

# AGENDA



## BOARD OF EDUCATION

May 10, 2018

Beach Street Middle School  
17 Beach Street

*Submitted by:*  
*Bernadette M. Burns*  
*Superintendent of Schools*

# A G E N D A

## REGULAR MEETING OF THE BOARD OF EDUCATION

May 10, 2018

*Beach Street Middle School*

*West Islip, New York*

- I. CALL TO ORDER
- II. QUORUM COUNT
- III. ANNOUNCEMENTS
- IV. INVITATION TO PUBLIC - *The public is invited to speak on any agenda item. Community members will be recognized from the signature cards only. (Name and address required) - This will be limited to 20 minutes in total and will continue only as long as it is conducted in an orderly fashion. Each person or representative of a group will be limited to three minutes.*
- V. APPROVAL OF MINUTES: A motion is needed to approve the minutes of the April 12, 2018 Regular Meeting and the April 18, 2018 Planning Session.
- VI. RECOGNITION
  - A) Science Olympiads ~  
Beach Street Middle School: Kristie Ferruzzi and Andrea Miller, Advisors  
*Nicolette Basile, Jianna Brewer, Nathaniel Butler, Ryan DeClue, Eugene Ditaranto, Max Esposito, Thomas Fallon, Samantha Ismail, Corinne Johnson, Julia Kennedy, Caden Krueer, Cameron Lewandowski, Nolan Locke, Cole Mariano, Connor McNamee, Connor Mushorn, Christopher Palazzo, Joseph Pappone, Paul Pillitteri, Joseph Pirovato, Alexander Prokopiou, Markos Prokopiou, Alexander Romeo, David Seda, Thomas Tabery, Marvo Traina, Michael Washington*  
Udall Road Middle School: Brenda Mayo, Advisor  
*Francesco Aguanno, Mary Attallah, Skylar Brown, Jamie Carlson, Logan Coppola, Charlotte Gee, Timothy Hantzschel, Luis Kinney, Jagger Langhorn, Vincent Monterroso, Andrew Petrillo, Jack Schafer, Mackenzie Whittaker*  
West Islip High School: Jessica Picone and Linda Tong, Advisors  
*Nicole Albergo, Brielle Arnold, Alexa Camillery, Gabrielle Camillery, Scott Demarest, Madison Esposito, Derek Kim, Isabella Marmo, Molly McLaughlin, Steven Okula, Gianna Pillitteri, David Regina*
  - B) Science Research ~ Mary Kroll, Advisor  
*Melodi Doganay, Madison Esposito, Luke Harris, Shannon Lafferty, Jack Magee, Nicolette Nigro, Aidan Pecorale*
  - C) Teachers' Appreciation Week May 7-11, 2018
  - D) National School Nurse Day – May 9, 2018
  - E) Senator Phil Boyle Teacher of Excellence ~ Elyse Patti-McDonald
- VII. PERSONNEL
- VIII. CURRICULUM UPDATE
  - A) Approval of Course Name Changes

Advanced Photo Video	→	Video Production
Basic Electricity/Electronics	→	Electricity/Electronics
Intro to Spanish/Italian/ASL and 1R	→	Spanish/Italian/ASL 1A and 1B
Land Transportation	→	Introduction to Automotive Technology
Pre-Calculus/Introduction to Calculus	→	Calculus
  - B) Approval of New Course Proposals  
Media Literacy {Grade 12 Elective}  
SAT Prep in Math Skills  
Spanish for Conversation  
Writing for College and Career {Grade 12 Elective}
  - C) Approval of Curriculum Writing Projects  
English 12 Revision from full to half year course  
Review and Revision of K-6 Science Curriculum  
Science 7  
Skills in Science Research Revision  
Technology 7  
Technology 8

VIII. **CURRICULUM UPDATE**, continued

- D) Approval of Text Resources for Mathematics  
Singapore Math series Grades K-2

IX. **REPORT OF COMMITTEES:**

- A) Finance Committee {5/8/2018}
- B) Education Committee {5/10/2018}
- C) Buildings and Grounds Committee {5/8/2018}
- D) Committee on Special Education/Preschool Special Education Recommendations  
re: classification/placement/I.E.P. modifications of students as delineated {5/10/2018}
- E) Health and Wellness Committee {4/24/2018}

X. **FINANCIAL MATTERS**

- A) Treasurer's Report

XI. **BUSINESS ITEMS**

- A) Approval of Budget Transfers
- B) Approval of Donations
  - 1. Bicycle rack → Oquenock Elementary School \$750
  - 2. Batting cage → West Islip UFSD \$3,737
- C) Approval of Surplus
  - 1. *Teen Health* Course 2 textbooks
- D) Approval of Contracts / Agreements
  - 1. Multi-year Service Agreement Fiber WAN Projects  
Effective July 1, 2018 to June 20, 2021
  - 2. Multi-year Service Agreement Fiber WAN Projects  
Effective August 1, 2018 to July 31, 2023
  - 3. ESBOCES Joint Municipal Cooperative Bidding Program 2018-2019
  - 4. ESBOCES Contract for Cooperative Educational Services 2018-2019
  - 5. 2017-2018 Brentwood Health Services Contract \$2,131.52

XII. **PRESIDENT'S REPORT**

- A) Approval of Re-organizational Meeting date ~ July 3, 2018 at 7:30 p.m. at  
Paul J. Bellew Elementary School
- B) Discussion of 2018-2019 Regular Meeting and Planning Session dates
- C) Approval of WISE and UPSEU Memoranda of Agreement re: summer hours

XIII. **SUPERINTENDENT'S REPORT**

XIV. **NOTICES/REMINDERS**

XV. **OTHER ITEMS FOR BOARD MEMBERS INFORMATION**

- XVI. **INVITATION TO THE PUBLIC** - *The public, at this time, is cordially invited to bring before the Board any questions/concerns. Community members will be recognized from the signature cards only. (Name and address required) ~ 20 minute time limit. Each person or representative of a group will be limited to three minutes.*

- XVII. **EXECUTIVE SESSION** – *After a ten-minute break, the Board of Education will adjourn to discuss personnel, negotiations, and litigation. At the conclusion of Executive Session, the Board will reconvene to public session in the District Office Board Room to consider any items for which a vote is required.*
- XVIII. **CLOSING** - Adjournment

REGULAR MEETING OF THE BOARD OF EDUCATION  
April 12, 2018 - Beach Street Middle School

PRESENT: Mr. Gellar, Mrs. LaRosa, Mr. Brady, Mr. Maginniss, Mr. Michaluk, Mr. O'Connor  
ABSENT: Mr. Zotto  
ADMINISTRATORS: Mrs. Burns, Mrs. Duffy, Dr. Rullan  
ABSENT: None  
ATTORNEY: Mr. Volz

---

Meeting was called to order at 8:00 p.m. followed by the Pledge.

APPROVAL OF MINUTES

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa, and carried when all Board members present voted in favor to approve the minutes of the March 20, 2018 Planning Session.

RECOGNITION:

Athletic ~ All County  
Boys Varsity Winter Track ~ *Gregory Bove, Kevin Cassidy*  
Girls Varsity Basketball ~ *Peyton Ryan*  
Varsity Cheerleading ~ *Katherine Penny, Taylor Penny*

Art ~ New York State Art Teachers' Association Legislative Student Art Exhibition  
*Kira Cornibert, Ashley Greene, Jina Manfredlotti, Lorenza Vassallo*

SCOPE Service Awards  
Administrator Service Award ~ *Wendy Duffy*  
Teacher Service Award ~ *Anne Bean*  
Support Staff Award ~ *Robert Nocella*  
School Board Award ~ *Annmarie LaRosa*

PERSONNEL

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve TEACHING: CHILD-BEARING LEAVE (paid): Kristin Timpson, Reading, effective April 4, 2018 (Oquenock).

Motion was made by Ron Maginniss, seconded by Paul Michaluk and carried when all Board members present voted in favor to approve TEACHING: CHILD-BEARING LEAVE (paid): Tonimarie Young, Special Education, effective March 21, 2018 (Paul J. Bellew).

Motion was made by Kevin O'Connor, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve TEACHING: CHILD-REARING LEAVE (unpaid): Maureen Umstatter-Sanchez, Special Education, effective August 29, 2018 - June 30, 2019 (High School).

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve TEACHING: LEAVE OF ABSENCE (unpaid): Beth Fiorini, Social Studies, effective August 29, 2018 - June 30, 2019 (High School).

Motion was made by Kevin O'Connor, seconded by Paul Michaluk and carried when all Board members present voted in favor to approve TEACHING: LEAVE OF ABSENCE (unpaid): Ariana Stubbmann, Reading, effective August 29, 2018 – June 30, 2019 (Paul J. Bellew).

Motion was made by Paul Michaluk, seconded by Ron Maginniss and carried when all Board members present voted in favor to approve CIVIL SERVICE: RESIGNATION: Patricia Cinquemani, Cafeteria Aide, effective March 21, 2018 (Manetuck).

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Sandra Brady, Full Time Assistant Cook, effective June 29, 2018 (17 years).

Motion was made by Kevin O'Connor, seconded by Scott Brady and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Joseph Demeo, Groundskeeper I, effective June 29, 2018 (40 years).

Motion was made by Scott Brady, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Albert Haldenwang, Custodial Worker I, effective June 29, 2018 (13 years).

Motion was made by Kevin O'Connor, seconded by Paul Michaluk and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Patricia Pellegrino, Bus Driver, effective June 23, 2018 (30 years).

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Dominick Randazzo, Custodial Worker I, effective July 1, 2018 (18 years).

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Theresa Rueb, Part Time Assistant Cook, effective June 23, 2018 (12 years).

Motion was made by Paul Michaluk, seconded by Scott Brady and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Geraldine Sabiston, Head Bus Driver, effective July 7, 2018 (50 years).

Motion was made by Kevin O'Connor, seconded by Ron Maginniss and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: Geraldine Terrell, Bus Driver, effective June 23, 2018 (33 years).

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve CIVIL SERVICE: PROBATIONARY APPOINTMENT: Maria McCarthy, Accountant, effective April 30, 2018 (District Office: \$60,000; new position).

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve CIVIL SERVICE: RETIREMENT: SUBSTITUTE SENIOR COOK (\$22.44/hr.): Veronica Tardugno, effective April 13, 2018.

Motion was made by Paul Michaluk, seconded by Scott Brady and carried when all Board members present voted in favor to approve OTHER: CLUBS/ADVISORS 2017-2018: DISTRICTWIDE: Director, Marching/Pep Band, James Kraus and Kevin Miller (shared) (change from Kevin Miller; approved at the 11/28/17 BoE meeting).

Motion was made by Kevin O'Connor, seconded by Annmarie LaRosa and carried when all Board members present voted in favor to approve CIVIL SERVICE: OTHER SUBSTITUTE TEACHER (\$115 per diem): Linda Bohman, effective April 13, 2018.

#### CURRICULUM UPDATE

Dr. Rullan gave a presentation on the New York State's Every Student Succeeds Act (ESSA) Plan.

#### REPORT OF COMMITTEES:

Finance Committee: Paul Michaluk reported on the meeting held on 4/10/18. Items reviewed included the February Extra-Curricular; February financial statements; claims audit report and March system manager audit report. Also reviewed were warrants, payroll certification forms, budget transfers, surplus of 2001 GMC Van #60 and 2000 Chevy Blazer #404, Health Service contract for South Huntington UFSD and six bid extensions for the 2018-2019 school year.

Education Committee: Annmarie LaRosa reported on the meeting held 4/12/18. The committee reviewed a proposal to adopt Dimensions Learning as a math resource for the 2018-2019 school year after the program was reviewed by classroom teachers in kindergarten through second grade. The committee discussed Grades 3-8 English Language Arts testing, including computer-based testing at the middle schools and paper-based assessment at the elementary level. Building principals reported all went well. The percentage of students refusing the assessment was 64% at the elementary schools and 76% at the middle schools. Mrs. LaRosa congratulated Dr. Rullan on her Masters of Leadership podcast.

Building and Grounds Committee: Kevin O'Connor reported on the meeting held on 4/10/18. Items discussed included the renovation of Cafeteria C to create a designated space for high school seniors; the Manetuck and Udall baseball field renovation, which will be completed by mid-April; a \$69,000 rebate check that was received from PSEG for the LED retrofit job; the completion of the Westbrook paving project; a high school drain pipe may require masonry demolition, and two new interior door sets that were installed in the Udall cafeteria. A bond update was reviewed for Phase 3, Phase 2b and Phase 2c bond work.

Committee on Special Education: Ron Maginniss reported on the meeting held on 4/12/18. Items reviewed included CPSE/CSE recommendations and annual reviews.

Safety Committee: Scott Brady reported on the meeting held on 3/13/18. Items reviewed included the March 14 student walkouts; current security initiatives to address security vulnerabilities in school buildings and considerations for improved security. Other items discussed included a proposal to go to a closed campus model at the high school and support in the 2018-2019 budget to address students' social emotional needs.

#### FINANCIAL MATTERS

Motion was made by Scott Brady, seconded by Kevin O'Connor, and carried when all Board members present voted in favor to approve general fund budget transfers 3475-3479.

Motion was made by Scott Brady, seconded by Kevin O'Connor, and carried when all Board members present voted in favor to approve capital fund budget transfer 3474.

Motion was made by Scott Brady, seconded by Kevin O'Connor, and carried when all Board members present voted in favor to approve the following Health Services Contract for South Huntington UFSD - \$24,516.60.

Motion was made by Kevin O'Connor, seconded by Paul Michaluk, and carried when all Board members present voted in favor to approve surplus - 2000 Chevy Blazer #404 and 2001 GMC Van #60.

Motion was made by Scott Brady, seconded by Paul Michaluk, and carried when all Board members present voted in favor to approve 2018-2019 Bid Extensions - #1700 Suffolk Auto Driving School, Inc.; #1703 Long Island Equipment Service; #1704 Advantage Music; #1705 Commercial Instrumentation Services; #1706 Bain Mechanical Services, Inc.; #1707 Ideal Fence Corp.

#### PRESIDENT'S REPORT

Approval of Memorandum of Agreements re: additional workday 2017-2018:

Motion was made by Paul Michaluk, seconded by Kevin O'Connor, and carried when all Board members present voted in favor to approve - WITA Memorandum of Agreement - 3/13/18 snow day.

Motion was made by Annmarie LaRosa, seconded by Kevin O'Connor, and carried when all Board members present voted in favor to approve - WITA Memorandum of Agreement - 3/22/18 snow day.

Motion was made by Kevin O'Connor, seconded by Paul Michaluk, and carried when all Board members present voted in favor to approve - Teaching Assistants Memorandum of Agreement - 3/13/18 snow day.

Motion was made by Kevin O'Connor, seconded by Paul Michaluk, and carried when all Board members present voted in favor to approve - Paraprofessionals Memorandum of Agreement - additional workday.

Motion was made by Scott Brady, seconded by Kevin O'Connor, and carried when all Board members present voted in favor to approve Biennial Review of the Compact Plan.

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa, and carried when all Board members present voted in favor to approve adoption of the 2018-2019 School District Budget - \$122,946,823.

Motion was made by Paul Michaluk, seconded by Annmarie LaRosa, and carried when all Board members present voted in favor to approve revision to UPSEU Memorandum of Agreement re: retirement incentive.

#### SUPERINTENDENT'S REPORT:

Mrs. Burns informed the audience that the High School Chorale will be performing at Lincoln Center this weekend.

On Monday, 4/16/18, the Health and Wellness Alliance will provide a workshop titled "Why Today's Super Connected Kids are Growing up Lonely and Less Happy" presented by Dr. Ronald Masera in the Beach Street auditorium at 7:30 p.m.

Seats to the Planetarium presentations are filled, but the district is investigating opportunities to add additional dates.

Mindfulness Training will take place the weekend of April 19-20. To date, over 40 teachers have been attending various workshops to promote mindfulness in their classrooms.

The following residents wished to speak during an "Invitation to the Public":

Mr. Ed O'Driscoll, 439 Bay 4<sup>th</sup> Street, West Islip - Mr. O'Driscoll spoke about school safety and the importance of armed guards. Mr. Gellar explained that the district is considering hiring armed guards but will have to do some homework, gather data and look into legal issues and costs.

Mrs. Stacey Bressi, 11 East Court, West Islip - Mrs. Bressi expressed her satisfaction with the safety training to be offered to instructional staff in June and August. She inquired as to mechanisms to barricade and lock classroom doors easily.



Mrs. Julie Cannistra, 143 Gladstone Avenue, West Islip - Mrs. Cannistra questioned whether test refusals were considered an excused or unexcused absence if the student is late to school. Mrs. Burns explained that if the teacher knows in advance that the student will be late due to test refusal, the absence is encoded as excused. If the teacher is not aware, the lateness is considered unexcused.

Mrs. Lori Koerner, 728 Milligan Lane, West Islip - Mrs. Koerner spoke about a paradigm shift in education and questioned how teachers and administrators know if the educational approach that is being used is working.

Mrs. LaRosa expressed how the district is addressing the social emotional needs of students and that the professional development offered over the last four to five years has been extraordinary. Mrs. Burns stated that the district offers students many activities outside of the instructional program, and is proud that 96% of graduating students in 2017 earned a Regents Diploma or Regents Diploma with Advanced Designation.

Mrs. Ruth Mineo, 1093 Cassel Avenue, Bay Shore - Mrs. Mineo expressed her satisfaction with the district and feels West Islip is doing a fantastic job with the students. Mrs. Mineo feels that testing is not a good measure of student learning and that it would be beneficial for students not testing to be removed from the classroom. Mrs. LaRosa explained that the building principal consults with teachers and decide the best protocols for the building.

Motion was made by Kevin O'Connor, seconded by Paul Michaluk and carried when all Board members present voted in favor to adjourn to Executive Session at 9:35 p.m. for the purpose of discussing personnel, negotiations, and/or litigation.

Meeting reconvened at 11:02 p.m. on motion by Kevin O'Connor, seconded by Ron Maginniss and carried when all Board members present voted in favor.

Motion was made by Ron Maginniss, seconded by Kevin O'Connor and carried when all Board members present voted in favor to approve the *revised* 2018-2019 school calendar.

Meeting adjourned at 11:03 p.m. on motion by Kevin O'Connor, seconded by Annmarie LaRosa and carried when all Board members present voted in favor.

Respectfully submitted by,



Mary Hock  
District Clerk

All correspondence, reports or related materials referred to in these minutes are on file in the District Office.

**PLANNING SESSION  
MEETING OF THE BOARD OF EDUCATION  
April 18, 2018 – District Office**

PRESENT: Mr. Gellar, Mrs. LaRosa, Mr. Maginniss, Mr. Michaluk, Mr. O'Connor, Mr. Zotto

ABSENT: Mr. Brady

ADMINISTRATORS: Mrs. Duffy, Dr. Rullan

ABSENT: Mrs. Burns

---

Meeting was called to order at 7:32 p.m., followed by the Pledge.

**PERSONNEL:**

Motion was made by Mike Zotto seconded by Paul Michaluk and carried when all Board members present voted in favor to approve **TEACHING ASSISTANT: RETIREMENT:** Linda Falsetta, effective July 1, 2018 (25 years).

Motion was made by Paul Michaluk seconded by Kevin O'Connor and carried when all Board members present voted in favor to approve **CIVIL SERVICE: PROBATIONARY APPOINTMENT:** Michelle Guadalupe, Library Aide, effective April 19, 2018 (Beach; Step 1; replacing L. Carleton {now Account Clerk Typist}).

Motion was made by Kevin O'Connor seconded by Paul Michaluk and carried when all Board members present voted in favor to approve **OTHER: AUDITORIUM TECHNICIANS 2017-2018:** (School Functions - \$85 per event; Rental Functions - \$60 per hour): John Kennedy.

Motion was made by Mike Zotto seconded by Paul Michaluk and carried when all Board members present voted in favor to approve **OTHER: SUBSTITUTE TEACHER ASSISTANTS:** \*Blanca Bisharah, effective April 19, 2018; \*Keysha Hay, effective April 19, 2108.

Motion was made by Kevin O'Connor seconded by Paul Michaluk and carried when all Board members present voted in favor to approve **ESBOCES 2018-2019 Administrative Budget and Board Election.**

Motion was made by Kevin O'Connor seconded by Mike Zotto and carried when all Board members present voted in favor to approve **Personnel for Annual Meeting – School Budget Vote/Trustee Election May 15, 2018.**

Motion was made by Paul Michaluk seconded by Kevin O'Connor and carried when all Board members present voted in favor to approve increasing hourly wage for Machine Inspectors to \$13.00 per hour and Registrars to \$11.00 per hour effective May 15, 2018/School Budget Vote and School Board Election.

Motion was made by Paul Michaluk seconded by Kevin O'Connor and carried when all Board members present voted in favor to approve **Consultant Services Contract - 2017-2018 Creative Tutoring, Inc.**

Motion was made by Ron Maginniss seconded by Paul Michaluk and carried when all Board members present voted in favor to approve surplus - Story & Clark piano #0920.

\*pending letter of recommendation

Motion was made by Mike Zotto seconded by Paul Michaluk and carried when all Board members present voted in favor to approve - Teacher Assistants Memorandum of Agreement ~ make up for snow days.

Motion was made by Kevin O'Connor seconded by Ron Maginniss and carried when all Board members present voted in favor to approve the following bids for Bond Phase 3 Building and Site improvements at West Islip High School, Beach Street Middle School and Udall Road Middle School.

Base Bid No. GC-1/Masonry Reconstruction - Five Twelve Restoration, Inc.

Base Bid No. GC-4/Roof Replacements - Milcon Construction Corp.

Base Bid No. GC-5/General Construction - Crossroads Construction Corporation

Base Bid No. GC-7/Synthetic Turf Fields, Track and General Site Improvements - The Landtek Group, Inc.

Base Bid No. GC-8/Ceiling Replacements (Beach Street) - Hi-Lume Corporation

Base Bid No. GC-9/Ceiling Replacements (Udall Road) - Crossroads Construction Corporation

Base Bid No. GC-10/Installation of Gymnasium Wall Padding - Nickerson Corporation

Base Bid No. MC-1/Mechanical - HVAC, Inc.

Base Bid No. EC-1/Electrical - Roland's Electric, Inc.

Motion was made by Mike Zotto, seconded by Kevin O'Connor and carried when all Board members present voted in favor to adjourn to Executive Session at 7:45 p.m. for the purpose of discussing personnel, negotiations, and/or litigation.

Meeting reconvened at 8:25 p.m. on motion by Kevin O'Connor, seconded by Paul Michaluk and carried when all Board members present voted in favor.

Meeting adjourned at 8:26 p.m. on motion by Mike Zotto, seconded by Ron Maginniss and carried when all Board members present voted in favor.

Respectfully submitted by,



Mary Hock  
District Clerk

All correspondence, reports or related material referred to in these minutes are on file in the District Office.

**PERSONNEL:**

Consider recommendations of the Superintendent of Schools on the following items:

**ADMINISTRATIVE**

**A-1                    PROBATIONARY APPOINTMENT**

Elisa Pellati, Assistant Superintendent for Business  
Effective July 1, 2018 – June 30, 2022  
(Districtwide; \$185,000; replacing Wendy Duffy {retired})

**TEACHERS**

**T-1                    RETIREMENT**

Jacquelyn O'Connor, Special Education  
Effective July 1, 2018  
(33 years)

**CIVIL SERVICE**

**CL-1                    PROBATIONARY APPOINTMENT**

Donald Lettieri, Lead Guard  
Effective May 14, 2018  
(High School; \$23.26/hour; new position)

Pamela Rose, Cafeteria Aide  
Effective May 11, 2018  
(Manetuck; Step 1; replacing P. Cinquemani {resigned})

**CL-2                    RESIGNATION**

Michael Cacciotti, Guard  
Effective May 25, 2018  
(Paul J. Bellew)

**CL-3                    RETIREMENT**

Dawn Lotter, Part Time Food Service Worker  
Effective June 9, 2018  
(High School)

**CL-4                    SUBSTITUTE CUSTODIAN (\$11.50/hour)**

William Delaney, III, effective May 11, 2018

**CL-5                    SUBSTITUTE FOOD SERVICE WORKER (\$11.50/hour)**

\*Kathleen Slayback, effective May 11, 2018

**CL-6                    SUBSTITUTE SPECIAL EDUCATION AIDE**

Pamela Rose, effective May 11, 2018

*\*Conditional pending fingerprinting clearance*

OTHER

ADULT EDUCATION 2018-2019

Phil DePompeo, Coordinator - \$7,920 (\$3,960/semester)  
Michelle Grover, Secretary - \$7,022 (\$3,511/semester)

DRIVER EDUCATION 2018-2019

Patricia Stack, Coordinator - \$5,217 (\$1,739/semester)

ENRICHMENT 2018-2019

John Ruggiero, Coordinator - \$5,385 (\$1,795/semester)

ENRICHMENT INSTRUCTORS SUMMER 2018 ( \$275 per session)

Kristyna Acerno (Coding)  
Michelle Edgley (Blast Off/Soak & Scrub)  
Tami Lombardi (Cooking)  
Tom McGunnigle (Art)  
Robert Watts (Guitar & Piano)

PROGRAM SECRETARY, DRIVER EDUCATION/ENRICHMENT 2018-2019

Dorothy Rabin, Driver Education Secretary - \$3,792 (\$1,264/semester)  
Dorothy Rabin, Enrichment Secretary - \$2,325 (\$775/semester)

PSAT/SAT 2018-2019

Dennis Adams, Coordinator - \$5,164

SUBSTITUTE TEACHER (\$115 per diem)

Karen Diaz, effective April 30, 2018  
Gina Giambruno, effective May 11, 2018

SUBSTITUTE TEACHING ASSISTANT (\$85 per diem)

Gina Giambruno, effective May 11, 2018

---

WI  
WEST ISLIP PUBLIC SCHOOLS  
INTEROFFICE MEMORANDUM

RECEIVED  
OFFICE OF SUPERINTENDENT  
WEST ISLIP U.F.S.D.  
2018 APR 18 AM 10: 03

---

*Office of Curriculum & Instruction*  
930-1559

**TO:** Bernadette Burns  
**FROM:** Anne Rullan  
**DATE:** April 17, 2018  
**SUBJECT:** Curriculum Development Projects & Name Change Requests

---

The following curriculum development projects, name change requests and curriculum writing projects have been submitted to the Curriculum Development Committee for review. The requests were reviewed by the Secondary Curriculum Committee at the meeting held on October 25, 2017 and shared with the Education Committee at the November 9, 2017 meeting. I am requesting the projects be placed on the agenda for Board of Education approval at the May 10, 2018 meeting.

**Name Changes:**

- Advanced Photo Video *to* Video Production
- Basic Electricity/Electronics *to* Electricity/Electronics
- Intro to Spanish/Italian/ASL and 1R *to* Spanish/Italian/ASL 1A and 1B
- Land Transportation *to* Introduction *to* Automotive Technology
- Pre—Calculus/Introduction *to* Calculus *to* Calculus

**New Courses (including curriculum writing)**

- Media Literacy (Grade 12 Elective)
- SAT Prep in Math Skills
- Spanish for Conversation
- Writing for College and Career (Grade 12 Elective)

**Curriculum Writing Projects**

- English 12 Revision from full to half year course
- Review and Revision of K-6 Science Curriculum
- Science 7
- Skills in Science Research Revision
- Technology 7
- Technology 8

I am available should you need additional information.

Thank you.



**Kathleen M. Sapanski**  
**Director of Mathematics K-12 and**  
**Business Education**

West Islip School District  
One Lion's Path  
West Islip, New York 11795  
(631)504-5808

**TO:** Dr. Anne Rullan  
**DATE:** April 20, 2018  
**RE:** Adoption of Math

After careful research, committee meetings, and recommendations from elementary teachers, I formally request adoption of the Singapore Math series, Dimensions, for the West Islip School District. I request that this adoption take place for the 2018-2019 school year for students in Kindergarten, 1<sup>st</sup>, and 2<sup>nd</sup> grades. Students in 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade could transition to this series in the 2019-2020 school year. The Dimensions series utilizes the same pedagogical practices introduced under the Common Core Standards and Next Generation Standards, but with a focused, skill-based approach, which will positively affect student learning and understanding significantly.

Thank you for your consideration of this worthwhile change.

Kathy

**The Vicious Cycle**

**213 Higbie Lane**

**West Islip NY 11795**

**Bike Rack Proposal**

**631-669-3174**

The Vicious Cycle bike shop would like to donate a bicycle rack to Oquenock School, for all the students and faculty to use.

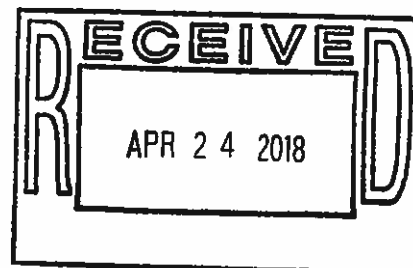
It will be roughly be 16 feet long, 3 feet wide and stand 3 feet tall and hold 18 bikes

It will be made out heavy gauge zinc plated steel and will be secured to the ground via lag bolts, concrete, ect.

It will have a name plate secured to it, indicating who it was donated by, i.e.; The Vicious Cycle

It will be delivered by The Vicious Cycle, on a date agreed upon.

The cost of this rack with assembly and delivery would be \$750. However, there will be no cost to the school, as this will be donated on behalf of The Vicious Cycle





**West Islip Baseball Booster Club  
Kelly & Tom Parson – President**

April 18, 2018

To Members of the West Islip Board of Education;

The West Islip Baseball Booster Club would like to donate a batting cage net to the West Islip Baseball Program. This net will replace the existing batting cage net adjacent to the baseball field. (See attached for itemized breakdown.)

The total cost of the above item is \$3737.00.

We will have the above items delivered to the address provided by Mr. Horan and are asking that the districts' building and grounds install them as well as take down the existing one.

Please let us know if there are any questions or concerns regarding this matter.

Sincerely,

Kelly & Tom Parson  
President WIBBC



# Order Status

Order Date	Sales #	Order #	Customer PO #
4/16/2018		SO142652	

150 Wood Rd  
 Suite 200  
 Braintree, MA 02184  
 Phn: 800.365.6171  
 Fax: 508.580.0211  
 www.OnDeckSports.com

Sales Rep: Greg Bitsimis

**Ship To**  
 West Islip High School  
 1 Lions Path  
 West Islip NY 11795  
 United States

**Bill To**  
 West Islip Rooster Club

**Fulfillments: Tracking Numbers**  
 IF180249: 434303538210

Item	Quantity	Description	Status	Ship Date	Carrier	Fulfillment
SN6014	2	Vinyl Backdrop w/white target 40 oz	Shipped	4/16/2018	FedEx Ground	IF180249
SN6020A	1	Spring Clips (set of 50)	Shipped	4/16/2018	FedEx Ground	IF180249
SNCUSBC : SNCUSBC-42-B	4500	#42 Nylon Custom Batting Cage, ceiling ropes in both directions every 6-8', vertical ropes at each corner Shell Net - 12'H x 30'W x 70'L - w/1 ceiling rope down center	Pending Fulfillment			
SN6003	2	Flap Door 4'x8' Panel Door C Door G 10' From Corner	Pending Fulfillment			
SNCUSNP : SNCUSNP-42-B	900	#42 Nylon Custom Netting Panel with rope border around entire perimeter - Black 1 divider panel 75' x 12'	Pending Fulfillment			
FECUBAR	210	Custom Windscreen Barriers, 18 inches H x 70'L, and grommets every 12" on one finished Length only, Vinyl border around entire perimeter, Black 2 @ 18 inches x 70'L	Pending Fulfillment			

- **Pending Fulfillment:** If any items listed above reflect this status, the item fulfillment is in process. The timing of item fulfillments can vary, you will be notified with an updated order status once shipped.
- **Multiple Shipments:** When possible On Deck Sports will fulfill your order with a single shipment. However, under certain circumstances your order may be fulfilled with multiple shipments. In those instances, On Deck Sports will notify you with an updated order status as items are shipped.
- **Back Orders:** If any items listed above reflect this status, the items ordered are currently out of stock. The timing of back orders can vary and may be out of our control. If you wish to order a substitute item please contact the sales representative indicated above at 800-365-6171.
- **Damages/Shortages:** This merchandise was carefully packed and thoroughly inspected before leaving our warehouse. In addition, merchandise is counted and checked to packing slips prior to shipment. To preserve your right to file damage/shortage claims with On Deck Sports on freight shipments, we suggest you indicate "subject to concealed damage inspection" on the bill of lading. In addition, contact On Deck Sports customer service at 800-365-6171 to obtain a return merchandise authorization (RMA) number. No returns will be accepted without a previously issued RMA number.

Did you know that you can check your order status at OnDeckSports.com ? Simply login with your credentials and click on 'My Account'. In addition, if you have questions concerning your order or account contact our customer service department at 800-365-6171, Monday - Friday, 8:30am to 5:00pm ET.



WI

West Islip Public Schools  
The Michael and Christine Freyer Administration Building  
100 Sherman Avenue. West Islip, New York 11795  
TEL: (631) 930-1540 FAX: (631) 893-3245



Bernadette M. Burns  
Superintendent of Schools

Tim Horan, CAA  
Director of Physical Education, Health  
Athletics, Recreation & Family and Consumer Science

**MEMO TO:** Wendy Duffy

**FROM:** T. Horan, Director of Physical Education, Health, Athletics, Recreation & FACS

**RE:** Surplus Beach Street Health Textbooks

**DATE:** 5/1/18

---

I would like to request permission to surplus the following textbooks from the Beach Street Health Education inventory:

1. Teen Health, Course 2- copyright 1996- 278 textbooks

We currently use the textbook titled 'Teen Health Course 3'

WI  
Slip

**Board of Cooperative Educational Services  
First Supervisory District of Suffolk County**

**Multi-Year Service Agreement**

District: West Islip Union Free School District

Project Number and Name: Project #FW-WI-042418-2018-2021 // Fiber WAN Project

Co-Ser Number and Name: 601 R003 – Administrative LAN/WAN Support

Term: 3 Years  
Effective Date: July 1, 2018 End Date: June 30, 2021

Type of Project:  Financed Project  Non Financed Project

1.

This Multi-year Service Agreement (“Service Agreement”) is entered into by and between the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter referred to as “BOCES”) and the School District noted above (hereinafter referred to as the “District”).

WHEREAS, BOCES responds to program requests and initiatives from participating school districts and the New York State Education Department (“SED”) and determines needs that would be most efficiently and cost effectively met on a regional, cooperative basis; and

WHEREAS, the District has requested the items identified in Project Proposal Exhibit A (“Items”) and the services identified in Project Proposal *Exhibit A* (“Services”) and BOCES elects to lease the Items and provide the Services to the District;

NOW, THEREFORE, BOCES AND the DISTRICT agree as follows:

2. **Definitions** - As used in this Service Agreement, the following definitions shall apply:
- a. **“Acceptance Period”** shall mean a 30 day time-period following BOCES’ delivery of Items to the District. During such time period, the District shall either accept or reject responsibility for the Items
  - b. **“BOCES Approved Software List”** shall mean a current list of software applications that are available for District use and supported by BOCES. The Approved Software List may be requested from BOCES Regional Information Center. Districts may request a software application be added to the Approved Software List by completing and submitting a request form, a copy of which is available upon request to BOCES Regional Information Center
  - c. **“Cooperative Service Agreement (“Co-Ser”)** shall mean an approved cooperative agreement of a shared service between a BOCES and two or more Districts.
  - d. **“Estimated Cost/Payment Schedule”** shall mean a summary of the estimated annual costs and schedule of payments for the Project (Items and/or Services) in accordance with the Service Agreement and is attached hereto as *Exhibit B*.

- e. **“Final Payment Schedule”** shall mean a detailed listing of the total annual costs of the Project that is prepared by BOCES upon completion of all Project purchases. This Schedule may be used by the District to assist with annual budgeting for the Project.
- f. **“Financed Project”** shall mean the Project through which BOCES obtains financing to purchase Items (hardware/software), and leases the Items (hardware/software) to the District for a stated term. The Projects are financed through the BOCES’ awarded financing company. All financed Projects require SED approval.
- g. **“Inventory List”** shall mean a form provided by BOCES to the District and attached hereto as *Exhibit C*. The District shall be required to complete such form and return it to BOCES in accordance with Section 8 below.
- h. **“Items”** shall mean products/equipment identified in Exhibit A to be provided by BOCES to a District
- i. **“Non-Financed Project”** shall mean the Project through which BOCES leases to the District for a stated term.
- j. **“Project”** shall mean a project that provides for (i) BOCES’ acquisition of Items (hardware/software) through a NYS Contract or other authorized purchasing vehicle, (ii) annual installment payments made by the District and (iii) subsequent provision of Items and Services (if applicable) to the District pursuant to this Service Agreement.
- k. **“Project Change Order”** shall mean a document that is prepared by BOCES after SED approval and then presented to the District to update the terms of the original Service Agreement to reflect current technology standards and prices. Any needed Item substitutions, adjusted prices, additions, and/or deletions shall be made prior to the creation of purchase orders. The Project Change Order shall require a written authorization of acceptance from the District. Project Change Orders shall not alter the Project Proposal Exhibit A in any way that may be deemed to be substantive. BOCES shall determine the substantive nature of such change in its sole discretion.
- l. **“Project Proposal”** shall mean a document prepared by BOCES listing Items and/or Services to be provided by BOCES to a District and attached hereto as *Exhibit A*. Upon signature by authorized parties of District, the Project Proposal shall become finalized as the Project or Financed Project as appropriate pursuant to this Service Agreement.
- m. **“Service Agreement”** shall mean this agreement, any attached exhibits or schedules and any amendments to this Service Agreement, which are in writing and signed by both parties.
- n. **“Services”** shall mean services to be provided by BOCES to a District and identified on *Exhibit A* (if any).

### 3. BOCES’ Responsibilities

- a. BOCES will work with the District to ensure that the Project or the Financed Project as applicable, is consistent with regional standards adopted in the annual Chapter 793 process.
- b. In accordance with this Service Agreement, BOCES will acquire, install (if applicable), and maintain (if applicable) all Items (hardware and software) on the District’s behalf as noted in *Exhibit A*. BOCES shall retain ownership of all such Items (hardware and software) and such maintenance shall only be provided by BOCES.
- c. Where applicable, BOCES may provide operating system management, network management, and/or application software management (“Management”) to the District, however, such Management may only be provided pursuant to the District’s participation in and adherence to the Co-Ser.
- d. Upon expiration of this Service Agreement, BOCES will coordinate removal of Items with the District in accordance with *Exhibit D*, “Item Removal Procedure”.
- e. In accordance with Co-Ser requirements and SED guidelines, BOCES will file for aid eligibility on behalf of the District.

- f. For Financed Projects, BOCES will provide a final payment schedule to the District.
- g. BOCES will make reasonable efforts to secure timely delivery of Items on the District's behalf and will keep the District informed of delays. BOCES is not responsible for delays in delivery and installation due to events beyond its control, including, but not limited to, changes in New York State Office of General Services contracts, failure of any vendors to stock or procure contracted materials, or shipping delays.

#### 4. District Responsibilities

- a. During the Acceptance Period, The District shall either (i) inform BOCES that it has accepted responsibility for the delivered Items pursuant to this Service Agreement or (ii) inform BOCES that it has rejected responsibility for the delivered Items due to a problem with the Items such as damaged/defective Items, incorrect quantity of Items; etc. Such acceptance or rejection shall be in writing to BOCES in accordance with Section 14 below.
- b. In the event the District does not notify BOCES of acceptance or rejection of the Items within the Acceptance Period, the Items, at the end of the Acceptance Period and upon receipt by BOCES of proof of delivery to the District, will be considered accepted and the District agrees to accept responsibility for the cost of the delivered Items.
- c. The District shall be responsible for making all payments in accordance with this Service Agreement.
- d. Only software from the BOCES Approved Software List shall be made available and/or installed on BOCES owned networks/hardware. In the event the District wishes to add software to the BOCES Approved Software List during the time that District is in possession of the Items, District shall submit such request to BOCES Regional Information Center and approval shall not be unreasonably withheld or delayed.
- e. The District will provide a contact person to work with BOCES on all issues related to implementation and management of this Service Agreement as well as on-going support.
- f. The District will control all local user access lists, and other local network administrative functions during such time that the District is in possession of the Items.
- g. The District shall be responsible for complying with BOCES current written standards regarding backup of all data during such time that the District is in possession of the Items. BOCES current written standards may be requested from BOCES Regional Information Center.
- h. The District assumes full responsibility for the care, custody, and control of the Items upon delivery and during the time the District is in possession of the Items. The District shall insure these Items at the value listed in *Exhibit A* pursuant to *Exhibit E* "Insurance Coverage Options" which the District shall complete naming BOCES, and the financing company if applicable, as additional insureds for the term of this Service Agreement. In the event the District chooses Option 1 of *Exhibit E*, the District shall provide to BOCES an insurance endorsement as evidence of the required coverage annually.
- i. During the time the District is in possession of the Items, the District will be responsible for taking appropriate care to prevent loss or damage to Items due to abuse, theft or vandalism.
  - 1. The District shall be responsible for all costs associated with such loss or damage, and shall report such loss or damage to BOCES in the Report of Theft or Vandalism form attached hereto as *Exhibit F*.
  - 2. In the event of such loss or damage, the District will provide replacement value of the Item(s) to BOCES and remit payment to BOCES for the Item(s). Upon receipt of such payment, BOCES shall provide replacement Items to the District.
- j. The District certifies that the Items provided under this Service Agreement are being used in conjunction with one or more BOCES Co-ser services in a manner consistent with Co-Ser requirements. The District acknowledges that its State Aid eligibility for BOCES

Services provided under this Service Agreement may be jeopardized if the District fails to comply with such Co-Ser requirements.

- k. The District will provide adequate electrical service and cabling, consistent with the minimum manufacturer/vendor hardware and/or connectivity specifications. The District will also provide all furniture required for the new Items. If applicable, BOCES shall provide the District with the specifications for such Items and shall make its staff available to the District for consultation with the performance of the requirements in this provision.
- l. The District will assure adequate hardware consistent with the minimum manufacturer/vendor specified configuration required to install and execute software application Items. BOCES shall provide the District with the specifications for such Items and shall make its staff available to the District for consultation with the performance of the requirements in this provision.
- m. In the event the District elects to have hardware equipment Items removed from the District, the District shall (i) erase all hard drives and other storage devices before the Items are returned to BOCES, (ii) attest to erasure by completion of the Hard Drive Erasure Confirmation Form attached as *Exhibit G* and (iii) shall comply with BOCES' "Item Removal Procedure" attached hereto as *Exhibit D*.

#### **5. Cost**

Cost quoted in the *Exhibit A* is in effect as of the effective date of the Service Agreement. BOCES will document any subsequent changes in cost for the District in a Project Change Order. As it pertains to decreased costs, the District shall have the option of applying the difference to a future payment in this Service Agreement or increasing the quantity of BOCES provided Items and/or Services. As it pertains to increased costs, the District shall be required to reduce the quantity of BOCES provided Items and/or Services for the difference.

#### **6. Required Approvals**

This Service Agreement must be approved by the District's Board of Education, as evidenced by the District's Superintendent and District's Board of Education President's signatures, in addition to the signature of the BOCES Chief Operating Officer and BOCES Board President. The BOCES District Clerk's signature is also required on the Resolution Authorizing and Approving Agreement attached hereto as *Exhibit H*. After approval by both the District and BOCES, non-financed Items and/or Services may be ordered. As it pertains to financed items, an additional approval is required by the SED; such approval shall be obtained by BOCES' Board. Upon receipt of all required approvals, and bank closing, financed Items shall be ordered by BOCES.

#### **7. Ownership of Items**

Items provided under this Service Agreement shall remain the property of BOCES.

#### **8. Inventory Requirement**

- a. Within 30 days of receipt of Items by District, the District shall be required to complete the Inventory List attached hereto as *Exhibit C* and return it to BOCES. Each year thereafter within 30 days of the anniversary of the Effective Date, the District shall complete the Inventory List and the Annual Verification of Item Inventory Form attached hereto as *Exhibit I* and return both forms to BOCES. The District shall be responsible for obtaining all serial numbers for procured Items. As applicable, BOCES shall make reasonable efforts to assist in this process.
- b. Upon determination by the parties that the Items have become obsolete, the District shall follow the Item Removal Procedure attached hereto as *Exhibit D*.

**9. Rules and Regulations**

It is understood and agreed that while on school grounds, BOCES, its employees and/or agents shall obey all of the District's rules and regulations and must follow all reasonable directives of the District administrators and employees. The District must provide an up-to-date version of the rules and regulations to BOCES.

**10. Assignment**

Neither party shall assign, transfer, convey, sublet, pledge, hypothecate, or otherwise dispose of its rights, title, or interests herein, or its power to execute this Service Agreement, to any person or corporation.

**11. Titles**

The titles of the sections of this Service Agreement are solely for the convenience of the parties and shall not be used as an aid in the interpretation of the terms and conditions thereof.

**12. Laws**

This Service Agreement shall be governed by the laws of the State of New York. Any claim or action arising under this Service Agreement shall have venue in Suffolk County, New York.

**13. Indemnification**

- a. The District shall defend, indemnify and hold harmless BOCES from any and all claims or suits brought against BOCES arising without limitation, from any negligent act or omission by the District under this Service Agreement, including but not limited to, payment of any obligation to pay a claim, judgment or other monies, including reasonable attorneys' fees, incurred by BOCES.
- b. BOCES shall defend, indemnify and hold harmless the District from any and all claims or suits brought against the District arising, without limitation, from any negligent act or omission by BOCES under this Service Agreement, including but not limited to, payment of any obligation to pay a claim, judgment or other monies, including reasonable attorneys' fees, incurred by the District.

**14. Notice**

All notices required or permitted shall be made in writing by hand delivery or by registered or certified mail, or by a recognized courier service. Notice shall be deemed given on the date of delivery or upon receipt. Notice shall be delivered or mailed to:

**District:**  
 West Islip UFSD  
 100 Sherman Avenue  
 West Islip, NY 11795  
 Attn: Sue Huscilowitc

**BOCES:**  
 Eastern Suffolk BOCES  
 201 Sunrise Highway  
 Patchogue, NY 11772  
 Attention: Management  
 Services

Regional Information Center  
 15 Andrea Road  
 Holbrook, NY 11741  
 Attention: Darlene Rocas

**15. Miscellaneous**

This Service Agreement is the complete and exclusive statement of the agreement between the parties, and supersedes all prior contemporaneous proposals, oral or written, understandings, representations, conditions, or covenants between the parties relating to the subject matter of this Service Agreement.



This Service Agreement may only be amended by a writing executed by authorized representatives of both parties.

Should any part of this Service Agreement, for any reason, be declared invalid, such decision shall not affect the validity of any remaining parts of this Service Agreement. Such remaining parts shall remain in full force as if this Service Agreement had been executed with the invalid part eliminated.

The following sections shall survive termination of this Service Agreement: Sections 10, 12 and 13.

By signing this Service Agreement, the District agrees that the Items and/or Services provided under this Service Agreement meet the needs and expectations of the District. The signatures below attest that this Service Agreement is acceptable to both parties.

**District:** West Islip UFSD School District

By: \_\_\_\_\_ Date \_\_\_\_\_ By: \_\_\_\_\_ Date \_\_\_\_\_  
Superintendent Board of Education President

**BOCES**

By: \_\_\_\_\_ Date \_\_\_\_\_ By: \_\_\_\_\_ Date \_\_\_\_\_  
Chief Operating Officer Board President

- Attachments: *Exhibit A Project Proposal*  
*Exhibit B Estimated Cost/Payment Schedule*  
*Exhibit C Inventory List*  
*Exhibit D Item Removal Procedure*  
*Exhibit E Insurance Coverage Options*  
*Exhibit F Report of Theft or Vandalism Form*  
*Exhibit G Hard Drive Erasure Confirmation Form*  
*Exhibit H Resolution Authorizing and Approving Agreement*  
*Exhibit I Annual Verification of Item Inventory Form*

**Board of Cooperative Educational Services  
First Supervisory District of Suffolk County**

**Multi-Year Service Agreement**

District: West Islip Union Free School District

Project Number and Name: Project #FW-WI-042518-2018-2023 // Fiber WAN Project

Co-Ser Number and Name: 601 R003 – Administrative LAN/WAN Support

Term: 5 Years  
Effective Date: August 1, 2018 End Date: July 31, 2023

Type of Project:      Financed Project      Non Financed Project

1. This Multi-year Service Agreement ("Service Agreement") is entered into by and between the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter referred to as "BOCES") and the School District noted above (hereinafter referred to as the "District").

WHEREAS, BOCES responds to program requests and initiatives from participating school districts and the New York State Education Department ("SED") and determines needs that would be most efficiently and cost effectively met on a regional, cooperative basis; and

WHEREAS, the District has requested the items identified in Project Proposal Exhibit A ("Items") and the services identified in Project Proposal *Exhibit A* ("Services") and BOCES elects to lease the Items and provide the Services to the District;

NOW, THEREFORE, BOCES AND the DISTRICT agree as follows:

2. **Definitions** - As used in this Service Agreement, the following definitions shall apply:
- a. **"Acceptance Period"** shall mean a 30 day time-period following BOCES' delivery of Items to the District. During such time period, the District shall either accept or reject responsibility for the Items
  - b. **"BOCES Approved Software List"** shall mean a current list of software applications that are available for District use and supported by BOCES. The Approved Software List may be requested from BOCES Regional Information Center. Districts may request a software application be added to the Approved Software List by completing and submitting a request form, a copy of which is available upon request to BOCES Regional Information Center
  - c. **"Cooperative Service Agreement ("Co-Ser")"** shall mean an approved cooperative agreement of a shared service between a BOCES and two or more Districts.
  - d. **"Estimated Cost/Payment Schedule"** shall mean a summary of the estimated annual costs and schedule of payments for the Project (Items and/or Services) in accordance with the Service Agreement and is attached hereto as *Exhibit B*.

- e. **“Final Payment Schedule”** shall mean a detailed listing of the total annual costs of the Project that is prepared by BOCES upon completion of all Project purchases. This Schedule may be used by the District to assist with annual budgeting for the Project.
- f. **“Financed Project”** shall mean the Project through which BOCES obtains financing to purchase Items (hardware/software), and leases the Items (hardware/software) to the District for a stated term. The Projects are financed through the BOCES’ awarded financing company. All financed Projects require SED approval.
- g. **“Inventory List”** shall mean a form provided by BOCES to the District and attached hereto as *Exhibit C*. The District shall be required to complete such form and return it to BOCES in accordance with Section 8 below.
- h. **“Items”** shall mean products/equipment identified in Exhibit A to be provided by BOCES to a District
- i. **“Non-Financed Project”** shall mean the Project through which BOCES leases to the District for a stated term.
- j. **“Project”** shall mean a project that provides for (i) BOCES’ acquisition of Items (hardware/software) through a NYS Contract or other authorized purchasing vehicle, (ii) annual installment payments made by the District and (iii) subsequent provision of Items and Services (if applicable) to the District pursuant to this Service Agreement.
- k. **“Project Change Order”** shall mean a document that is prepared by BOCES after SED approval and then presented to the District to update the terms of the original Service Agreement to reflect current technology standards and prices. Any needed Item substitutions, adjusted prices, additions, and/or deletions shall be made prior to the creation of purchase orders. The Project Change Order shall require a written authorization of acceptance from the District. Project Change Orders shall not alter the Project Proposal Exhibit A in any way that may be deemed to be substantive. BOCES shall determine the substantive nature of such change in its sole discretion.
- l. **“Project Proposal”** shall mean a document prepared by BOCES listing Items and/or Services to be provided by BOCES to a District and attached hereto as *Exhibit A*. Upon signature by authorized parties of District, the Project Proposal shall become finalized as the Project or Financed Project as appropriate pursuant to this Service Agreement.
- m. **“Service Agreement”** shall mean this agreement, any attached exhibits or schedules and any amendments to this Service Agreement, which are in writing and signed by both parties.
- n. **“Services”** shall mean services to be provided by BOCES to a District and identified on *Exhibit A* (if any).

### 3. BOCES’ Responsibilities

- a. BOCES will work with the District to ensure that the Project or the Financed Project as applicable, is consistent with regional standards adopted in the annual Chapter 793 process.
- b. In accordance with this Service Agreement, BOCES will acquire, install (if applicable), and maintain (if applicable) all Items (hardware and software) on the District’s behalf as noted in *Exhibit A*. BOCES shall retain ownership of all such Items (hardware and software) and such maintenance shall only be provided by BOCES.
- c. Where applicable, BOCES may provide operating system management, network management, and/or application software management (“Management”) to the District, however, such Management may only be provided pursuant to the District’s participation in and adherence to the Co-Ser.
- d. Upon expiration of this Service Agreement, BOCES will coordinate removal of Items with the District in accordance with *Exhibit D*, “Item Removal Procedure”.
- e. In accordance with Co-Ser requirements and SED guidelines, BOCES will file for aid eligibility on behalf of the District.

- f. For Financed Projects, BOCES will provide a final payment schedule to the District.
- g. BOCES will make reasonable efforts to secure timely delivery of Items on the District's behalf and will keep the District informed of delays. BOCES is not responsible for delays in delivery and installation due to events beyond its control, including, but not limited to, changes in New York State Office of General Services contracts, failure of any vendors to stock or procure contracted materials, or shipping delays.

#### 4. District Responsibilities

- a. During the Acceptance Period, The District shall either (i) inform BOCES that it has accepted responsibility for the delivered Items pursuant to this Service Agreement or (ii) inform BOCES that it has rejected responsibility for the delivered Items due to a problem with the Items such as damaged/defective Items, incorrect quantity of Items; etc. Such acceptance or rejection shall be in writing to BOCES in accordance with Section 14 below.
- b. In the event the District does not notify BOCES of acceptance or rejection of the Items within the Acceptance Period, the Items, at the end of the Acceptance Period and upon receipt by BOCES of proof of delivery to the District, will be considered accepted and the District agrees to accept responsibility for the cost of the delivered Items.
- c. The District shall be responsible for making all payments in accordance with this Service Agreement.
- d. Only software from the BOCES Approved Software List shall be made available and/or installed on BOCES owned networks/hardware. In the event the District wishes to add software to the BOCES Approved Software List during the time that District is in possession of the Items, District shall submit such request to BOCES Regional Information Center and approval shall not be unreasonably withheld or delayed.
- e. The District will provide a contact person to work with BOCES on all issues related to implementation and management of this Service Agreement as well as on-going support.
- f. The District will control all local user access lists, and other local network administrative functions during such time that the District is in possession of the Items.
- g. The District shall be responsible for complying with BOCES current written standards regarding backup of all data during such time that the District is in possession of the Items. BOCES current written standards may be requested from BOCES Regional Information Center.
- h. The District assumes full responsibility for the care, custody, and control of the Items upon delivery and during the time the District is in possession of the Items. The District shall insure these Items at the value listed in *Exhibit A* pursuant to *Exhibit E* "Insurance Coverage Options" which the District shall complete naming BOCES, and the financing company if applicable, as additional insureds for the term of this Service Agreement. In the event the District chooses Option 1 of *Exhibit E*, the District shall provide to BOCES an insurance endorsement as evidence of the required coverage annually.
- i. During the time the District is in possession of the Items, the District will be responsible for taking appropriate care to prevent loss or damage to Items due to abuse, theft or vandalism.
  - 1. The District shall be responsible for all costs associated with such loss or damage, and shall report such loss or damage to BOCES in the Report of Theft or Vandalism form attached hereto as *Exhibit F*.
  - 2. In the event of such loss or damage, the District will provide replacement value of the Item(s) to BOCES and remit payment to BOCES for the Item(s). Upon receipt of such payment, BOCES shall provide replacement Items to the District.
- j. The District certifies that the Items provided under this Service Agreement are being used in conjunction with one or more BOCES Co-ser services in a manner consistent with Co-Ser requirements. The District acknowledges that its State Aid eligibility for BOCES

Services provided under this Service Agreement may be jeopardized if the District fails to comply with such Co-Ser requirements.

- k. The District will provide adequate electrical service and cabling, consistent with the minimum manufacturer/vendor hardware and/or connectivity specifications. The District will also provide all furniture required for the new Items. If applicable, BOCES shall provide the District with the specifications for such Items and shall make its staff available to the District for consultation with the performance of the requirements in this provision.
- l. The District will assure adequate hardware consistent with the minimum manufacturer/vendor specified configuration required to install and execute software application Items. BOCES shall provide the District with the specifications for such Items and shall make its staff available to the District for consultation with the performance of the requirements in this provision.
- m. In the event the District elects to have hardware equipment Items removed from the District, the District shall (i) erase all hard drives and other storage devices before the Items are returned to BOCES, (ii) attest to erasure by completion of the Hard Drive Erasure Confirmation Form attached as *Exhibit G* and (iii) shall comply with BOCES' "Item Removal Procedure" attached hereto as *Exhibit D*.

**5. Cost**

Cost quoted in the *Exhibit A* is in effect as of the effective date of the Service Agreement. BOCES will document any subsequent changes in cost for the District in a Project Change Order. As it pertains to decreased costs, the District shall have the option of applying the difference to a future payment in this Service Agreement or increasing the quantity of BOCES provided Items and/or Services. As it pertains to increased costs, the District shall be required to reduce the quantity of BOCES provided Items and/or Services for the difference.

**6. Required Approvals**

This Service Agreement must be approved by the District's Board of Education, as evidenced by the District's Superintendent and District's Board of Education President's signatures, in addition to the signature of the BOCES Chief Operating Officer and BOCES Board President. The BOCES District Clerk's signature is also required on the Resolution Authorizing and Approving Agreement attached hereto as *Exhibit H*. After approval by both the District and BOCES, non-financed Items and/or Services may be ordered. As it pertains to financed items, an additional approval is required by the SED; such approval shall be obtained by BOCES' Board. Upon receipt of all required approvals, and bank closing, financed Items shall be ordered by BOCES.

**7. Ownership of Items**

Items provided under this Service Agreement shall remain the property of BOCES.

**8. Inventory Requirement**

- a. Within 30 days of receipt of Items by District, the District shall be required to complete the Inventory List attached hereto as *Exhibit C* and return it to BOCES. Each year thereafter within 30 days of the anniversary of the Effective Date, the District shall complete the Inventory List and the Annual Verification of Item Inventory Form attached hereto as *Exhibit I* and return both forms to BOCES. The District shall be responsible for obtaining all serial numbers for procured Items. As applicable, BOCES shall make reasonable efforts to assist in this process.
- b. Upon determination by the parties that the Items have become obsolete, the District shall follow the Item Removal Procedure attached hereto as *Exhibit D*.

**9. Rules and Regulations**

It is understood and agreed that while on school grounds, BOCES, its employees and/or agents shall obey all of the District's rules and regulations and must follow all reasonable directives of the District administrators and employees. The District must provide an up-to-date version of the rules and regulations to BOCES.

**10. Assignment**

Neither party shall assign, transfer, convey, sublet, pledge, hypothecate, or otherwise dispose of its rights, title, or interests herein, or its power to execute this Service Agreement, to any person or corporation.

**11. Titles**

The titles of the sections of this Service Agreement are solely for the convenience of the parties and shall not be used as an aid in the interpretation of the terms and conditions thereof.

**12. Laws**

This Service Agreement shall be governed by the laws of the State of New York. Any claim or action arising under this Service Agreement shall have venue in Suffolk County, New York.

**13. Indemnification**

- a. The District shall defend, indemnify and hold harmless BOCES from any and all claims or suits brought against BOCES arising without limitation, from any negligent act or omission by the District under this Service Agreement, including but not limited to, payment of any obligation to pay a claim, judgment or other monies, including reasonable attorneys' fees, incurred by BOCES.
- b. BOCES shall defend, indemnify and hold harmless the District from any and all claims or suits brought against the District arising, without limitation, from any negligent act or omission by BOCES under this Service Agreement, including but not limited to, payment of any obligation to pay a claim, judgment or other monies, including reasonable attorneys' fees, incurred by the District.

**14. Notice**

All notices required or permitted shall be made in writing by hand delivery or by registered or certified mail, or by a recognized courier service. Notice shall be deemed given on the date of delivery or upon receipt. Notice shall be delivered or mailed to:

**District:**  
 West Islip UFSD  
 100 Sherman Avenue  
 West Islip, NY 11795  
 Attn: Sue Huscilowitc

**BOCES:**  
 Eastern Suffolk BOCES  
 201 Sunrise Highway  
 Patchogue, NY 11772  
 Attention: Management  
 Services

Regional Information Center  
 15 Andrea Road  
 Holbrook, NY 11741  
 Attention: Darlene Rocces

**15. Miscellaneous**

This Service Agreement is the complete and exclusive statement of the agreement between the parties, and supersedes all prior contemporaneous proposals, oral or written, understandings, representations, conditions, or covenants between the parties relating to the subject matter of this Service Agreement.

This Service Agreement may only be amended by a writing executed by authorized representatives of both parties.

Should any part of this Service Agreement, for any reason, be declared invalid, such decision shall not affect the validity of any remaining parts of this Service Agreement. Such remaining parts shall remain in full force as if this Service Agreement had been executed with the invalid part eliminated.

The following sections shall survive termination of this Service Agreement: Sections 10, 12 and 13.

By signing this Service Agreement, the District agrees that the Items and/or Services provided under this Service Agreement meet the needs and expectations of the District. The signatures below attest that this Service Agreement is acceptable to both parties.

**District:** West Islip UFSD School District

By: \_\_\_\_\_ Date \_\_\_\_\_ By: \_\_\_\_\_ Date \_\_\_\_\_  
Superintendent Board of Education President

**BOCES**

By: \_\_\_\_\_ Date \_\_\_\_\_ By: \_\_\_\_\_ Date \_\_\_\_\_  
Chief Operating Officer Board President

- Attachments: *Exhibit A Project Proposal*  
*Exhibit B Estimated Cost/Payment Schedule*  
*Exhibit C Inventory List*  
*Exhibit D Item Removal Procedure*  
*Exhibit E Insurance Coverage Options*  
*Exhibit F Report of Theft or Vandalism Form*  
*Exhibit G Hard Drive Erasure Confirmation Form*  
*Exhibit H Resolution Authorizing and Approving Agreement*  
*Exhibit I Annual Verification of Item Inventory Form*

School Year 2018-2019

**RESOLUTION (A)**

**JOINT MUNICIPAL COOPERATIVE BIDDING PROGRAM**

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the West Islip Union Free School District, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.



**BE IT FURTHER RESOLVED** that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

Dated: May 10, 2018

West Islip Union Free School District

---

Steven D. Gellar  
School Board President

Contact Person:  
Wendy J. Duffy  
Assistant Superintendent for Business  
[w.duffy@wi.k12.ny.us](mailto:w.duffy@wi.k12.ny.us)

Created: June 15, 2004  
Revised: March 15, 2010

**EASTERN SUFFOLK BOCES**  
201 SUNRISE HIGHWAY  
PATCHOGUE, NY 11772

**Contract for Cooperative Educational Services**

THIS AGREEMENT made this 1st day of July, 2018 by and between the EASTERN SUFFOLK BOCES, party of the first part, and WEST ISLIP UFSD, party of the second part.

WITNESSETH, That whereas party of the first part has been duly authorized to provide the approved Services below and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.

NOW THEREFORE, The said party of the first part hereby agrees to provide to the party of the second part the following Services during the 2018-19 school year at the indicated cost:

Program/ Serial No.	Service	Basis for Current Contract				Initial Contract	Adjustments To Date	Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost			
001.100	Administration	0.0000	0.0000	Actual Usage	402,446.00	0.00	402,446.00	
002.100	Rental of Facilities	0.0000	0.0000	Actual Usage	169,396.00	0.00	169,396.00	
101.100	Career and Technical Education	45.0000	13,575.0000	Student	610,875.00	0.00	610,875.00	
103.110	Special Career Education 12-1-1	8.0000	23,702.0000	Annual	189,616.00	0.00	189,616.00	
103.111	Special Career Education 12-1-1	5.0000	47,404.0000	Annual	237,020.00	0.00	237,020.00	
103.120	Special Career Education 8-1-1	1.0000	29,092.0000	Annual	29,092.00	0.00	29,092.00	
103.365	Eval. Psych-Ed/Reeval.	2.0000	656.9000	Per Evaluation	1,313.80	0.00	1,313.80	
202.100	Special Education 12-1-1 (Full Day)	1.0000	50,898.0000	Student	50,898.00	0.00	50,898.00	
202.110	Special Education 12-1-1 (Partial )	1.0000	31,557.0000	Student	31,557.00	0.00	31,557.00	
202.205	Related Service-Counseling (Ind)	1.0000	4,759.2000	Sess/Stud/WkYr	4,759.20	0.00	4,759.20	
202.210	Related Service-Counseling (Group)	1.0000	2,361.6000	Sess/Stud/WkYr	2,361.60	0.00	2,361.60	
202.255	Related Service - Speech/Lang (Ind)	1.0000	4,759.2000	Sess/Stud/WkYr	4,759.20	0.00	4,759.20	
202.260	Related Svcs- Speech/Lang (Group)	2.0000	2,361.6000	Sess/Stud/WkYr	4,723.20	0.00	4,723.20	
202.295	Aut/Behav.- Home App. Behav. Anal.	70.0000	174.9900	Per Hour	12,249.30	0.00	12,249.30	
202.400	Transition Service Program-full day	5.0000	50,898.0000	Student	254,490.00	0.00	254,490.00	
202.405	Transition Service Program-part day	2.0000	25,449.0000	Student	50,898.00	0.00	50,898.00	
203.120	Hospital Bound Classified	30.0000	1,804.0000	Week	54,120.00	0.00	54,120.00	
205.100	Special Education 8-1-1 (Full Day)	31.0000	63,677.0000	Student	1,973,987.00	0.00	1,973,987.00	
205.110	Special Education 8-1-1 (Partial Da	3.0000	39,480.0000	Student	118,440.00	0.00	118,440.00	
205.205	Related Svc - Counseling (Ind)	30.0000	4,759.2000	Sess/Stud/WkYr	142,776.00	0.00	142,776.00	
205.210	Related Svc - Counseling (Group)	20.0000	2,361.6000	Sess/Stud/WkYr	47,232.00	0.00	47,232.00	
205.235	Related Svc - Occ Therapy (Ind)	16.0000	4,759.2000	Sess/Stud/WkYr	76,147.20	0.00	76,147.20	
205.245	Related Svc - PT (Individual)	6.0000	4,759.2000	Sess/Stud/WkYr	28,555.20	0.00	28,555.20	

Contract for Cooperative Educational Services

EASTERN SUFFOLK BOCES  
WEST ISLIP UFSD  
School Year 2018-19

Program/Serial No. Service		Basis for Current Contract					Initial Contract	Adjustments To Date	Current Contract
Quantity/Share	Unit Cost	Cost Basis	Unit Cost	Current Fixed Cost					
30.0000	4,759.2000	Sess/Stud/Wk/Yr	0.00	0.00		142,776.00	0.00	142,776.00	
10.0000	2,361.6000	Sess/Stud/Wk/Yr	0.00	0.00		23,616.00	0.00	23,616.00	
8.0000	53,874.0000	Year	0.00	0.00		430,992.00	0.00	430,992.00	
1.0000	23,089.0000	Student/Year	0.00	0.00		23,089.00	0.00	23,089.00	
70.0000	174.9900	Per Hour	0.00	0.00		12,249.30	0.00	12,249.30	
10.0000	174.9900	Per Hour	0.00	0.00		1,749.90	0.00	1,749.90	
1.0000	5,255.1900	Per Evaluation	0.00	0.00		5,255.19	0.00	5,255.19	
30.0000	118.9800	Session	0.00	0.00		3,569.40	0.00	3,569.40	
30.0000	118.9800	Session	0.00	0.00		3,569.40	0.00	3,569.40	
1.0000	465.3000	Per Hour	0.00	0.00		465.30	0.00	465.30	
0.0000	0.0000	Actual Usage	150,000.00	150,000.00		150,000.00	0.00	150,000.00	
0.0000	0.0000	Actual Usage	300,000.00	300,000.00		300,000.00	0.00	300,000.00	
0.0000	0.0000	Actual Usage	50,000.00	50,000.00		50,000.00	0.00	50,000.00	
0.0000	0.0000	Service	35,000.00	35,000.00		35,000.00	0.00	35,000.00	
0.0000	0.0000	Service	135,000.00	135,000.00		135,000.00	0.00	135,000.00	
15.0000	5,638.5200	Sess/Stud/Wk/Yr	0.00	0.00		84,577.80	0.00	84,577.80	
10.0000	140.9600	Session	0.00	0.00		1,409.60	0.00	1,409.60	
11.0000	5,512.8000	Sess/Stud/Wk/Yr	0.00	0.00		60,640.80	0.00	60,640.80	
6.0000	137.8200	30 Min/Session	0.00	0.00		826.92	0.00	826.92	
1.0000	63,677.0000	Student	0.00	0.00		63,677.00	0.00	63,677.00	
1.0000	1,804.0000	Week	0.00	0.00		1,804.00	0.00	1,804.00	
0.0000	0.0000	Actual Usage	1,452.99	1,452.99		1,452.99	0.00	1,452.99	
0.0000	0.0000	Actual Usage	8,547.01	8,547.01		8,547.01	0.00	8,547.01	
0.0000	2,390.0000	Per District	2,390.00	2,390.00		2,390.00	0.00	2,390.00	

**EASTERN SUFFOLK BOCES**  
201 SUNRISE HIGHWAY  
PATCHOGUE, NY 11772

April 16, 2018  
03:54:45 pm

**Contract for Cooperative Educational Services**

**EASTERN SUFFOLK BOCES**  
**WEST ISLIP UFSD**  
School Year 2018-19

Program/Serial No. Service		Basis for Current Contract				Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract
Quantity/Share	Unit Cost	Cost Basis	Actual Usage	Unit Cost	Fixed Cost	Contract	To Date	Contract	
0.0000	0.0000	Actual Usage			5,880.00	5,880.00	0.00	5,880.00	
4,213.0000	3.6000	Student			0.00	15,166.80	0.00	15,166.80	
4,213.0000	0.6300	Student			0.00	2,654.19	0.00	2,654.19	
1.0000	4,744.5700	Per District			0.00	4,744.57	0.00	4,744.57	
3,392.0000	9.5700	Student			0.00	32,461.44	0.00	32,461.44	
0.0000	0.0000	Actual Usage			22,567.53	22,567.53	0.00	22,567.53	
1.0000	1,195.0000	Per District			0.00	1,195.00	0.00	1,195.00	
1.0000	8,000.0000	Service			0.00	8,000.00	0.00	8,000.00	
440.0000	26.0000	Per User			0.00	11,440.00	0.00	11,440.00	
30.0000	17.7500	Per User			0.00	532.50	0.00	532.50	
440.0000	14.0000	Per User			0.00	6,160.00	0.00	6,160.00	
0.0000	0.0000	Actual Usage			41,440.70	41,440.70	0.00	41,440.70	
0.0000	0.0000	Actual Usage			8,288.14	8,288.14	0.00	8,288.14	
0.0000	0.0000	Actual Usage			2,658.00	2,658.00	0.00	2,658.00	
0.0000	0.0000	Actual Usage			14,164.15	14,164.15	0.00	14,164.15	
1.0000	0.0000	Actual Usage			281.70	281.70	0.00	281.70	
1.0000	0.0000	Actual Usage			15,058.56	15,058.56	0.00	15,058.56	
1.0000	7,907.0000	Annual			0.00	7,907.00	0.00	7,907.00	
0.0000	0.0000	Actual Usage			6,500.00	6,500.00	0.00	6,500.00	
0.0000	0.0000	Actual Usage			1,408.00	1,408.00	0.00	1,408.00	

**EASTERN SUFFOLK BOCES**  
201 SUNRISE HIGHWAY  
PATCHOGUE, NY 11772

April 16, 2018  
03:54:45 pm

**Contract for Cooperative Educational Services**

**EASTERN SUFFOLK BOCES**  
**WEST ISLIP UFSB**  
School Year 2018-19

Program/Serial No.		Service	Quantity/Share	Unit Cost	Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract
Basis for Current Contract									
601.090.215	Applied Data Svcs-Yrly Pgm Lic/R	0.0000 Actual Usage	0.0000	0.0000	Actual Usage	13,110.00	13,110.00	0.00	13,110.00
601.090.640	Trans Rout. ADS per stdt year 2 >	1.0900 Student	4,358.0000	0.00	0.00	0.00	4,750.22	0.00	4,750.22
601.110	eRate-Intellipath App Processing	327.0000 Annual	1.0000	0.00	0.00	0.00	327.00	0.00	327.00
601.130	eRate- Document Mgmt - One Coser	491.0000 Annual	1.0000	0.00	0.00	0.00	491.00	0.00	491.00
601.170	Multi-yr Network Printer Contracts	0.0000 Actual Usage	0.0000	212,263.72	0.00	212,263.72	212,263.72	0.00	212,263.72
601.200	Web Services - Public Relations	0.0000 Actual Usage	0.0000	6,200.00	0.00	6,200.00	6,200.00	0.00	6,200.00
601.380	Fiber WAN in District	0.0000 Actual Usage	1.0000	83,752.00	0.00	83,752.00	83,752.00	0.00	83,752.00
601.410	Election Management Systems	0.0000 Actual Usage	0.0000	13,825.81	0.00	13,825.81	13,825.81	0.00	13,825.81
601.410.210	BOLD/EMS 2.0 Annual Licensing	0.0000 Actual Usage	0.0000	6,137.00	0.00	6,137.00	6,137.00	0.00	6,137.00
601.410.220	BOLD/Library/Bond Vote/Revote 2.0	0.0000 Actual Usage	0.0000	0.0000	0.00	0.00	0.00	0.00	0.00
601.415	Cafeteria Systems POS	0.0000 Actual Usage	0.0000	1,300.00	0.00	1,300.00	1,300.00	0.00	1,300.00
601.415.111	Cafeteria Systems Equip./Hardware	0.0000 Actual Usage	0.0000	2,617.00	0.00	2,617.00	2,617.00	0.00	2,617.00
601.415.140	Cafeteria Systems Licensing	0.0000 Actual Usage	0.0000	0.00	0.00	0.00	0.00	0.00	0.00
601.415.160	Cafe Syst Supp per Serving Line	934.0000 Per Line	14.0000	0.00	0.00	0.00	13,076.00	0.00	13,076.00
601.440	Emergency Notification Systems	0.0000 Actual Usage	0.0000	6,661.38	0.00	6,661.38	6,661.38	0.00	6,661.38
601.440.160	School Messenger Emerg. Notif.	0.0000 Actual Usage	0.0000	0.00	0.00	0.00	0.00	0.00	0.00
601.450	Document Imaging/ Scanning Services	8,036.0000 Annual	1.0000	0.00	0.00	0.00	8,036.00	0.00	8,036.00
601.450.330	FileBound Hosting<750k Images/Doc	1,050.0000 Annual	1.0000	0.00	0.00	0.00	1,050.00	0.00	1,050.00
601.450.335	FileBoundShwr Main Spr<750kImag	0.0000 Annual	1.0000	0.00	0.00	0.00	0.00	0.00	0.00
601.455	Finance Manager	14,461.0000 Annual	1.0000	0.00	0.00	0.00	14,461.00	0.00	14,461.00
601.455.120	Finance Manager/Vision Backup Te	4,755.0000 Annual	1.0000	0.00	0.00	0.00	4,755.00	0.00	4,755.00
601.455.160	Fin Mngr Lvl B BOCES Sup 4000-700	0.0000 Actual Usage	0.0000	23,272.87	0.00	23,272.87	23,272.87	0.00	23,272.87
601.455.200	Fin Mngr Off-Site Bckp C 4000-699	3.5000 Per Form	1,326.0000	0.00	0.00	0.00	4,641.00	0.00	4,641.00
601.455.230	Fin Mngr Software Annual License	0.0000 Annual	0.0000	9,946.39	0.00	9,946.39	9,946.39	0.00	9,946.39
601.455.240	Fin Mngr W2/1099 Production	0.0000 Annual	0.0000	3,493.00	0.00	3,493.00	3,493.00	0.00	3,493.00
601.475	Facilities Management Systems	0.0000 Annual	0.0000	2,661.61	0.00	2,661.61	2,661.61	0.00	2,661.61
601.475.110	SchoolDude - IT Direct	0.0000 Annual	0.0000	390.10	0.00	390.10	390.10	0.00	390.10
601.475.150	SchoolDude Maintenance & PM Direc	0.0000 Annual	0.0000	9,226.79	0.00	9,226.79	9,226.79	0.00	9,226.79
601.475.160	SchoolDude FS Direct	0.0000 Annual	0.0000	0.00	0.00	0.00	0.00	0.00	0.00
601.475.170	SchoolDude Community Direct	0.0000 Annual	0.0000	0.00	0.00	0.00	0.00	0.00	0.00
601.475.190	SchoolDude Licensing - Other	0.0000 Annual	0.0000	0.00	0.00	0.00	0.00	0.00	0.00
601.610	Infinite Campus								

**EASTERN SUFFOLK BOCES**  
201 SUNRISE HIGHWAY  
PATCHOGUE, NY 11772

April 16, 2018  
03:54:45 pm

**Contract for Cooperative Educational Services**

**EASTERN SUFFOLK BOCES**  
**WEST ISLIP UFSD**  
School Year 2018-19

Basis for Current Contract		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost	Initial Contract	Adjustments To Date	Current Contract
601.610.110	Inf. Camp. License Fee K-12	4,358.0000	13.6200	Student	0.00	59,355.96	0.00	59,355.96
601.610.132	Inf. Camp Hosting Fee < 5000 stud	0.0000	0.0000	Actual Usage	3,142.00	3,142.00	0.00	3,142.00
601.610.170	Infinite Campus Mgmt. Fee	0.0000	0.0000	Actual Usage	7,499.76	7,499.76	0.00	7,499.76
601.610.180	Inf. Camp. K-12 BOCES Support	4,358.0000	8.4000	Student	0.00	36,607.20	0.00	36,607.20
601.810	aimsweb	0.0000	0.0000	Actual Usage	1,446.90	1,446.90	0.00	1,446.90
601.810.180	aimsweb Coord Fee	1,855.0000	6.5000	Student	0.00	12,057.50	0.00	12,057.50
601.810.235	aimsweb PLUS Complete Current Use							
601.990	Test Scanning and Reporting	975.0000	5.0000	Per Test	0.00	4,875.00	0.00	4,875.00
601.990.160	Test Scan/Rpt NYS ELA Grades 3-8	1,350.0000	2.0300	Per Test	0.00	2,740.50	0.00	2,740.50
601.990.165	ELA Grades 3-8 Computer Based	975.0000	5.0000	Per Test	0.00	4,875.00	0.00	4,875.00
601.990.170	Test Scan/Rpt NYS Math Grades 3-8	1,350.0000	2.0300	Per Test	0.00	2,740.50	0.00	2,740.50
601.990.175	Math Grades 3-8 Computer Based	645.0000	5.0000	Per Test	0.00	3,225.00	0.00	3,225.00
601.990.180	Test Scan/Rpt NYS Science 4 &/or	25.0000	6.5000	Per Test	0.00	162.50	0.00	162.50
601.990.220	Test Scanning and Reporting NYS/ITE	40.0000	9.6300	Per Test	0.00	385.20	0.00	385.20
601.990.300	Test Scan/Rpt NY/ESL/AT	15.0000	2.0300	Per Test	0.00	30.45	0.00	30.45
601.990.312	NYSAA Computer Based	3,775.0000	3.0400	Per Test	0.00	11,476.00	0.00	11,476.00
601.990.320	Test Scan/Rpt Regents All Exams							
604.130	Transportation- Coach & Field Trips	0.0000	0.0000	Actual Usage	46,971.00	46,971.00	0.00	46,971.00
609.300	Pr Consulting Services	0.0000	0.0000	Actual Usage	30,971.75	30,971.75	0.00	30,971.75
612.110	Cooperative Bidding	0.0000	9,205.0000	Year	9,205.00	9,205.00	0.00	9,205.00
612.110.110	Coop Bidding Grp A (2900+ sdnt)							
618.120	Health/Safety Basic Svc Base Price	1.0000	3,933.0000	Service	0.00	3,933.00	0.00	3,933.00
618.130	Health/Safety Basic Svc # bldgs	7.0000	415.0000	Building	0.00	2,905.00	0.00	2,905.00
623.110	Nonpublic Textbk Distr - Admin Fee	185.0000	92.5800	Student	0.00	17,127.30	0.00	17,127.30
623.120	Nonpublic Textbk Distr - Textbook Fee	185.0000	174.0000	Per Student Est	0.00	32,190.00	0.00	32,190.00
624.110	Bus Dry Drug & Alcohol Testing	0.0000	0.0000	Actual Usage	571.50	571.50	0.00	571.50
644.110	Intellipath - Line Charges (ESB)	0.0000	1.2700	Per Line	2,042.88	2,042.88	0.00	2,042.88

**EASTERN SUFFOLK BOCES**  
201 SUNRISE HIGHWAY  
PATCHOGUE, NY 11772

April 16, 2018  
03:54:45 pm

**Contract for Cooperative Educational Services**

**EASTERN SUFFOLK BOCES**  
**WEST ISLIP UFSB**

School Year 2018-19

Program/ Serial No.	Service	Basis for Current Contract				Initial Contract	Adjustments To Date	Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost			
644.150	Verizon Phone Charges	0.0000	0.0000	Actual Usage	47,326.08	0.00	47,326.08	
665.490	State Aid Planning - Questar III	0.0000	0.0000	Service	3,200.00	0.00	3,200.00	
675.490	GASB 45 / GASB 75 (Capital BOCES)	0.0000	0.0000	Service	17,000.00	0.00	17,000.00	
680.490	Fixed Asset Inventory (Questar)	0.0000	0.0000	Actual Usage	4,000.00	0.00	4,000.00	
690.490	On-Line Application Service-Putnam	0.0000	0.0000	Actual Usage	7,000.00	0.00	7,000.00	
695.490	Insurance Mgmt/ Flex Benes -WSB	0.0000	0.0000	Employee	15,000.00	0.00	15,000.00	

**EASTERN SUFFOLK BOCES**  
**201 SUNRISE HIGHWAY**  
**PATCHOGUE, NY 11772**

April 16, 2018  
03:54:45 pm

EASTERN SUFFOLK BOCES WEST ISLIP UFSD	School Year 2018-19
--	---------------------

**Summary:**  
Total of Service Costs - All Funds: 6,515,433.46 (Except 001/002)  
Capital Costs: 169,396.00 (CoSer 002)  
Adm. & Clerical Costs: 402,446.00 (CoSer 001)  
**Total Contract Costs:** 7,087,275.46

The party of the second part hereby agrees to pay the total contract cost to the party of the first part according to the following schedule:  
 10 Times per year

This contract shall not be valid or binding until it is approved by the Commissioner of Education.  
 IN WITNESS WHEREOF, the parties have set their hands the day and year above written.

EASTERN SUFFOLK BOCES Signature, President and/or Clerk, BOCES	EASTERN SUFFOLK BOCES (Party of the First Part)	201 SUNRISE HIGHWAY, PATCHOGUE, NY, 11772- (Post Office Address)
WEST ISLIP UFSD Signature, President and/or Clerk, Board of Education (As Authorized)	WEST ISLIP UFSD (Party of the Second Part)	100 SHERMAN AVE, WEST ISLIP, NY, 11785 (Post Office Address)





Brentwood UFSD  
52 Third Avenue  
Brentwood, NY 11717

Invoice Date: 4/20/2018

Invoice #: 11238

**Bill To:**

West Islip School District  
100 Sherman Avenue  
West Islip, New York 11795

**Remit To:**

Brentwood UFSD  
Anthony F. Felicio Administration Center  
Accounts Receivable  
52 Third Avenue  
Brentwood, NY 11717

Services	Quantity	Unit Price	Total Amount
Health and Welfare Services provided to student(s) attending MDQ Academy located in the Brentwood UFSD during the 2017-2018 school year.	4	\$532.88	\$2,131.52
<b>Total Due</b>			<b>\$2,131.52</b>

**Make check payable to: Brentwood UFSD**

**Please reference invoice number on check**

## HEALTH AND WELFARE SERVICE AGREEMENT

THIS AGREEMENT is made this 18<sup>TH</sup> day of April, 2018 by and between the BOARD OF EDUCATION, BRENTWOOD UNION FREE SCHOOL DISTRICT (hereinafter referred to as the "SCHOOL DISTRICT PROVIDING SERVICES"), as the party of the first part, having its principal place of business at 52 Third Avenue, Brentwood, NY, 11717 and the BOARD OF EDUCATION OF THE West Islip School District ("hereinafter referred to as the "SCHOOL DISTRICT RECEIVING SERVICES") as the party of the second part, having its principal place of business at, 100 Sherman Avenue, West Islip, New York 11795 .

### WITNESSETH

**WHEREAS**, the School Districts who are the parties to this Agreement are duly empowered by Section 912 of the Education Law to enter into a contract for the purpose of providing and/or receiving health and welfare services;

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained in this Agreement, the parties hereto mutually agree as follows:

1. **DEFINITIONS:** For the purposes of this Agreement,
  - a. "SCHOOL DISTRICT PROVIDING SERVICES" shall mean the School District in which the non-public school which has requested health and welfare services is located.
  - b. "SCHOOL DISTRICT RECEIVING SERVICES" shall mean the School District that is contracting for health and welfare services for its resident students who attend a non-public school located within the SCHOOL DISTRICT PROVIDING SERVICES.
2. This Agreement shall be effective for the period of July 1, 2017 through June 30, 2018, unless terminated earlier in accordance with the terms set forth herein.
3. If requested by a non-public school located within the SCHOOL DISTRICT PROVIDING SERVICES, such School District shall provide health and welfare services to the pupils who attend such non-public school equivalent to the health and welfare services that it provides to the public school pupils enrolled in the SCHOOL DISTRICT PROVIDING SERVICES. Such services shall consist of, but not limited to the following:
  - a. Nurse Services
  - b. Physician/Dental Services
  - c. School Speech Correction Services\*
  - d. School Psychological Services\*
  - e. School Social Work Services
  - f. Examinations for Participants in Athletics
  - g. Notification of parents Regarding Defect and Follow-Up
  - h. Visions and Hearing Tests
  - i. First Aid Supplies and Health Record Forms

j. Provision of Medical Equipment such as Audiometers and Mechanical Vision Testers Required by School Nurse/Physician

In addition to the requested services described above, the SCHOOL DISTRICT PROVIDING SERVICES shall provide the following health and welfare services *without the requirement that the non-public school request such services*: (1) immunization mandates set forth in Sections 2164 and 2165 of the New York State Public Health Law and 10 NYCRR Sections 66-1 and 66-2; and (2) vision screening services to all new admissions within six (6) months of enrollment pursuant to Section 905(4) of the Education law.

The SCHOOL DISTRICT PROVIDING SERVICES shall make its personnel available to the SCHOOL DISTRICT RECEIVING SERVICES for participation in District Child Study, 504 Team and Committee on Special Education meetings, as appropriate. The SCHOOL DISTRICT RECEIVING SERVICES shall notify the SCHOOL DISTRICT PROVIDING SERVICES of the need for its presence at these meetings within reasonable time prior to the date of the meeting. Copies of all reports, testing and observation reports prepared in connection with this Agreement shall be furnished to the SCHOOL DISTRICT RECEIVING SERVICES upon request.

It is expressly understood and agreed between the parties that (1) the SCHOOL DISTRICT PROVIDING SERVICES may not provide such services to pupils attending non-public schools that are not available to the public school students enrolled in the SCHOOL DISTRICT PROVIDING SERVICES; and (2) *the services to be provided pursuant to this Agreement shall not include any teaching service.*

4. The SCHOOL DISTRICT PROVIDING SERVICES warrants that such health care services (1) will be provided by licensed health and welfare providers; (2) shall be performed by health care providers that are licensed under the laws of the State of New York, inclusive of New York State Department of Health and State Education Department Licensing requirements, if applicable; and (3) will be in accord with all pertinent provisions of Federal, State, and local statutes, rules and regulations, including, Section 912 of the Education Law, and the student's Individualized Education Plan ("IEP"), if applicable. The SCHOOL DISTRICT PROVIDING SERVICES shall certify that all health care providers possess documentation evidencing such license qualifications as required by Federal, State, or local statutes, rules, regulations and orders.

5. The SCHOOL DISTRICT PROVIDING SERVICES understands and agrees that it will comply and is responsible for complying with all applicable Federal, State, and local statutes, rules and ordinances, with respect to the services herein described.

6. In full consideration for the services to be rendered by the SCHOOL DISTRICT PROVIDING SERVICES to the SCHOOL DISTRICT RECEIVING SERVICES for the period of this Agreement, upon presentation of an invoice by the SCHOOL DISTRICT PROVIDING SERVICES evidencing the allocation of such costs in accordance with the terms set forth herein, the SCHOOL DISTRICT RECEIVING SERVICES will pay the SCHOOL DISTRICT PROVIDING SERVICES at the rate of \$532.88 per eligible student.

7. THE SCHOOL DISTRICT PROVIDING SERVICES shall immediately notify the SCHOOL DISTRICT RECEIVING SERVICES if a student is no longer receiving the services described herein. Upon such notification, payment for students removed shall be pro-rated for the period of time services were provided to the student.

8. The SCHOOL DISTRICT RECEIVING SERVICES shall obtain whatever releases or other legal documents that are necessary in order that the SCHOOL DISTRICT PROVIDING SERVICES may render full and complete performance of the obligations set forth in this Agreement. It is understood and agreed by the parties to this Agreement that the full responsibility for obtaining such clearances rests on the SCHOOL DISTRICT RECEIVING SERVICES.

9. Both parties to this Agreement agree to provide the State access to all relevant records which the State requires to determine either the SCHOOL DISTRICT PROVIDING SERVICES' or the SCHOOL DISTRICT RECEIVING SERVICES' compliance with applicable Federal or State statutes or regulations with the effect of law, which regulate either the execution of the Agreement or the performance of obligations under the Agreement. Both parties further agree to retain all materials and records relevant to the execution or performance of the Agreement in accordance with the record retention requirements for such materials and records.

10. Both parties to this Agreement understand that they may receive and/or come into contact with *protected health information* as defined by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). The Parties hereby acknowledge their respective responsibilities pursuant to HIPAA and shall comply with said Regulations, if applicable.

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

12. This Agreement may be terminated by either party to the other party upon thirty (30) days written notice to the other party in accordance with the Education Law. In the event of such termination, the parties will adjust the accounts due and the SCHOOL DISTRICT PROVIDING SERVICES will undertake no additional expenditures not already provided. Upon any such termination, the parties shall endeavor in an orderly manner to wind down activities hereunder. In the event of termination, all reports and services due to the SCHOOL DISTRICT RECEIVING SERVICES must be completed by the SCHOOL DISTRICT PROVIDING SERVICES, its employees, and/or agents within thirty (30) days of the termination date.

13. Services provided pursuant to this Agreement shall be provided without regard to race, creed, color, sex, sexual orientation, national origin, religion, age, disability or sponsorship.

14. All notices required or permitted shall be made in writing by hand delivery or by registered or certified mail, or by a recognized courier service. Notice shall be deemed given on the date of delivery or upon receipt. Notice shall be delivered or mailed to:

**THE BRENTWOOD SCHOOL DISTRICT**  
**52 Third Avenue**  
**Brentwood, NY 11717**  
**Attention: Stacy O'Connor**

**Attention: Superintendent of Schools**  
**West Islip School District**  
**100 Sherman Avenue**  
**West Islip, New York 11795**

15. The parties shall not assign, transfer, or convey any of its respective rights or obligations under this Agreement without the prior written consent of the non-assigning party.

16. This Agreement shall be governed by the laws of the State of New York. If any portion of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable the remainder of this Agreement shall remain in full force and effect.


17. This Agreement constitutes the full and complete Agreement between the SCHOOL DISTRICT PROVIDING SERVICES and the SCHOOL DISTRICT RECEIVING SERVICES and supersedes all prior written and oral agreements, commitments or understandings with respect thereto. This Agreement may not be altered, changed, added to, deleted from, or modified except through the mutual written consent of the parties.

18. The undersigned representative of the SCHOOL DISTRICT RECEIVING SERVICES hereby represents and warrants that the undersigned is an officer, director, or agent of the SCHOOL DISTRICT RECEIVING SERVICES with full legal rights, power, and authority to enter into this Agreement on behalf of the SCHOOL DISTRICT RECEIVING SERVICES and bind the SCHOOL DISTRICT RECEIVING SERVICES with respect to the obligations enforceable against the SCHOOL DISTRICT RECEIVING SERVICES in accordance with the terms.

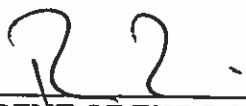
19. The undersigned representative of the SCHOOL DISTRICT PROVIDING SERVICES hereby represents and warrants that the undersigned is an officer, director, or agent of the SCHOOL DISTRICT PROVIDING SERVICES with full legal rights, power, and authority to enter into this Agreement on behalf of the SCHOOL DISTRICT PROVIDING SERVICES and bind the SCHOOL DISTRICT PROVIDING SERVICES with respect to the obligations enforceable against the SCHOOL DISTRICT PROVIDING SERVICES in accordance with the terms.

20. This Agreement is subject to approval by the Board of Education, by resolution duly approved.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first set forth above.

By:   
SUPERINTENDENT OF SCHOOLS,  
BRENTWOOD SCHOOL DISTRICT

Date: 4-23-78

By:   
PRESIDENT OF THE BOARD OF EDUCATION,  
BRENTWOOD SCHOOL DISTRICT

Date: 4/16/18

By: \_\_\_\_\_  
SUPERINTENDENT OF SCHOOLS,  
West Islip School District

Date: \_\_\_\_\_

By: \_\_\_\_\_  
PRESIDENT OF THE BOARD OF EDUCATION,  
West Islip School District

Date: \_\_\_\_\_

WI

West Islip Public Schools  
The Michael and Christine Freyer Administration Building  
100 Sherman Avenue West Islip, New York 11795  
TEL (631) 893-3200 ~ FAX (631) 893-3212

## ***PUBLIC NOTICE***

The WEST ISLIP UNION FREE SCHOOL DISTRICT Board of Education at its Reorganizational Meeting held on July 3, 2018, at 7:30 p.m. set the following dates for its **2018-2019 Regular Meetings** which have been scheduled for 8:00 p.m. and **Planning Sessions** which have been scheduled for 7:30 p.m., at the locations listed below:

### **SCHEDULED DAY/DATE OF REGULAR MONTHLY BOARD OF EDUCATION MEETINGS:**

<b><u>DATE</u></b>	<b><u>LOCATION</u></b>
Tuesday, July 3, 2018*	Paul J. Bellew Elementary School
Wednesday, August 15, 2018	Paul J. Bellew Elementary School
Thursday, September 13, 2018	Beach Street Middle School
Thursday, October 11, 2018	Beach Street Middle School
Thursday, November 8, 2018	Beach Street Middle School
Thursday, December 13, 2018	Beach Street Middle School
Thursday, January 10, 2019	Beach Street Middle School
Thursday, February 7, 2019	Beach Street Middle School
Thursday, March 14, 2019	Beach Street Middle School
Thursday April 4, 2019	Beach Street Middle School
Thursday, May 9, 2019	Beach Street Middle School
Thursday, June 13, 2019	West Islip High School

*\*Meeting will immediately follow the Reorganizational Meeting*

### **SCHEDULED DAY/DATE OF MONTHLY PLANNING SESSIONS**

<b><u>DATE</u></b>	<b><u>LOCATION</u></b>
Tuesday, August 28, 2018	District Office Board Room
Tuesday, September 25, 2018	District Office Board Room
Tuesday, October 23, 2018	District Office Board Room
Tuesday, November 27, 2018	District Office Board Room
Tuesday, January 22, 2019	District Office Board Room
Tuesday, February 26, 2019	District Office Board Room
Tuesday, March 26, 2019	District Office Board Room
Tuesday, April 16, 2019	District Office Board Room
Tuesday, May 21, 2019	West Islip High School Guidance Suite
Tuesday, June 25, 2019	District Office Board Room

*Approved:  
Meetings subject to change*

/s/ \_\_\_\_\_ **Mary Hock**  
District Clerk

4/10/18

### MEMORANDUM OF AGREEMENT

**WHEREAS**, the West Islip Union Free School District (the "District") and West Islip Secretarial Employees (the "Union") are parties to a collective bargaining agreement for the period of July 1, 2017 through June 30, 2021 (the "CBA"); and

**WHEREAS**, the CBA sets forth the work day and work week in Article V, which Article provides full-time employees shall work a 7 hour day, 5 day week, Monday through Friday, except as those days designated by the District, at which time a 6 hour day will be observed; and

**WHEREAS**, the parties have discussed the implementation of a modified work week and work day during the period of July 9, 2018 through August 31, 2018, (the "Summer") as a method of achieving cost savings through reduced energy consumption; and

**WHEREAS**, the parties wish to memorialize the Agreement reached with respect to hours during the Summer.

**NOW, THEREFORE**, good and valuable consideration having been exchanged, it is hereby agreed as follows:

1. For purposes of this Agreement, Summer shall be defined as the period commencing July 9, 2018 and ending August 31, 2018.
2. Notwithstanding any provision of the CBA to the contrary, during the Summer, employees shall work a four (4) day work week, and shall not report to work on Fridays (i.e. July 13, 20, 27, August 3, 10, 17, 24, 31, 2018.).
3. During the Summer four (4) day work week, employees shall work 8:00 AM to 4:00 PM, Monday through Thursday. No employee shall be entitled to overtime for working the hours set forth in this paragraph, unless such employee works in excess of thirty (30) hours in a week. All work days shall include a thirty 30 minute unpaid lunch break and two fifteen (15) minute paid breaks.
5. Any single day(s) taken as vacation/sick/family illness/personal business during the effective weeks, July 9 through August 31, will count as 1¼ days. If an employee chooses to take a complete week (Monday through Thursday), it will reflect as five (5) days. When it is necessary for a secretarial employee to be absent for part of a day, they will be charged .5 of a day. A .5 day equates to 3 hours of paid time off. An employee is responsible for working 4.5 hours on such a day.

When 10 and 10 ½ month employees work during the summer, their work day is a six hour day. Their compensation is at their regular daily rate of pay. Their work schedule should be 8:00 AM to 3 PM with one hour unpaid lunch break and two 15 minute paid breaks.



6. Requests for modification of the 8:00 am to 4:00 pm schedule require approval by the employee's direct supervisor. Schedule changes may not modify the eight (8) hour day.
7. Ten month employees will return to work on August 27, 2018. For the period August 27, 2018 through August 30, 2018, 10 month employees will work a seven and a half hour work day.
8. The aforementioned plan is exclusively for the 2018 summer work schedule and will sunset on August 31, 2018.
9. Except as specifically set forth herein, the Agreement shall not be construed as modifying any terms and conditions of employment set forth in the CBA or any practices which may exist as between the parties.

West Islip Union Free School District

DATE: \_\_\_\_\_, 2018

\_\_\_\_\_  
Steven D. Gellar, President/BOE

West Islip Secretarial Employees

DATE: April 23, 2018

  
\_\_\_\_\_  
Luann Dunne, President

4/10/18

**MEMORANDUM OF AGREEMENT**

**WHEREAS**, the West Islip Union Free School District (the "District") and United Public Service Employees Union (the "Union") are parties to a collective bargaining agreement for the period of July 1, 2016 through June 30, 2020 (the "CBA"); and

**WHEREAS**, the CBA sets forth the work day and work week in Article V, which Article provides full-time custodial workers shall work a 7.75 hour day, 5 day week, Monday through Friday, except as provided otherwise; and

**WHEREAS**, the parties have discussed the implementation of a modified work week and work day during the period of July 9, 2018 through September 1, 2018, the ("Summer") as a method of achieving cost savings through reduced energy consumption; and

**WHEREAS**, the parties wish to memorialize the Agreement reached with respect to hours during the Summer.

**NOW, THEREFORE**, good and valuable consideration having been exchanged, it is hereby agrees as follows:

1. For purposes of this Agreement, Summer shall be defined as the period commencing July 9, 2018 and ending September 1, 2018.
2. Notwithstanding any provision of the CBA to the contrary, during the Summer, employees shall work a four (4) day work week, and shall not report to work on Fridays (i.e. July 13, 20, 27, August 3, 10, 17, 24, 31, 2018).
3. During the Summer four (4) day work week, employees shall work 6:00 AM to 4:15 PM, Monday through Wednesday, and 6:00 AM to 3:45 PM on Thursdays. No employee shall be entitled to overtime or working the hours set forth in this paragraph, unless such employee works in excess of thirty-eight and one-half (38 ½) hours in a week or more than the daily hours as set forth herein. All work days shall include a thirty (30) minute unpaid lunch break and a fifteen (15) minute paid coffee break.
4. Any single day(s) taken as vacation/sick/family illness/personal business during the effective weeks will count as 1¼ days. If an employee chooses to take a complete week (Monday through Thursday), it will reflect as five (5) days.
5. Staff designated by the Director of Buildings and Grounds may be excluded from the Summer schedule. Staff who currently work Tuesday through Saturday, shall work a Tuesday through Friday schedule.
6. This Agreement shall sunset on September 1, 2018.

7. Except as specifically set forth herein, the Agreement shall not be construed as modifying any terms and conditions of employment set forth in the CBA or any practices which may exist as between the parties.

West Islip Union Free School District

DATE: \_\_\_\_\_, 2018

\_\_\_\_\_  
Steven D. Gellar, President/BOE

United Public Service Employees Union

DATE: April 21, 2018

  
\_\_\_\_\_  
Kevin Boyle, President

@