrumental in helping students become more emotionally intelligent, healthy, and resilient. This training will place emphasis on restorative and trauma-informed approaches for health educator-student relationships.

IMSEL K-12 School Nurse Training

Integrative Mental Health for School-based Nursing

Training Day 1: Nurses Self-Care Workshop

In this workshop we will focus on the primacy of nurses engaging in a practice of self-compassion and self-care to support a culture of caring which begins with nurses' compassionate care of self and leads to compassionate care of students. We will explore the American Nurses Association Code of Ethics and the International Council of Nurses Competency Standards that support the practice of self-care as a professional expectation inherent in the role of the nurse. Through experiential practice we will focus on incorporating self-care into everyday personal and professional life in a meaningful and sustainable practice that will include: breathing as a primary mindfulness tool, emotional freedom techniques (EFT), guided imagery, progressive muscle relaxation, and developing awareness of thoughts and feelings and how to be fully present during nurse-student interactions.

The workshop will allow us to discover the natural fit between mindfulness and mind-body medicine philosophy and the nursing practice theory of Watson's Theory of Human Caring. This focus on the culture of caring in nursing will aim to help the nurse to listen to themselves in a clear and authentic way, ultimately leading us to 'hear' our students as they 'tell' us their experience that has led them to the nurses' office.

Lastly, through the lens of Orem's Self-Care Theory we will learn how to incorporate these self-care modalities in our student and community teachings to empower district community members to live mindfully every day.

Training Day 2: Student Somatic Complaints and Integrative Approaches to Student Well-being

A great deal of student nursing requires the nurse to listen to not only the story of the child but also to make thorough and accurate diagnosis in a short period of time to determine the right

amount of intervention. Chronic and intermittent somatic complaints of students are difficult to assess, diagnosis, and treat in school-based health settings. These complaints are often presented as headaches, nausea, and hard to define stomach pain and are not easily explained from a medical perspective. Complaints of this nature are known to account for a disproportionate use of school health resources. These complaints are also associated with psychosocial variables of anxiety and depression, childhood adversity (illness, trauma, divorce), and school related stress. Effective and practical treatment approaches to these complicated child issues require accurate identification, appropriate referral, screening for associated conditions, individualized treatment plan in order to assist the students to return to class healthy and ready to learn.

This workshop will focus on

- General somatic complaint presentation
- The psychosocial variables associated with somatic complaints
- Exploration of effective Mind-body skills sets for in school intervention
- Review potential referral protocols and screening options
- Integration of Mind-Body Medicine practices for the development of individualized treatment plans

Training Day 3: Mind-Body Practices for Somatic Complaints in children in School Settings

Guided Imagery Techniques and progressive muscle relaxation exercises are known to be a rapid, sustained, and clinically effective approach with little-to-no associated side effects in the treatment somatic based complaints in school age children. These practices also come with little financial cost. This workshop will explore these techniques in the context of school age children somatic complaints. This workshop will provide nursing staff with the underlying principles of practice and will also support nurses in the development of skillful implementation of these practices to use within school-based medical settings.

- Clinical use of guided imagery and progressive muscle relaxation exercises
- Principles and practice of mind-body medicine
- How to integrate practices into nurse led behavioral intervention plans

IMSEL K-12 School Psychologist and Social Worker Training

Resilience and Empowerment Training

(4) Full Day training on topics of Integrative Mental Health and Social Emotional Learning designed specifically professional school support staff. The Resilience and Empowerment training program is intended to support and enhance school support personal (psychologists, social workers, and guidance counselors) social *emotional resources and the integration of school-based approaches to support students' academic, social, and emotional development.* The

program is delivered in four full day small group experiential-based training sessions *over the course of one academic year.*

The program is a highly experiential and integrative approach that uses practices such as meditation, guided imagery, autogenic training, breath work, movement, self-expression and other approaches taught in a supportive environment.

The evidence-based skills learned have been empirically shown to help lower levels of stress, improve mood, enhance resilience and optimism, and help prevent chronic health conditions. These skills include:

- Meditation – Several different kinds, including concentrative, mindfulness, and expressive meditations – all of which promote relaxed, moment to moment awareness.
- Guided Imagery – To mobilize your imagination, to improve physiological functioning, and address concerns and problems that have previously resisted solutions.
- Autogenic training & Biofeedback – To develop control over autonomic system functioning, reduce stress, and bring mind and body into balance.
- Breath Work – Enhance your health through breath awareness
- Movement – To release stress and increase energy.
- Self-expression – in words in journaling and drawing, to find solutions to previously insoluble problems

Foundations of IMSEL

Foundations of IMSEL

The IMSEL New Teacher training is designed to introduce educators new to the district to the foundational concepts of integrative mental health and social emotional learning and to their school districts SEL initiatives. The aim of this training is to promote awareness around healthy whole child development and introduce the practices, skills, and approaches to meet the social, emotional, and academic needs of students. This training will provide new faculty with theoretical and evidenced-based practical knowledge of whole child development and education. Faculty will engage in experiential SEL practices throughout this training.

IMSEL Leadership Training for School Administrators

The IMSEL Administrator Training program is designed to support school administrators with up-to-date theoretical-, skill-, and practice -based knowledge from the fields of neuroscience, mind-body medicine, and trauma informed, restorative and narrative practice. The aim of this training is to provide administrators with macro-level and micro-level frameworks which foster healthy whole child development within the context of their school culture and climate. Additionally, this workshop will provide administrators with frameworks to successfully lead the integration IMSEL practices, skills, and approaches to meet the social, emotional, and academic needs of students and educators in their setting. A special emphasis will be placed on supporting administrators application of intrinsic motivational-based approaches within their builds to support buy-in and successful use of IMSEL practices and structures. Finally,

Administrators will engage in experiential exercises and practices designed to foster professional self-care therefore supporting their sustainability in their work.

District-Wide Faculty Meeting Presentations

Trauma-Informed and Trauma Sensitive Schools

(2) 1 hour faculty meeting-based trainings

The Trauma-Informed and Trauma Sensitive Schools training is designed to support educators with relevant theoretical and practical knowledge about the ways trauma impacts students, communities, and educational systems. The aim of this training is to promote awareness regarding how trauma disrupts students' social-emotional development provide teachers with a framework for practice with students who have experienced or are currently experiencing trauma.

In District Programs for Parents and Caregivers in the Community

This 3-part training program is geared for parents and caregivers in the community to support the return to full time, in-person, learning at school in the context of the COVID-19 pandemic from integrative mental health and social-emotional learning perspective.

Objectives:

- Learn the definition of integrative mental health and SEL
- Understand the effects of trauma and adversity on child development
- Learn how to support emotional health for during re-entry
- Develop home-based IMSEL support practices for the family

IMSEL Foundations for Parents and Caregivers in the Community

This workshop offers parents and guardians an opportunity to learn the foundational Integrative Mental Health Social Emotional Learning (IMSEL) skills to support both themselves and their students in their home environment and throughout the return to full time, in-person school. The workshop provides evidence-based practices from the fields of education, child developmental psychology, mind-body medicine, health and wellness, pediatric nursing, neuroscience, interpersonal neurobiology, social work, positive and health psychology. This workshop will connect the Integrative Mental Health Social Emotional Learning work in the classroom to the home setting, enhancing whole-family's resiliency, and supporting changes at home with parents transitioning to the workplace and their students to in-school learning.

A workshop series will be offered for each building community to address the developmental ages.

Returning, Re-engaging, Recovering

This workshop will provide psychoeducation regarding the effects of trauma and adverse events on child development while offering experiential practices to support community recovery. Additionally, this program will address common emotional health-related challenges that may be present for the school-community surrounding returning to in-person learning. Parents and caregivers will learn about person-centered approaches and intrinsic motivational approaches to support the student-parent relationships during this transitional time.

Student stress, Screen time, and the Mind-Body connection: Implications for learning relationships

This workshop explores the links between screen time and student stress as it relates to children's social and emotional development. Parents and caregivers will explore the impact between the effects of prolonged and cumulative screen time use and student stress through an integrative and relational-based perspective. Also, this workshop will provide guardians with useful and meaningful ways to reduce screen time and stress through an integrative mental health approach while promoting meaningful parent-child and peer-to-peer socialization skills for this transitional time.

Fee Schedule

2021-2022

Full Day (6 hours) \$1800.00 per trainer

*Full Day training consists of Lunch/Nutrition Workshop \$300

Half Day Trainer (3.5 hours) \$900.00 per trainer

Hourly Individual Coaching Rate \$125 per session

Hourly Group Coaching Rate \$175 per session/ per trainer

(group coaching has 2 coaches)

Hourly Training Rate \$175 per hour

Hourly Consulting Rate \$300 per hour

90 Minute Workshop \$300

*Cohort Rates based on 18 Person cohort

Overview: Year 1

Program	Training	Staffing	Units	Unit Price	Total
School Nurse	Full Day Training x3	1.25 Trainer	3	\$1,800	\$6,750
	*Lunch x3	1 Trainer	3	\$300	\$900
Psych/Social Workers	Full Day Training x4	1 Trainer	4	\$1,800	\$10,800
	*Lunch x4	1 Trainer	4	\$300	\$1,200
New Teacher	2 Hour	1 Trainer	2	\$175	\$350
Administrator	Full Day Training x2	1.25 Trainer	2	\$1,800	\$4,500
	*Lunch x2	1 Trainer	2	\$300	\$600
Faculty Meeting @FJC	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @JAE	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @ RPMS	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @RPHS	2 Hour	1 Trainer	2	\$175	\$350
IMSEL Training @FJC	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @FJC	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 18 person cohort				

IMSEL Training @JAE	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @JAE	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 16 person cohort				
IMSEL Training @RPMS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @RPMS	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 16 person cohort				
IMSEL Training @RPHS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @RPHS	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 16 person cohort				
IMSEL Ambassador Training @FJC	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @FJC	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100
	*6 Days				
IMSEL Ambassador Training @JAE	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @JAE	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100
	*6 Days				
IMSEL Ambassador Training @RPMS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @RPMS	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100

	*6 Days				
IMSEL Ambassador Training @RPHS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @RPHS	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100
	*6 Days				
Parent Community Workshops @ FJC	90 Minute Workshop	1 Trainer	3	\$300	\$900
Parent Community Workshops @ JAE	90 Minute Workshop	1 Trainer	3	\$300	\$900
Parent Community Workshops @ RPMS	90 Minute Workshop	1 Trainer	3	\$300	\$900
Parent Community Workshops @ RPHS	90 Minute Workshop	1 Trainer	3	\$300	\$900
Total:					\$160,300

Overview: Year 2

Program	Training	Staffing	Units	Unit Price	Total
New Teacher	2 Hour	1 Trainer	2	\$175	\$350
Administrator	Full Day Training x2	1.25 Trainer	2	\$1,800	\$4,500
	*Lunch x2	1 Trainer	2	\$300	\$600

Faculty Meeting @FJC	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @JAE	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @ RPMS	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @RPHS	2 Hour	1 Trainer	2	\$175	\$350
IMSEL Training @FJC	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @FJC	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 18 person cohort				
IMSEL Training @JAE	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @JAE	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 18 person cohort				
IMSEL Training @RPMS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @RPMS	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 18 person cohort				
IMSEL Training @RPHS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
	*Lunch x4	1 Trainer	4	\$300	\$1,200
IMSEL Training @RPHS	Coaching: 5 Sessions per person	1 Trainer	90	\$125	\$11,250
	*Based on 18 person cohort				
IMSEL Ambassador Training @FJC	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000

IMSEL Ambassador Training @FJC	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100
	*6 Days				
IMSEL Ambassador Training @JAE	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @JAE	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100
	*6 Days				
IMSEL Ambassador Training @RPMS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @RPMS	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100
	*6 Days				
IMSEL Ambassador Training @RPHS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Training @RPHS	Group Coaching: Virtual	2 Trainers	6	\$350	\$2,100
	*6 Days				
Parent Community Workshops @ FJC	90 Minute Workshop	1 Trainer	3	\$300	\$900
Parent Community Workshops @ JAE	90 Minute Workshop	1 Trainer	3	\$300	\$900
Parent Community Workshops @ RPMS	90 Minute Workshop	1 Trainer	3	\$300	\$900
Parent Community Workshops @ RPHS	90 Minute Workshop	1 Trainer	3	\$300	\$900
Total:					\$140,650

Overview: Year 3

Program	Training	Staffing	Units	Unit Price	Total
New Teacher	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @FJC	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @JAE	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @RPMS	2 Hour	1 Trainer	2	\$175	\$350
Faculty Meeting @RPHS	2 Hour	1 Trainer	2	\$175	\$350
Advanced IMSEL Training @FJC	Full Day Training x3	1.25 Trainer	3	\$1,800	\$5,400
	*Lunch x3	1 Trainer	3	\$300	\$900
Advanced IMSEL Training @FJC	Coaching: 3 Sessions per person *Based on 18 person cohort	1 Trainer	54	\$125	\$6,750
Advanced IMSEL Training @JAE	Full Day Training x3	1.25 Trainer	3	\$1,800	\$5,400
	*Lunch x3	1 Trainer	3	\$300	\$900
Advanced IMSEL Training @JAE	Coaching: 3 Sessions per person *Based on 18 person cohort	1 Trainer	54	\$125	\$6,750
Advanced IMSEL Training @RPMS	Full Day Training x3	1.25 Trainer	3	\$1,800	\$5,400
	*Lunch x3	1 Trainer	3	\$300	\$900
Advanced IMSEL Training @RPMS	Coaching: 3 Sessions per person *Based on 18 person cohort	1 Trainer	54	\$125	\$6,750
Advanced IMSEL Training @RPHS	Full Day Training x3	1.25 Trainer	3	\$1,800	\$5,400
	*Lunch x3	1 Trainer	3	\$300	\$900
Advanced IMSEL Training @RPHS	Coaching: 3 Sessions per person *Based on 18 person cohort	1 Trainer	54	\$125	\$6,750

IMSEL Ambassador Training @FJC	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @FJC	Group Coaching: Virtual *6 Days	2 Trainers	6	\$350	\$2,100
IMSEL Ambassador Training @JAE	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @JAE	Group Coaching: Virtual *6 Days	2 Trainers	6	\$350	\$2,100
IMSEL Ambassador Training @RPMS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Ambassador Training @RPMS	Group Coaching: Virtual *6 Days	2 Trainers	6	\$350	\$2,100
IMSEL Ambassador Training @RPHS	Full Day Training x4	1.25 Trainer	4	\$1,800	\$9,000
IMSEL Training @RPHS	Group Coaching: Virtual *6 Days	2 Trainers	6	\$350	\$2,100
Parent Community Workshops @ FJC	90 Minute Workshop	1 Trainer	2	\$300	\$600
Parent Community Workshops @ JAE	90 Minute Workshop	1 Trainer	2	\$300	\$600
Parent Community Workshops @ RPMS	90 Minute Workshop	1 Trainer	2	\$300	\$600
Parent Community Workshops @ RPHS	90 Minute Workshop	1 Trainer	2	\$300	\$600
Total:					\$100,750

3-Year Commitment Total

Year 1	\$ 160,300.00
Year 2	\$ 140,650.00
Year 3	\$ 100,750.00
Total	\$ 401,700.00



PROPOSAL FOR NSYC COUNSELING SERVICES
ROCKY POINT SCHOOL DISTRICT

NORTH SHORE YOUTH COUNCIL
P.O. BOX 1286
ROCKY POINT, NY 11778

631.744.0207
WWW.NSYC.COM

PRESENTED TO:
DR. SCOTT T. O'BRIEN
SUPERINTENDENT OF SCHOOLS
ROCKY POINT SCHOOL DISTRICT

PREPARED BY:
NORTH SHORE YOUTH COUNCIL

INTRODUCTION

As the United States continues to recover from the COVID-19 pandemic, there have been growing concerns regarding its long-term effects on the mental health of our youth. The pandemic created a global atmosphere of fear and uncertainty, and uprooted stability in areas like employment, income, food, housing, and healthcare. This unfortunately left many individuals feeling anxious not just about the coronavirus itself, but the subsequent fallout and lingering effects on the future.

Children and teenagers in particular have been extremely vulnerable to these issues, beginning with school closures and the suspension of social and recreational activities. Youth quickly felt the effects of disruptions to peer socialization, extracurricular activities and athletics, teacher and mentor support, and intervention services. Their experiences in many cases were exacerbated by compounding factors related to stress felt by parents and guardians, as well as social, cultural, political, and economic tensions. For youth that were already struggling socially and academically prior to the pandemic, it is becoming increasingly critical to be proactive in developing pathways to build resiliency and consistency, and to set expectations for a healthy and positive return to school next year.

Mitigating mental health issues, breaking the stigma associated with mental health and prevention, and increasing access to services have always been a challenge. Now, the pandemic-related consequences that youth have been and are continuing to experience, bring mental health into renewed focus.

ABOUT NORTH SHORE YOUTH COUNCIL

NSYC is a not-for-profit community-based agency, dedicated to helping youth and families cope in today's changing world. NSYC offers comprehensive evidence-based enrichment, recreation, prevention, and counseling services to youth and families, as well as community education to individuals of the North Shore area. These services include: individual and family counseling (contemporary issues such as alcohol and substance abuse, divorce, peer pressure, dating, self-esteem, gender identity, mental health, social/family issues, etc.), youth job linkage services, school age child care, cross-age mentoring programs, middle school afternoon recreation, summer recreation, and evening teen recreation. Our programs, which are designed to help young people develop the life skills necessary to become responsible, successful adults, extend into the community through partnerships with the schools, local businesses, and a variety of projects and agencies.

PROPOSAL

Working in partnership within the mission of NSYC and the Rocky Point School District, NSYC seeks to provide the district with four (4) NSYC Counselors to deliver quality services and programs during the school day that support the mental health needs of students.

The goal is to identify and resolve issues that are significantly impacting youth's ability to succeed in the classroom and in a variety of social settings, build students' developmental assets and resiliency by supporting youth who may be struggling with various issues, provide a safe and confidential space for youth to communicate, and become a bridge between school and the home.

Services and responsibilities:

The responsibility of the Counselors shall include, but not be limited to, student counseling and other student support and intervention activities as deemed appropriate by the administration. The Counselors will work closely with NSYC staff, building principals, and guidance departments. Counselors will have strong educational backgrounds, with emphasis on crisis intervention and substance abuse prevention.

NSYC will provide the District with youth development programs during and beyond the school day, crisis intervention, intake and assessment referrals for family counseling, suicide prevention, drug and alcohol prevention, as well as any additional special programs requested by the Administration. NSYC will also offer opportunities that include positive alternatives for youth, mentoring programs, parent education and awareness workshops, enrichment programs, summer prevention programs, special events beyond the school day, and basic concrete services.

The Counselors provided to perform the services shall be free to exercise their own professional discretion as to the means and manner in which these services are to be performed in compliance with applicable regulations and pursuant to New York State law. However, such performance shall be in accordance with all Federal, State, Local and/or School District laws, rules, regulations and/or policies, as well as currently approved methods and practices of their profession.

NSYC shall be responsible for compliance with the requirements of Project SAVE and the SAFE SCHOOL ACTS with respect to the professionals providing the services. NSYC will verify the existence and validity of professional licenses and other required credentials. All individuals providing services by or through NSYC under an agreement with the District shall have received appropriate fingerprinting clearances as required by law.

NSYC shall procure and maintain the following insurance policies naming the School District as additional insured: (i) malpractice insurance covering all services performed pursuant to our agreement and having coverage limits of at least \$1,000,000 per incident and \$3,000,000 each occurrence and aggregate. Umbrella/Excess coverage shall be on a follow-form basis over the required General Liability and Professional Liability coverage; (ii) Comprehensive General Liability in the amount of \$1,000,000 per occurrence/\$2,000,000 aggregate, with coverage for sexual misconduct. Sub-limits below the policy limits

for sexual misconduct coverage are acceptable solely at the discretion of the District/BOCES. Upon the execution of an agreement, Council will supply the School District with a Certificate of Insurance evidencing same.

NSYC will agree to defend, indemnify and hold harmless the School District, its Board of Education, the Board's agents, officers, trustees, attorneys and employees, all in their individual and corporate capacities, from any and all causes of action, claims, liability, losses, costs, damages and expense, including but not limited to attorney's fees arising out of or resulting from the Council's performance of an agreement by the School District.

Compensation:

The cost to the District for the 2021-2022 school year will be \$70,837.20 for each full-time professional provided.

Student outcomes:

NSYC will work both independently, and with District staff and administration as necessary, to promote positive social-emotional development in youth and enhance their overall academic achievement and resiliency. NSYC counselors enhance and compliment the work of District staff during the school day.

Counselors will keep youth engaged and focused on good outcomes by developing mental health plans that better relate to the individual needs and perspectives of the people being serviced.

Counselors will provide guidance and practical application in learning how to cope with life's challenges in healthy ways and help youth develop a stronger sense of autonomy and identity.

NSYC's counseling mission contains an integrative component that combines skills in social-emotional wellness and inclusionary programming for youth of all abilities. Counselors can provide specific social skill learning groups and coordinate community programs and activities where those skills are reinforced.

Counselors will track statistical data to survey the number of individuals being serviced, identify increases or decreases in follow-up services with youth, make observations in trends, make changes to services as appropriate, and improve youth experiences overall.

Counselors will have the ability to create positive opportunities for youth through additional mentoring, enrichment, and recreation programs.

With the future dependent upon the contributions of competent, socially, and emotionally healthy individuals, counselors will work diligently to guide and encourage children to reach their full potential as lifelong learners.

Benefits to the District:

NSYC has a favorable longstanding partnership with the District through previous school-based counseling agreements and school age child care programs.

NSYC has a positive reputation and established credibility over the course of a 40-year legacy in the Rocky Point and North Shore communities.

NSYC counselors are a trusted on-hand resource capable of providing rapid response to emergencies or crises.

Counselors will work in collaboration with District administration, principals, guidance departments, and teachers to support student needs. Clear action plans will be developed with an interdisciplinary approach to maximize a student's short- and long-term goals.

Counselors will provide extended support for regular District staff and enable more students to have access to mental health services. Familiarity with NSYC counselors will help break the stigma of mental health.

NSYC will be able to provide additional mental health support and peer mentoring projects and programs that the District is otherwise unable to facilitate due to time and budget constraints.

Families can feel confident knowing that NSYC's holistic approach means there are other programs and services offered by the organization that they can be connected to. NSYC has access to a vast network of community resources, agencies, treatment and recovery programs, and can provide referrals as necessary.

CLAIM SERVICE BUREAU CONTRACT



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FAX: 212-514-8425

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July 26, 2021

Rocky Point Union Free School District, New York
Supplement to Bond Counsel Letter of Engagement for 2021-2022

Christopher A. Van Cott
Assistant Superintendent for Business
Rocky Point Union Free School District
170 Route 25A
Rocky Point, New York 11778

Dear Chris:

SUPPLEMENT TO BOND COUNSEL LETTER OF ENGAGEMENT FOR 2021-2022

This letter supplements our Letter of Engagement dated May 10, 2021 to add the following paragraphs concerning our services as bond counsel to the Rocky Point Union Free School District (the "School District"), in the County of Suffolk, New York, in connection with the financing of leases for computer and related equipment as described below:

Lease Financing: With respect to each separate lease financing, we expect to render our final approving opinion addressed to the School District as to the tax-exempt status of the interest component on the lease payments to be made by the School District in connection with any such lease. Our services will include review of a variety of records and other documents to be provided by the School District and the lending institution, including a Master Equipment Lease Purchase Agreement; participation in telephone conferences with representatives of the lending institution, the School District, and the School Attorney; and preparation and filing of required IRS Reporting Forms.

Our fee in connection with each such matter is expected to be computed as follows: \$2,750, plus an amount based on the principal amount of the lease financing calculated at the rate of \$1.25 per \$1,000 of the principal amount thereof. The foregoing fee does not include any of our out-of-pocket disbursements, such as duplication of documents, FedEx or other overnight delivery charges, and postage. Based on our experience with lease financings, our out-of-pocket expenses are usually negligible and should not exceed \$250.

* * * *

The fee for lease financings would apply to a typical lease financing transaction during the **2021-2022** fiscal year.

Should the foregoing supplemental information be acceptable, may I kindly ask that the President of the Board of Education acknowledge the acceptance thereof by signing where provided below, and returning a signed copy of this letter to us.

Please feel free to contact Bill Jackson or me if you have any questions or need any further information at any time.

With best wishes and kind regards, I am

Very truly yours,



Martin A. Geiger

MAG: s

**APPROVED AND ACCEPTED BY
ROCKY POINT UNION FREE SCHOOL DISTRICT, NEW YORK**

By: President of the Board of Education

(printed name)

(signature)

Date: _____

Rocky Point Union Free School District

Overtime

AUGUST 2021



OFFICE OF THE NEW YORK STATE COMPTROLLER
Thomas P. DiNapoli, State Comptroller

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Report Highlights

Rocky Point Union Free School District

Audit Objective

Determine whether the Rocky Point Union Free School District (District) officials properly monitored and controlled overtime to ensure the District was not incurring unnecessary costs.

Key Findings

District officials did not adequately authorize, monitor or control overtime. As a result, the District may have incurred unnecessary costs. District officials did not:

- Adopt written policies to ensure all overtime hours were preapproved, incurred only when necessary and adequately recorded.
- Preapprove non-emergency overtime as required by District procedures.
- Adequately monitor the overtime budget to ensure that sufficient appropriations were available for overtime costs.
- Properly record all overtime costs.

Key Recommendations

- Adopt an overtime payroll policy and preapprove non-emergency overtime.
- Monitor the overtime budget.

District officials generally agreed with our findings and indicated they plan to initiate corrective action.

Background

The District is located in the Town of Brookhaven in Suffolk County.

An elected five-member Board of Education (Board) is responsible for the general management and control of financial and educational affairs.

The Superintendent of Schools (Superintendent) is the chief executive officer responsible, along with other administrative staff, for the day-to day management under the Board's direction.

Quick Facts

Overtime Paid to Employees During the Audit Period	\$620,948
----------------------------------------------------	-----------

2018-19

Employees	800
Enrollment	3,000

Audit Period

July 1, 2017 – April 30, 2019

Overtime

The District's collective bargaining agreement (CBA) states overtime shall be paid at a rate of time and one-half of the employee's regular hourly rate for any time worked in excess of their normal work hours. Employees can elect to receive compensatory (comp) time off instead of being paid overtime. The calculation is also time and one-half of the employee's regular hourly rate. The District utilizes a fingerprint time keeping system for non-instructional employees. Employees clock in and out at the beginning and end of their shift.

How Should District Officials Monitor and Control Overtime?

While overtime pay may be an expected cost of doing business, it must be carefully monitored and controlled to help minimize costs. Written policies and procedures should address how and when overtime may be incurred, and the preapproval requirements and documentation needed to support overtime worked. Supervisors should monitor employee schedules and ensure all non-emergency overtime hours have been approved prior to employees performing overtime work. Preapproval should be obtained in all instances where overtime can be planned in advance, such as for scheduled school events. Overtime should be incurred only when circumstances arise and cannot be avoided. District officials should ensure that employees and their supervisors plan their workload to allow employees the opportunity to take scheduled breaks.

To control overtime costs, the district should have a written plan to guide the assignment of overtime hours in the most efficient and effective manner. When the factors that create overtime are analyzed, management may be able to take alternative action without using overtime. Additionally, district officials should monitor the budget to ensure that appropriations are available for overtime.

Overtime should be incurred only when circumstances arise and cannot be avoided.

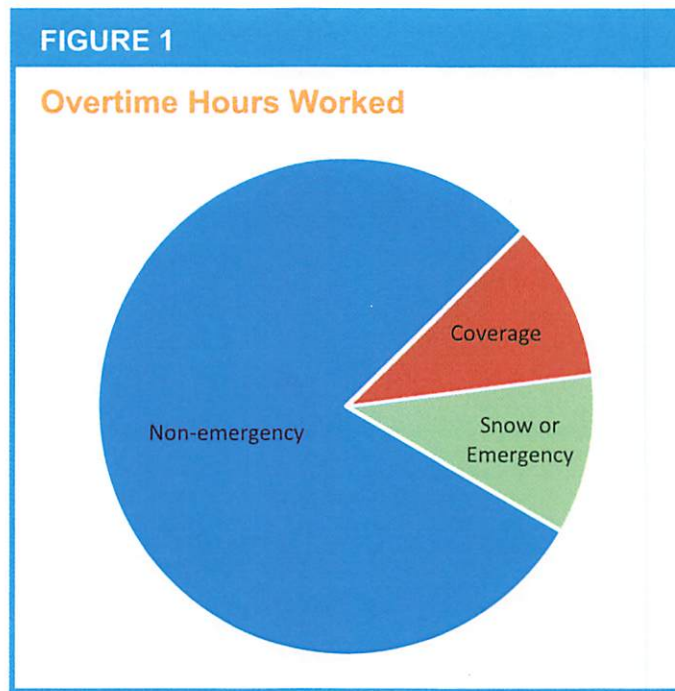
Overtime Was Not Adequately Authorized, Monitored and Controlled

District officials did not establish a written policy to ensure that all overtime hours worked were preapproved, adequately recorded and incurred only when necessary. District procedures required that an overtime form be completed and submitted to receive payment or comp time for overtime. The form requires the Executive Director for Educational Services' and the employee's supervisor's approval prior to working non-emergency overtime. Upon completion of overtime and/or comp time worked, the employee and supervisor must sign the form certifying the overtime was worked. To validate the claim for overtime and/or comp time, the supervisor is responsible for printing the time clock record associated with the work and submitting it to the Business Office with the form. The overtime approval process also requires the supervisor to place a valid budget code with sufficient funds remaining on the form. We found District officials did not always follow the procedures outlined on the form.

Employees received \$620,948 in paid overtime during the audit period. We reviewed support for 14 employees that received \$255,917 in overtime pay and comp time valued at \$22,456 during the audit period.

The cause for overtime earned by these employees was in three categories: non-emergencies, coverage when another employee was out sick or on vacation, and snow or emergencies (Figure 1).

Seventy-nine percent of overtime pay was for non-emergency work, in which the employee performed routine job duties or worked after school events and activities. If this overtime could not be avoided with schedule changes, it should have been pre-approved. Ninety-nine percent, or \$217,842, of non-emergency overtime reviewed was not pre-approved by the Director or Assistant Superintendent¹ and 93 percent, or \$205,360, was not pre-approved



by a supervisor. The employees did not certify 23 percent of the hours and a supervisor did not certify 4 percent. For example, on January 25, 2019, an employee was paid \$762 for 17 hours of overtime for working during after school activities. None of the hours were pre-approved, and 11 hours were not certified by the employee or supervisor. Further, 11 percent of the overtime was described as coverage, in which an employee covers for another employee that is out sick or on vacation. However, because the overtime descriptions did not state whether the coverage was due to unexpected sick calls or planned leave such as vacation coverage, officials cannot determine how much of the coverage should have been pre-approved or may have been avoided through schedule changes.

In addition, although the instructions on the overtime approval form state that the employee's time record should be printed and submitted with the form, for the 14 employees included in our sample, we found 13 did not submit time records with

[T]ime records were not submitted with overtime forms for 13 of the 14 employees reviewed.

¹ Overtime requiring pre-approval required two signatures. In 2017-18, it was the Executive Director and the employee's supervisor; in 2018-19, it was the Assistant Superintendent and the employee's supervisor.

their overtime forms. Although one employee submitted time records with the overtime form, the records were not submitted in a timely manner. This employee was paid between 35 and 189 days after the overtime was worked. For example, this employee worked 20 hours of overtime between August 23, 2017 and September 19, 2017 and was paid \$656 on February 28, 2018, between 162 and 189 days after the overtime was worked. The 13 employees who did not submit time records with their overtime forms were paid overtime payments in a timely manner.

When overtime is not pre-approved, and support is not submitted, reviewed and approved in a timely manner, there is a risk that an employee could be paid more than necessary. We compared overtime forms to time clock entries to determine whether hours were actually worked and found no significant exceptions.

District Officials Did Not Effectively Monitor Employee Schedules and Workload to Minimize Overtime Costs

Officials did not review work schedules and workload to ensure employees were able to take meal breaks and rest breaks in accordance with the CBA. Twelve of the 14 employees reviewed were paid overtime for 263 hours totaling \$8,952 for meal and rest breaks. These employees worked through 313 meal breaks totaling 227 hours. One employee was paid overtime, in addition to the regular pay, for working through 143 rest breaks totaling 36 hours. Another employee was paid overtime or earned comp time on 162 days but did not deduct for a meal period 161 times, the equivalent of 113 hours.

In addition, nine of the 14 employees we reviewed were full-time building and grounds employees (custodians, maintenance mechanics and groundskeepers) and security guards. Per the CBA, these employees work 7.5 hours per day, September through June. They work a compressed schedule of 8.92 hours per day, Monday through Thursday, during July and August. These nine employees earned 3,545 overtime hours totaling \$141,385 (56 percent of their overtime) for working on Saturdays and Sundays throughout the year, and Fridays in July and August. Most of the overtime hours were for routine job duties and school events. Had District officials scheduled regular hours on weekends, staggered the July and August compressed schedules, or scheduled their part time workers for these hours, they may have been able to avoid these overtime costs.

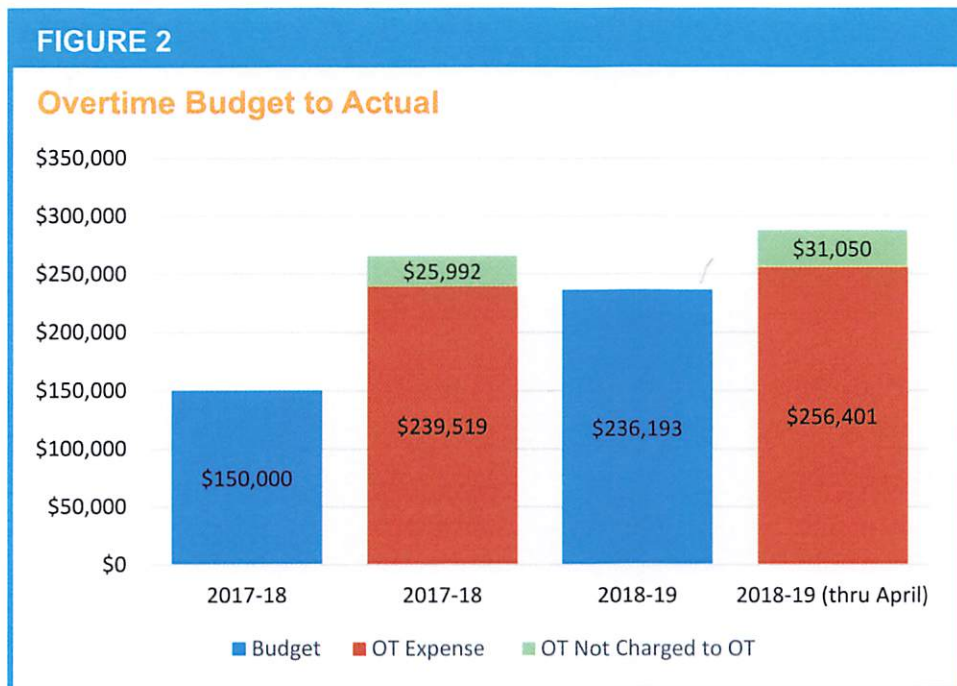
Finally, while reviewing summer overtime hours for building and grounds and security guards, we found employees generally charged 7.5 hours per day when taking leave, rather than the compressed summer hours of 8.92 hours per day. Nine employees used 111 leave days in July and August 2017 and 2018. One employee charged 8.92 hours of sick leave for one day; for the remaining 110 days, employees charged 7.50 hours, 156 hours less than scheduled hours.

[An] employee was paid overtime or earned comp time on 162 days but did not deduct for a meal period 161 times, the equivalent of 113 hours.

Because District officials did not monitor overtime costs, the District may have incurred more costs than necessary.

District Officials Did Not Adequately Monitor the Overtime Budget

District officials did not adequately monitor the overtime budget to ensure that sufficient appropriations were available for overtime costs. Building and grounds accounted for 83 percent of the \$180,750 budgeted overtime for 2017-18 and 88 percent of the \$266,943 budgeted for 2018-19. In 2017-18, building and grounds overtime exceeded the \$150,000 budget by \$89,519. After increasing the budget from \$150,000 to \$236,193 for 2018-19, the budget was overspent by \$20,208 as of April 30, 2019 (Figure 2). Furthermore, overtime was not always charged to an overtime account code. Had all overtime paid been charged to an overtime account code, the 2017-18 and 2018-19 building and grounds overtime budgets would have been exceeded by \$115,511 and \$51,258, respectively.



In addition, these budgeted amounts do not reflect when an employee earns comp time in lieu of overtime pay. District officials could not provide a report of the total overtime worked where employees requested comp time. For example, the 14 employees we examined requested 640 hours totaling \$22,456 in comp time, which was not accounted for in the budget. During the audit period, employees used 5,674 hours of comp time. The use of comp time should be monitored and may result in other employees working overtime for coverage.

Because officials did not establish a written policy relating to overtime and are not following the District procedures, they cannot be certain that the District is not incurring unnecessary overtime costs.

What Do We Recommend?

The Board should:

1. Adopt a payroll policy with clear guidelines and procedures for overtime work, including preapproval of overtime.

District officials should:

2. Ensure all non-emergency overtime is preapproved, properly documented and monitored.
3. Ensure that the overtime budget is periodically monitored.
4. Consider scheduling employees' work hours to cover non-emergency events and as substitutes for those employees whose absences are preapproved, to reduce overtime costs.
5. Review District procedures regarding employees working through their meal and rest periods.

Appendix A: Response From District Officials



ROCKY POINT UNION FREE SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
90 Rocky Point – Yaphank Road
Rocky Point, New York 11778

Telephone: (631) 744-1600

Fax: (631) 849-7558

Dr. Scott O'Brien
Superintendent of Schools

Christopher A. Van Cott
Assistant Superintendent for Business

July 19, 2021

Office of the State Comptroller
Attn: Ira McCracken
NYS Office Bldg., Room 3A10
250 Veterans Highway
Hauppauge, NY 11788-5533

**Re: Rocky Point UFSD: “Overtime 7/1/2017-4/30/2019”
Response Letter & Corrective Action Plan**

Dear Mr. McCracken:

The Rocky Point Union Free School District is in receipt of the N.Y.S. Comptroller’s Report entitled Overtime 2021M-080 for the audit period of 7/1/2017-4/30/2019. The District accepts the findings and plans to implement the recommendations contained within. As such, please accept this letter as both our response letter and Corrective Action Plan.

Specifically, the Rocky Point UFSD will:

- **Comptroller’s Recommendation: Adopt an overtime payroll policy**
 - *Action:* The District will work with Erie 1 BOCES policy writing service to develop a policy for payroll and overtime which addresses pre-approval requirements, permissible reasons, distribution and who is authorized to grant overtime.
 - *Timeline:* The Board of Education publicly reads a proposed policy twice before officially adopting it to allow for comments from the school community. The first reading of the new policy will be 8/23/21 and the second reading will be conducted on 9/20/21.
 - *Responsible Party:* Assistant Superintendent for Business.

- **Comptroller’s Recommendation: Pre-approve non-emergency overtime**
 - *Action:* Although the amount of overtime referenced in the report for the audit period represents only 0.96% of total payroll and 0.35% of total expenditures for the same time period, the District understands its responsibility as a steward of taxpayer funds. As such, the District has already revised its overtime form to include clear instructions to each employee and approving supervisor. Supervisors of staff who assign overtime have been briefed on the importance of pre-approving all non-emergency overtime.
 - *Timeline:* Completed
 - *Responsible Party:* Assistant Superintendent for Business.

-
- **Comptroller’s Recommendation: Monitor the overtime budget**
 - *Action:* It is worth noting the District administered a large bond project from 2015-2019 in which custodial and security overtime was difficult to estimate. Often times the District was subject to contractor needs and facility access to complete projects on time which resulted in additional unbudgeted overtime costs. In any event, the District will actively monitor actuals vs. budgeted overtime expenses on a scheduled and routine basis. Future budgets for overtime will be adjusted accordingly.
 - *Timeline:* Effective 8/1/2021
 - *Responsible Party:* Assistant Superintendent for Business.

 - **Comptroller’s Recommendation: Employee schedule changes to potentially reduce overtime costs**
 - *Action:* The District will take this under advisement at this time. Employee work days and shifts are governed by collective bargaining agreements (CBAs) with labor unions. All CBAs have already been settled through 6/30/2025. The District’s negotiating team will add this to the list of contractual provisions for discussion.
 - *Timeline:* When negotiations commence with the non-instructional staff unit; approximately 12/1/2024.
 - *Responsible Party:* District Negotiating Team consisting of the Superintendent, Assistant Superintendent and the Assistant Superintendent for Business.

 - **Comptroller’s Recommendation: Review employee meal & rest periods.**
 - *Action:* All supervising employees have been briefed on the importance of allowing staff to take meal and rest breaks. There are instances where this cannot be avoided such as staff shortages within a specific department or providing continuity of services to students. If it is determined that an employee needs to work through lunch, the District utilizes a lunch waiver form which is signed by the employee and supervisor. For situations which tend to occur more frequently, the District will research what is causing staff to work through lunch and will seek ways to minimize these occurrences such as staggering shifts or reassigning work if possible.
 - *Timeline:* 8/1/2021
 - *Responsible Party:* Assistant Superintendent for Human Resources.

We greatly appreciate the positive feedback received from the Comptroller’s Office on district operations. The District is also thankful for the opportunity to respond to this report and the professionalism demonstrated by your audit team throughout this process.

Respectfully submitted,

Susan Y. Sullivan
President, Board of Education

cc: Board of Education Trustees
Dr. Scott O’Brien, Superintendent of Schools
Christopher A. Van Cott, Assistant Superintendent for Business

Appendix B: Audit Methodology and Standards

We conducted this audit pursuant to Article V, Section 1 of the State Constitution and the State Comptroller's authority as set forth in Article 3 of the New York State General Municipal Law. To achieve the audit objective and obtain valid audit evidence, our audit procedures included the following:

- We interviewed District officials to gain an understanding of overtime and comp time procedures.
- We reviewed all overtime/comp time forms during our audit period for 14 employees to determine whether overtime/comp time was paid/received according to District procedures. To select our sample, we totaled employees' overtime for the audit period. We then sorted it by position title from highest to lowest. We selected the people with the most overtime hours in various job titles.
- We compared the overtime/comp time forms for 14 employees to payroll records and finger scan records to determine whether overtime was properly paid and worked.
- We compared budget to actual overtime codes to overtime paid to determine whether overtime was properly accounted for.

We conducted this performance audit in accordance with GAGAS (generally accepted government auditing standards). Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objective. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objective.

Unless otherwise indicated in this report, samples for testing were selected based on professional judgment, as it was not the intent to project the results onto the entire population. Where applicable, information is presented concerning the value and/or size of the relevant population and the sample selected for examination.

A written corrective action plan (CAP) that addresses the findings and recommendations in this report must be prepared and provided to our office within 90 days, pursuant to Section 35 of General Municipal Law, Section 2116-1(3) (c) of New York State Education Law and Section 170.12 of the Regulations of the Commissioner of Education. To the extent practicable, implementation of the CAP must begin by the end of the fiscal year. For more information on preparing and filing your CAP, please refer to our brochure, *Responding to an OSC Audit Report*, which you received with the draft audit report. We encourage the Board to make the CAP available for public review in the Clerk's office.

Appendix C: Resources and Services

Regional Office Directory

<https://www.osc.state.ny.us/files/local-government/pdf/regional-directory.pdf>

Cost-Saving Ideas – Resources, advice and assistance on cost-saving ideas

<https://www.osc.state.ny.us/local-government/publications>

Fiscal Stress Monitoring – Resources for local government officials experiencing fiscal problems

www.osc.state.ny.us/local-government/fiscal-monitoring

Local Government Management Guides – Series of publications that include technical information and suggested practices for local government management

<https://www.osc.state.ny.us/local-government/publications>

Planning and Budgeting Guides – Resources for developing multiyear financial, capital, strategic and other plans

www.osc.state.ny.us/local-government/resources/planning-resources

Protecting Sensitive Data and Other Local Government Assets – A non-technical cybersecurity guide for local government leaders

<https://www.osc.state.ny.us/files/local-government/publications/pdf/cyber-security-guide.pdf>

Required Reporting – Information and resources for reports and forms that are filed with the Office of the State Comptroller

www.osc.state.ny.us/local-government/required-reporting

Research Reports/Publications – Reports on major policy issues facing local governments and State policy-makers

<https://www.osc.state.ny.us/local-government/publications>

Training – Resources for local government officials on in-person and online training opportunities on a wide range of topics

www.osc.state.ny.us/local-government/academy

Contact

Office of the New York State Comptroller
Division of Local Government and School Accountability
110 State Street, 12th Floor, Albany, New York 12236

Tel: (518) 474-4037 • Fax: (518) 486-6479 • Email: localgov@osc.ny.gov

www.osc.state.ny.us/local-government

Local Government and School Accountability Help Line: (866) 321-8503

HAUPPAUGE REGIONAL OFFICE – Ira McCracken, Chief Examiner

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APPROVAL OF 2021-22 BUILDING-LEVEL SAFETY PLANS

**RECERTIFICATION OF QUALIFIED LEAD EVALUATOR AND EVALUATOR FOR
TEACHERS AND PRINCIPALS**

AGREEMENT
made by and between
BOARD OF EDUCATION OF THE ROCKY POINT UNION FREE SCHOOL DISTRICT
and the
ROCKY POINT ADMINISTRATORS' ASSOCIATION
this 23RD day of August 2021

AGREEMENT entered into by and between the Board of Education of the Rocky Point Union Free School District (the "District") and the Rocky Point Administrators' Association (the "Association"), collectively referred to as the "Parties."

This Agreement is for the purpose of modifying the March 21, 2016, Stipulation of Settlement (PERB Case No. U-34442 & U-34789 –Rocky Point UFSD), by modifying section (a) (iii) (a): Effective August 23, 2021 the annual stipend of \$5,000 for the 2021-2022 school year be paid to Lauren Neckin, Assistant Principal, of Rocky Point High School, in recognition of the assuming the oversight of the District's Advanced Placement duties. Effective July 1, 2022, and thereafter, the annual stipend of \$5,000 will be provided to Lauren Neckin for providing these services.

The Parties further agree that this Agreement dated August 23rd shall not be precedent-setting nor binding upon the Parties in the future. Moreover, the Parties agree that this Agreement shall not be used and/or admitted into evidence in connection with any subsequent claim, litigation, arbitration, cause of action or proceeding of any kind and nature in any jurisdiction or forum, except as to enforce its terms, and shall not be deemed an admission of any wrongdoing by the parties.

Dated: August 23, 2021

ROCKY POINT ADMINISTRATORS'
PROFESSIONALS' ASSOCIATION

BOARD OF EDUCATION OF THE ROCKY
POINT UNION FREE SCHOOL DISTRICT

By: _____
Mr. Michael Gabriel, President
Rocky Point Administrators' Association

By: _____
Mrs. Susan Y. Sullivan, President
Rocky Point UFSD, Board of Education

AGREEMENT
By and Between the
BOARD OF EDUCATION OF THE
ROCKY POINT UNION FREE SCHOOL DISTRICT
and
the ROCKY POINT TEACHERS' ASSOCIATION

AGREEMENT entered into by and between the Board of Education of the Rocky Point Union Free School District (the "District") and the Rocky Point Teachers' Association (the "Association") this 23rd day of August, 2021, collectively referred to as the "Parties."

WHEREAS, a collective bargaining agreement exists between the Rocky Point Union Free School District ("District") and the Rocky Point Teachers' Association ("RPTA"); and

WHEREAS, this Agreement shall constitute an amending of the Collective Bargaining Agreement, dated July 1, 2011, through June 30, 2026. Except as set forth below, all other provisions of the Collective Bargaining Agreement shall remain unchanged, and

WHEREAS, such collective bargaining agreement includes "Appendix B #8 & 9",

NOW, THEREFORE, it is hereby agreed that an ENL/LOTE chairperson K-12, a secondary science, ELA, social studies, and math chairpersons 6-12 effective August 23, 2021 shall be appointed annually subject to the following conditions:

1. The ENL/LOTE chairperson K-12, secondary science, ELA, social studies, and math chairpersons 6-12 will be compensated via an annual stipend of \$10,000. The stipend provides payment for time expended on chairperson responsibilities within and outside the contractual day and including the summer months.
2. The ENL/LOTE chairperson K-12, secondary science, ELA, social studies, and math chairpersons 6-12 shall be relieved of their duty periods daily with said time being utilized for the purpose of fulfilling the responsibilities of department chairpersons.
3. The ENL/LOTE chairperson K-12, secondary science, ELA, social studies, and math chairpersons 6-12 will teach four (4) class periods each day.
4. The ENL/LOTE chairperson K-12, secondary science, ELA, social studies, and math chairpersons 6-12 will be paid their per diem rate for days worked during the summer months. They shall work no less than one (1) day during the summer months.

IT IS FURTHER agreed that the referenced chairpersons shall receive the stipends for their services in substantially equal payments via bi-weekly paychecks, commencing on a date selected by the District and subsequent to the full execution of this Memorandum of Agreement, and

IT IS FURTHER, agreed that the ENL/LOTE K-12 chairperson will be permitted to teach four classes consecutively, if scheduling permits this arrangement.

BOARD OF EDUCATION OF THE ROCKY
POINT UNION FREE SCHOOL DISTRICT

August 23, 2021

By:

Susan Y. Sullivan, President

ROCKY POINT
TEACHERS ASSOCIATION

August 23, 2021

By:

Laurie Berretta, President

Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 8/23/2021

8/23/2021 Schedule-A Classified Staff

Last	First	Position	Building	Rate	BOE Date	Amount	Effective Date	Description/Comments
Levix	Michael	Guard	DW	N/A	8/23/2021	N/A	7/14/2021	Resignation for personal reasons
Graeff	Robert	Custodial Worker I	JAE	N/A	8/23/2021	N/A	11/26/2021	Resignation for the purpose of retirement
Mirabile	Christopher	Head Custodian	HS	N/A	8/23/2021	N/A	12/27/2021	Resignation for the purpose of retirement
Lange	Desiree	Food Service Worker	DW	Hourly, Step 0	8/23/2021	15.00	8/31/2021	Part-time (5 days per week, 3 hours per day) ten-month contractual appointment. Replaces A. Dragonetti
Paz	Deborah	School Lunch Monitor	JAE	Hourly	8/23/2021	15.00	8/31/2021	Part-time (5 days per week, 3 hours per day) ten-month contractual appointment. Replaces H. Muller
Darnell-Boehm	Elise	Account Clerk Typist	HS	N/A	8/23/2021	N/A	11/29/2021	Resignation for the purpose of retirement
Rogers	David	Part-Time Custodial Worker I	MS	Hourly - Step 0	8/23/2021	15.75	8/24/2021	Part-time (five days per week, four hours per day), twelve-month contractual appointment. Replaces T. Williams
Vatter	Thomas	Part-Time Weekend Custodial Worker I	DW	Hourly - Step 0	8/23/2021	15.75	8/31/2021	Part-time ten-month contractual appointment. Two seven and one-half (7.5) hour shifts 6:30 AM to 2:45 PM. Replaces R. Joy
de Moncada	Stephen	School Lunch Monitor	JAE	Hourly	8/23/2021	15.00	8/31/2021	Part-time (5 days per week, 3 hours per day) ten-month contractual appointment. Replaces M. Loughlin
Giannakos	Despina	Food Service Worker	DW	Hourly, Step 0	8/23/2021	15.00	8/31/2021	Part-time (5 days per week, 3 hours per day) ten-month contractual appointment. Replaces D. Nigro
Hage	Geny	Food Service Worker	DW	N/A	8/23/2021	N/A	9/1/2021	Unpaid leave of absence commencing 9/1/2021 through 9/30/2021 for personal reasons
Loughlin	Melanie	School Hall Monitor	MS	N/A	8/23/2021	N/A	8/5/2021	Resignation for personal reasons
Sicoli	Kelly	School Lunch Monitor	FJC	N/A	8/23/2021	N/A	8/30/2021	Resignation of part-time position to accept full-time position
Sicoli	Kelly	School Teacher Aide	DW	Annual - Step 2	8/23/2021	21,000	8/31/2021	Full-time, ten-month contractual appointment. Replaces S. Young

Healy	Elizabeth	School Teacher Aide	DW	Annual - Step 0	8/23/2021	21,000	8/31/2021	Full-time, ten-month contractual appointment. Replaces M. Leckie
Selfridge	Heather	School Teacher Aide	DW	Annual - Step 0	8/23/2021	21,000	8/31/2021	Full-time, conditional ten-month contractual appointment. Replaces K. O'Reilly
Gennaro	Stasia	School Teacher Aide	DW	Annual - Step 0	8/23/2021	21,000	8/31/2021	Full-time, ten-month contractual appointment. Replaces J. Syrett
Fortune	Cara	School Teacher Aide	DW	Annual - Step 0	8/23/2021	21,000	8/31/2021	Full-time, ten-month contractual appointment. Replaces A. Pangione
Kleis	Jeanine	School Teacher Aide	DW	Annual - Step 0	8/23/2021	21,000	8/31/2021	Full-time, ten-month contractual appointment. Replaces G. Bosio
Quinlivan	Margaret	School Teacher Aide	DW	Annual - Step 0	8/23/2021	21,000	8/31/2021	Full-time, ten-month contractual appointment. Replaces L. Volpe
Pullini	Dana	School Teacher Aide	DW	Annual - Step 0	8/23/2021	21,000	8/31/2021	Full-time, ten-month contractual appointment. Replaces P. Gibaldi
Pollard	Cristian	School Hall Monitor	JAE	Hourly - Step 0	8/23/2021	15.00	8/31/2021	Part-time ten-month contractual appointment. Replaces K. Molloy

**Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 8/23/2021**

8/23/2021 Schedule-B Certified Staff

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Fernandez	Nicole	ENL Teacher	FJC	N/A	8/23/2021	N/A	7/21/2021	Resignation for personal reasons
Vandette	Erin	ENL Teacher	JAE	N/A	8/23/2021	N/A	7/23/2021	Resignation for personal reasons
Gatto	Kelly	Music Teacher	HS	N/A	8/23/2021	N/A	7/29/2021	Unpaid leave of absence for medical reasons commencing 7/29/2021 through 6/30/2022.
Goldstein	Scott	Music Teacher	HS	Annual, B Step 2	8/23/2021	50,813	8/31/2021	Regular substitute appointment from 8/31/2021 through 6/30/2022. (Replaces K. Gatto)
Fisher	Sara	Elementary Education Teacher	JAE	Annual, M30 Step 3	8/23/2021	67,349	8/31/2021	Full-time, ten-month probationary appointment commencing 8/31/2021 through 8/30/2024. The probationary expiration date will depend on the individual's APPR ratings. To receive tenure, Ms. Fisher must have overall APPR ratings of effective or highly effective in at least two of three preceding years. If Ms. Fisher receives an ineffective composite or overall APPR rating in her final year of probation, she will not be eligible for tenure at that time. New Position. Effective 8/31/2021
Estevez	Lindsey	ENL Teacher	FJC	Annual, M Step 2	8/23/2021	60,057	9/17/2021	Full-time, ten-month probationary appointment commencing 8/31/2021 through 8/30/2025. The probationary expiration date will depend on the individual's APPR ratings. To receive tenure, Ms. Estevez must have overall APPR ratings of effective or highly effective in at least three of four preceding years. If Ms. Estevez receives an ineffective composite or overall APPR rating in her final year of probation, she will not be eligible for tenure at that time. Replaces N. Fernandez. Effective 9/17/2021
Stiastny	Jeanne	Cosmetology Teacher	HS	Annual	8/23/2021	12,441	8/31/2021	Additional class from 8/31/2021 through 6/30/2022
Meier	Seth	Art Teacher	HS	Annual	8/23/2021	13,251	8/31/2021	Additional class from 8/31/2021 through 6/30/2022
Catandella	Heather	English Teacher	HS	Annual	8/23/2021	13,251	8/31/2021	Additional .5 class from 8/31/2021 through 6/30/2022; Salary Pro-Rated

Tribby	Carly	Mathematics Teacher 7-12	HS	Annual	8/23/2021	10,010	8/31/2021	Additional class from 8/31/2021 through 6/30/2022
Brienza	Mark	Science Teacher	HS	Annual	8/23/2021	12,441	8/31/2021	Additional class from 8/31/2021 through 6/30/2022
Scott	Patricia	English Teacher	HS	Annual	8/23/2021	12,846	8/31/2021	Additional class from 8/31/2021 through 6/30/2022
Stern	Ryan	Mathematics Teacher 7-12	HS	Annual, M Step 2	8/23/2021	60,057	8/31/2021	Full-time, ten-month probationary appointment commencing 8/31/2021 through 8/30/2025. The probationary expiration date will depend on the individual's APPR ratings. To receive tenure, Mr. Stern must have overall APPR ratings of effective or highly effective in at least three of four preceding years. If Mr. Stern receives an ineffective composite or overall APPR rating in his final year of probation, he will not be eligible for tenure at that time. Replaces G. Grillo. Effective 8/31/2021
Serpico	Gabriella	ENL Teacher	JAE	Annual, M Step 1	8/23/2021	57,622	8/31/2021	Full-time, ten-month probationary appointment commencing 8/31/2021 through 8/30/2025. The probationary expiration date will depend on the individual's APPR ratings. To receive tenure, Ms. Serpico must have overall APPR ratings of effective or highly effective in at least three of four preceding years. If Ms. Serpico receives an ineffective composite or overall APPR rating in her final year of probation, she will not be eligible for tenure at that time. New position. Effective 8/31/2021

Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 8/23/2021

8/23/2021 Schedule-C Non-Teaching Substitutes

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Gregg	Stephen	Substitute Custodian	DW	Hourly	8/23/2021	15.00	8/24/2021	2021-2022 school year
Bomford	Susan	Substitute Food Service Worker	DW	Hourly	8/23/2021	15.00	8/31/2021	2021-2022 school year
Bohm	Wayne	Substitute Guard	DW	Hourly	8/23/2021	18.30	8/31/2021	2021-2022 school year
Love	Maxine	Substitute Guard	DW	Hourly	8/23/2021	18.30	8/31/2021	2021-2022 school year
Amalfitano	Jacqueline	Substitute Teacher Aide/Monitor	DW	Hourly	8/23/2021	15.00	8/31/2021	2021-2022 school year
Carbone	KellyAnne	Substitute Teacher Aide/Monitor	DW	Hourly	8/23/2021	15.00	8/31/2021	2021-2022 school year
Jones	Christine	Substitute Teacher Aide/Monitor	DW	Hourly	8/23/2021	15.00	8/31/2021	2021-2022 school year
Loughlin	Melanie	Substitute Teacher Aide/Monitor	DW	Hourly	8/23/2021	15.00	8/31/2021	2021-2022 school year
McGee	Mary	Substitute Teacher Aide/Monitor	DW	Hourly	8/23/2021	15.00	8/31/2021	2021-2022 school year
Scully	Marianne	Substitute Teacher Aide/Monitor	DW	Hourly	8/23/2021	15.00	8/31/2021	2021-2022 school year conditional appointment.
Rogers	David	Substitute Custodian	DW	N/A	8/23/2021	N/A	8/23/2021	Inactivation of 2021-2022 appointment
Vatter	Thomas	Substitute Custodian	DW	N/A	8/23/2021	N/A	8/30/2021	Inactivation of 2021-2022 appointment
Pollard	Cristian	Substitute Teacher Aide/Monitor	DW	N/A	8/23/2021	N/A	8/30/2021	Inactivation of 2021-2022 appointment

Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 8/23/2021

8/23/2021 Schedule-D Teaching/Certified Substitutes

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Archer	Jessica	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Brazier	Lucas	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Calo	Lizabeth	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Ehman	Heather	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Haman	Nancy	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Horner	Steven	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Marotta	Christopher	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Mecca	Gina	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Mulrain	Kimberley	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Murphy	Lauren	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
McCool	Samantha	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Gawreluk	Lauren	Per Diem Substitute Teacher/Teaching Assistant	DW	Daily	8/23/2021	125.00 non preferred; 150.00 preferred	8/31/2021	2021-2022 school year
Ertem	Yasemin	Per Diem Substitute Teacher/Teaching Assistant	DW	N/A	8/23/2021	N/A	8/5/2021	Resignation of 2021-2022 appointment
Weil	Alexis	Per Diem Substitute Teacher/Teaching Assistant	DW	N/A	8/23/2021	N/A	8/9/2021	Resignation of 2021-2022 appointment

Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 8/23/2021

8/23/2021 Schedule-E Co-Curricular Positions 2021/2022

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Luglio	Gerald	Athletic Trainer	DW	Annual	8/23/2021	30,172	8/23/2021	Appointment for 2021-2022 school year. (Stipend may pro-rated in the event of COVID related impacts)
Buchner	Eugene	Chaperone	DW	Hourly	8/23/2021	See below*	7/21/2021	2021-2022 school year
Iacono	Marlo	Chaperone	DW	Hourly	8/23/2021	See below*	7/21/2021	2021-2022 school year
Nentwich	Christopher	Social Studies Chairperson Grades 6-12	DW	Daily	8/23/2021	647.53	7/1/2021	Summer work not to exceed one (1) day during July/August 2021
Nobre	Anthony	Science Chairperson Grades 6-12	DW	Daily	8/23/2021	654.01	7/1/2021	Summer work not to exceed one (1) day during July/August 2021
Rand	Jason	Math Chairperson Grades 6-12	DW	Daily	8/23/2021	647.53	7/1/2021	Summer work not to exceed one (1) day during July/August 2021
Settepani	Joseph	ELA Chairperson Grades 6-12	DW	Daily	8/23/2021	654.01	7/1/2021	Summer work not to exceed one (1) day during July/August 2021
Armine	Gregory	Special Area Chairperson Grades K-12	DW	Daily	8/23/2021	593.20	7/1/2021	Summer work not to exceed one (1) day during July/August 2021
LaFranca	Courtney	Volunteer - V/JV Girls Volleyball	DW	N/A	8/23/2021	N/A	8/23/2021	Coaching appointment 2021-2022 school year
Stern	Ryan	MS Football (Year 1)	DW	Annual	8/23/2021	4,208	7/1/2021	Coaching appointment 2021-2022 school year
Goldstein	Darren	MS Football (Year 1)	DW	Annual	8/23/2021	4,208	7/1/2021	Coaching appointment 2021-2022 school year
Ntiri	Agnes	Department Chair--Technology/FACS/Cos/Business	DW	Annual	8/23/2021	5,891	7/1/2021	2021-2022 school year

*Up to two hours: \$56.00; in excess of two hours: \$84.00; Junior/Senior Prom: \$56.00 per hour 2021/2022 school year

Rocky Point UFSD
Personnel Schedule for Board of Education Approval - 8/23/2021

8/23/2021 Schedule-F Community Education

Last	First	Position	Bldg.	Rate	BOE Date	Amount	Effective Date	Description/Comments
Perri	Amy	Yoga and Meditation	DW	Hourly	8/23/2021	50.00	7/1/2021	2021-2022 School Year