

AGENDA

Congratulations
CLASS
of
2018

BOARD OF EDUCATION

June 7, 2018

**West Islip High School
Lion's Path**

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

A G E N D A

REGULAR MEETING OF THE BOARD OF EDUCATION

June 7, 2018

West Islip High 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 May 22, 2018 Planning Session.
- VI. **RECOGNITION**
 - A) Class of 2018 Valedictorian
Molly McLaughlin
 - B) Class of 2018 Salutatorian
Melodi Doganay
 - C) Town of Islip Student Achievement
Madison Esposito, Julia Grippio, Luke Harris, Jamie Hufford, Shannon Lafferty, Jett Langhorn, Jack Magee, Nicolette Nigro, Aidan Pecorale
- VII. **PERSONNEL**
- VIII. **CURRICULUM UPDATE**
- IX. **REPORT OF COMMITTEES:**
 - A) Finance Committee {6/7/2018}
 - B) Buildings and Grounds Committee {6/5/2018}
 - C) Safety Committee {5/16/2018}
 - D) Committee on Special Education/Preschool Special Education Recommendations re: classification/placement/I.E.P. modifications of students as delineated {6/7/2018}
 - E) School Board/Student Liaison Committee (5/30/2018 Udall ~ 6/6/2018 Beach)
 - F) Health and Wellness Committee {5/21/2018}
- X. **FINANCIAL MATTERS**
 - A) Treasurer's Report
- XI. **BUSINESS ITEMS**
 - A) Approval of Budget Transfers
 - B) Approval of Donations
 - 1. Annual Suffolk Association of School Business Officials Scholarship → WIUFSD \$500
 - 2. Suffolk Association of School Business Officials Scholarship in honor of Wendy Duffy's retirement → WIUFSD \$500
 - 3. Josten's Scholarship → WIHS \$500
 - 4. Suffolk Transportation Service, Inc. → WIUFSD \$1,000
 - 5. Islip Town Chief School Administrators → WIUFSD \$200

XI. BUSINESS ITEMS, continued

- C) Approval of 2018-2019 Bids and Request for Proposal
 - 1. RFP#1800 Suffolk Transit Service, Inc.
 - 2. #1801 Emerald Electric and Solar, Inc.
 - 3. #1802 Quintal Contracting Corp.
 - 4. #1804 Cardinal Control Systems, Inc.
 - 5. #1805 World Wide Security Group
 - 6. #1806 Long Island Geese Control, Inc.
 - 7. #1807 Riddell All American Company
 - 8. #1808 Tobay Printing Co., Inc.
 - 9. #1809 Maggio Environmental Services, Inc.
 - 10. #1810 BSN Sports, Port Jefferson Sports, Muddy Locker Sports, Star Sports
 - 11. #1811 Sprague Operating Resources, LLC.
 - 12. #1812 Orkin, LLC

- D) Approval of Change Order
 - 1. P & M Doors, LLC ~ SED No. 58-05-09-03-0-008-31 {WIHS} \$38,587.49

- E) Approval of 2017-2018 Health Service Contracts
 - 1. Jericho UFSD \$526.12
 - 2. Plainedge UFSD \$771.17

- F) Approval of 2018-2019 Engagement Letters
 - 1. Cullen & Danowski, LLP
 - 2. R.S. Abrams & Co., LLP

- G) Approval of 2018-2019 Contract
 - 1. Omni Services Agreement Reinstatement

XII. PRESIDENT'S REPORT

- A) Approval of the results of the Annual District Meeting held on May 15, 2018
- B) Approval of General Counsel Services Agreement and Labor Counsel Services Agreement
- C) Approval of Resolution re: Emergency Use of Herbicide
- D) Stipulation of Settlement and Release: Student A

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

**PLANNING SESSION
MEETING OF THE BOARD OF EDUCATION
May 22, 2018 – District Office**

PRESENT: Mr. Gellar, Mr. Brady, Mr. Maginniss, Mr. Michaluk, Mr. O'Connor

ABSENT: Mrs. LaRosa, Mr. Zotto

ADMINISTRATORS: Mrs. Burns, Mrs. Duffy, Dr. Rullan

ABSENT: None

Meeting was called to order at 7:38 p.m., followed by the Pledge.

Motion was made by Kevin O'Connor seconded by Paul Michaluk and carried when all Board members present voted in favor to approve the nomination of Fred Langstaff for Area 12 Director of the New York State School Boards Association (NYSSBA).

APPROVAL OF MINUTES:

Motion was made by Kevin O'Connor seconded by Ron Maginniss and carried when all Board members present voted in favor to approve the amended minutes of the April 12, 2018 Board of Education Regular Meeting and the minutes of the May 10, 2018 Board of Education Regular Meeting.

PERSONNEL:

Motion was made by Ron Maginniss seconded by Paul Michaluk and carried when all Board members present voted in favor to approve TEACHING: REGULAR SUBSTITUTE: Erin Shaw, Special Education, effective May 14, 2018 - June 30, 2018 (Maretuck; Step 1A¹ {pro-rated}).

Motion was made by Ron Maginniss seconded by Kevin O'Connor and carried when all Board members present voted in favor to approve CIVIL SERVICE: PROBATIONARY APPOINTMENT: *Danielle Ortiz, Senior Clerk Typist, effective May 29, 2018 (Transportation; Step 1; replacing M. McCarthy {retired}).

Motion was made by Ron Maginniss seconded by Kevin O'Connor and carried when all Board members present voted in favor to approve CIVIL SERVICE: RESIGNATION: Susan Barbella, Senior Account Clerk, effective June 9, 2018 (District Office).

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: CHANGE OF TITLE: Claire Appel, Full Time Assistant Cook, effective July 1, 2018 (High School/Floater; Step 9; change from Part Time Food Service Worker; {new position}).

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: CHANGE OF TITLE: Lisa Daly, Part Time Assistant Cook, effective July 1, 2018 (Bayview; Step 9; change from Part Time Food Service Worker; replacing T. Rueb {retired}).

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: CHANGE OF TITLE: Denise Kesler, Full Time Assistant Cook, effective July 1, 2018 (Udall; Step 9; change from Part Time Food Service Worker; replacing C. Moschetta {retired}).

*Conditional pending fingerprinting clearance

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: CHANGE OF TITLE: Carolina Pozzini, Full Time Assistant Cook, effective July 1, 2018 (Beach Street; Step 9; change from Part Time Food Service Worker; replacing S. Brady {retired}).

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: SUBSTITUTE CUSTODIAN: (\$11.50/hour): Brian Delaney, effective May 23, 2018; Robert Nevejans, effective May 23, 2018.

Motion was made by Kevin O'Connor seconded by Ron Maginniss and carried when all Board members present voted in favor to approve OTHER: SUBSTITUTE TEACHER (\$115 per diem): *Denise Ciangetti, effective August 29, 2018.

Motion was made by Kevin O'Connor, seconded by Scott Brady and carried when all Board members present voted in favor to adjourn to Executive Session at 8:07 p.m. for the purpose of discussing personnel, negotiations, and/or litigation.

Meeting reconvened at 8:23 p.m. on motion by Scott Brady, seconded by Ron Maginniss and carried when all Board members present voted in favor.

Meeting adjourned at 8:24 p.m. on motion by Kevin O'Connor, seconded by Paul Michaluk 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:

TEACHERS

T-1 PROBATIONARY APPOINTMENT

John Guerriero, Psychologist
Effective August 29, 2018 to August 28, 2021
(High School; Step 2⁴; replacing Robert Matuozzi {retired})

Julianne Hayes, Psychologist
Effective August 29, 2018 to August 28, 2022
(Manetuck; Step 1A⁴; replacing James Ciaravino {retired})

In order to be granted tenure a classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law § 3012-d of either effective or highly effective in at least three of the four preceding years and if a classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time.

**T-2 LEAVE OF ABSENCE (unpaid)
(Pursuant to the Family Medical Leave Act of 1993-
12 week continuous medical coverage)**

Kristin Timpson, Reading Teacher
Effective June 1, 2018 – June 15, 2018
(Oquenock)

T-3 REGULAR SUBSTITUTE

Dawn Pizzuto, Elementary
Effective June 1, 2018
(Bayview; Step 1A¹; replacing M. Murphy {retired})

Abolishment of Positions

Be it resolved, that upon the recommendation of the Superintendent of Schools, effective June 30, 2018, professional positions in the West Islip Public School District be abolished in the Elementary area (4 full-time positions), Social Studies area (1 full-time position), and Special Education area (1 full-time position) of classification.

CIVIL SERVICE

CL-1 CHANGE IN TITLE

Joseph Troiano, Custodial Worker I
Effective July 2, 2018
(High School; Step 10; change from Driver/Messenger; replacing D. Randazzo {retired})

OTHER

SUMMER SCHOOL 2018

Brian Taylor, Principal

Algebra I
Alyssa Urbach

Geometry
Nancy Yost

Global History
Edward Jablonski

Substitutes
Alissa Ferrucci
David Moglia
Alexandra Nohowec

OTHER, continued

REGENTS REVIEW SUMMER 2018

<u>Algebra I</u>	<u>Geometry</u>	<u>Global History</u>
Alyssa Urbach	Alissa Ferrucci	David Moglia

MIDDLE SCHOOL SUMMER ACADEMY 2018

Kristen Amoia	Elizabeth Kelly	Erin Meade
Jill Fedun	Elaine Longo	Theresa Robertson

SUMMER INVESTIGATIONS PROGRAM 2018

Rhonda Pratt, Coordinator

Teachers

Kristen Amoia	Stephanie Glennon	Victoria Sidorski
Timothy Bauernfeind	Alexandra Kaulfers	Daniel Sliwowski
Danielle Blaise	Elaine Longo	MaryBeth Qualliotine
Lindsey Brooks	Erin Meade	Debra Zucchero
Cara Douglas	Karen Nordland	
Paige Fogarty	Jennifer Pitt	

CHEERLEADING SUMMER CAMP 2018

Dina Barone, Director
Steffanie Traver, Director

Coaches

Jillian Bohnaker	Priscilla McBride
Lauren Brady	Nicole Shaw

Volunteer Counselors

Paige Azzariti	Jenna Hofmann	Ava Mina
Adrianna Cigliano	Isabella Isolano	Abby Moran
Melissa D'Angelo	Genna Johnson	Delaney O'Shea
Samantha DiJennaro	Kaitlyn Kelly	Faith Paduano
Gianna Fioravanti	Catarina Longonigro	Melissa Rubio
Alexa Gardini	Claudia Mangiamele	Meghan Sherlock
Ava Gmelch	Lauren McKeon	Brooke Tyler
Olivia Gmelch	Maureen McMahon	Taylor Woltmann

GYMNASTICS SUMMER CAMP 2018

Karyn Storan, Director
MaryAnn McGrade, Director
Taylor Raimo, Conditioning Coach
Nancy O'Donnell, Coach
Jillian Bohnaker, Coach

Counselors

Kimberly Arena	Caitlyn Leibman	Amanda Pollock
Brittany Baletta	Faith McCann	Theresa Rand
Hanna Battaglini	Rebecca McCann	Delaney Rivera
Cassidy Cullen	Emily McGrade	Courtney VonBraunsberg

Volunteer Counselors

Averie Alessa	Alyssa Woltmann
Grace Iehle	

OTHER, continued

WRESTLING SUMMER CAMP 2018

Nicholas LaGiglia, Director
John Ferrara, Assistant Director
Thomas Longobardi, Assistant Director

Coaches

Patrick Bell Tyler Walsh
Robert Ulrich

BOYS VOLLEYBALL SUMMER CAMP 2018

John Schrank, Director
Erin Bies, Assistant Director
Frank Franzone, Assistant Director

Coaches

Brian Kelly Steven Schrank
Tyler Pizzichemi

SUMMER INSTRUCTIONAL SWIM PROGRAM 2018

Directors

Thomas Bruder	Thomas Loudon	Mindy Renner
Tanya Carbone	John {Jack} Luquer	Jeremy Robertson
Edward Jablonski	Colleen Reilly	Karyn Storn

Lifeguards

Maxim Bakalo	Georgia Gagliardi	Nicholas Monaco
Bradley Battaglini	Samantha Gagliardi	Nicolette Nigro
Erin Bevan	Connor Gallagher	Thomas Parson
Molly Bevan	Thomas Gans	Miranda Paterno
Jake Bonomo	Mark Gellar	Andrew Paules
Jillian Bosch	Joseph Gusmano	Delaney Pepito
Gregory Bove	Luke Harris	Jack Pollock
Kaitlin Branigan	Jack Herzlinger	Emily Rushton
Julianna Budriss	Christopher Hueber	Isabelle Sarle
Anthony Cairo	Maximus Hujik	Timothy Sawina
Jaclyn Ciatarella	Kaitlyn Iwasiuk	Ryan Schneider
Jonathan Colascione	Claudia Kaich	Tyler Shook
Kiersten Comer	Jack Kennedy	Victoria Soto
Corinne Conste	Brian Kilkelly	Edward Talanian
Kyle Cronin	Kaya Konopa	Olivia Taylor
Shannon Culkin	Samantha Landri	Sara Viola
Jordyn Cummings	Abigail Lashinsky	Cody White
Jason DeCoteau	Andrew Lauriguet	Sarah Wiatrak
Nikkolette DePietro	Jonathan Magliaro	Jessica Witzgall
Kyle Dorr	Jake Martone	Jefferson Xu
Dane Dreitlin	Mitchell Mastroianni	Andrew Young
Andrew Fogel	Jamie McEnaney	Diana Young
Alexandra Gagliardi		

SUMMER SPORTS ACADEMY 2018

Patricia Plompen, Clerical Support, \$29.60 per hour

OTHER, continued

SUMMER RECREATION CAMP 2018

John Mullins, Director, \$79 per hour
Timothy Horan, Assistant Director, \$70 per hour
Debra Federico, Clerical Support, \$28 per hour
Laurie Luquer, Nurse, \$27 per hour
Debra Costantino, Lead Crafts Counselor, \$21 per hour

Camp Counselors {\$12 per hour}

Emily Brierly	Marissa McAllister	Gabrielle Ryan
Jessica Curto	Andrew Moschetto	Jake Richter
Christine Delianne	John Mullins	Kendall Richter
Lauren Distefano	Kassidy Mullins	Matthew Tonn
Ian Luquer	Maria Pascarella	Patrick Viviano
Jack Magee	Alyssa Pratt	Kylie Walsh
Laine Martin	Nicole Pratt	Matthew Zotto

ATHLETIC TRAINERS 2018-2019

Kevin Kilkenny, \$92.24 per session
Nicole Perperis, \$92.24 per session

EQUIPMENT COORDINATORS 2018-2019

James Dooley, High School
Denise Cain, Beach } shared
James Klimkoski, Beach
Brian Cameron, Udall

FALL 2018 HIGH SCHOOL COACHES

FOOTBALL

Steve Mileti, Varsity Head Coach
Anthony Yuli, Assistant Varsity Coach
Phil Kane, Assistant Varsity Coach
Scott Mattera, Varsity Volunteer Coach
Mark DiCristo, Varsity Volunteer Coach
Thomas Woodburn, Varsity Volunteer Coach
Mike Bellacosa, Varsity Volunteer Coach
Frank Riviezzo, Head J.V. Coach
Joseph LaCova, Assistant J.V. Coach

GIRLS SOCCER

Nicholas Grieco, Head Varsity Coach
Jeremy Robertson, Assistant Varsity Coach
Lindsay Morgan, J.V. Coach

BOYS SOCCER

Edward Pieron, Head Varsity Coach
Brian Cameron, Assistant Varsity Coach
Dennis Mazzalonga, J.V. Coach

OTHER, continued

FALL 2018 HIGH SCHOOL COACHES, continued

GIRLS SWIMMING

Tanya Carbone, Varsity Coach
Mindy Renner, Assistant Varsity Coach

GIRLS GYMNASTICS

Karyn Storan, Varsity Coach
MaryAnn McGrade, Assistant Varsity Coach
Nancy O'Donnell, Varsity Volunteer Coach

GIRLS TENNIS

George Botsch, Varsity Coach
William Turri, J.V. Coach

FIELD HOCKEY

Josephine Hassett, Varsity Coach
JoAnne Orehosky, Assistant Varsity Coach
Kelly Weisenseel, J.V. Coach

CROSS COUNTRY

Kevin Murphy, Boys Varsity Coach
Michelle Studley-Broderick, Girls Varsity Coach

BOYS VOLLEYBALL

John Schrank, Varsity Coach
Frank Franzone, Assistant Varsity Coach
Erin Bies, J.V. Coach

GIRLS VOLLEYBALL

James Klimkoski, Varsity Coach
Denise Cain, Assistant Varsity Coach
Tara Annunziata, J.V. Coach

GOLF

Frank Rapczyk, Varsity Coach

KICKLINE

Jessica Cichy, Varsity Coach

CHEERLEADING

Dina Barone, Varsity Coach
Steffanie Traver, Assistant Varsity Coach
Lauren Brady, J.V. Coach

FALL 2018 MIDDLE SCHOOL COACHES

FOOTBALL

Shanan Mauro, Head 7-8 Udall Coach
Vincent Luvera, Head 7-8 Beach Coach
Charles Kevin Osburn, Assistant 7-8 Beach Coach
Larry Plompen, Beach Volunteer Coach

GIRLS SOCCER

Edward Jablonski, 7-8 Udall Coach
Colleen Reilly, 7-8 Beach Coach

OTHER, continued

FALL 2018 MIDDLE SCHOOL COACHES, continued

BOYS SOCCER

Michael Distefano, 7-8 Udall Coach
Michael LaCova, 7-8 Beach Coach

CROSS COUNTRY

James Dooley, Udall Boys & Girls Coach
Joseph Nicolosi, Beach Boys & Girls Coach

FIELD HOCKEY

Stacy Piropato, 7-8 Udall Coach
Kristen Bagley, 7-8 Beach Coach

TENNIS

Patrick Tunstead, Girls 7-8 Udall/Beach

CHEERLEADING

Priscilla McBride, Udall 7-8 Co-Coach } shared
Nicole Shaw, Udall 7-8 Co-Coach
Jillian Bohnaker, Beach 7-8 Coach

WINTER 2018-2019 HIGH SCHOOL COACHES

GIRLS BASKETBALL

Christopher Scharf, Varsity Coach
Jeremy Robertson, Assistant Varsity Coach

BOYS BASKETBALL

Thomas Cross, Varsity Coach
Richard Zeitler, Assistant Varsity Coach
John T. Denninger, J.V. Coach

WRESTLING

Nicholas LaGiglia, Varsity Coach
Thomas Longobardi, Assistant Varsity Coach
John Ferrara, J.V. Coach
Peter Gonzalez, Volunteer Coach Varsity and J.V.
Andrew Gray, Volunteer Coach Varsity and J.V.
Tyler Walsh, Volunteer Coach Varsity and J.V.

BOYS SWIMMING

Thomas Loudon, Varsity Coach
Edward Jablonski, Assistant Varsity Coach

BOYS BOWLING

James Farnworth, Varsity Coach

GIRLS BOWLING

Frank Franzone, Varsity Coach

BOYS WINTER TRACK

Anthony Yuli, Varsity Coach
James Dooley, Assistant Varsity Coach

OTHER, continued

WINTER 2018-2019 HIGH SCHOOL COACHES

GIRLS WINTER TRACK

Michelle Studley, Varsity Coach
Greg Ziems, Assistant Varsity Coach

KICKLINE

Jessica Cichy, Varsity Coach

CHEERLEADING

Dina Barone, Varsity Coach
Steffanie Traver, Assistant Varsity Coach
Lauren Brady, J.V. Coach

EARLY WINTER 2018-2019 MIDDLE SCHOOL COACHES

GIRLS VOLLEYBALL

Tara Annunziata, 7-8 Udall Coach
Denise Cain, 7-8 Beach Coach

BOYS BASKETBALL

Patrick Tunstead, 7-8 Udall Coach

CHEERLEADING

Nicole Shaw, Udall 7-8 Co-Coach
Priscilla McBride, Udall 7-8 Co-Coach
Jillian Bohnaker, Beach 7-8 Beach Coach

LATE WINTER 2019 MIDDLE SCHOOL COACHES

GIRLS BASKETBALL

Nick Grieco, 7-8 Udall Coach
Patrick Tunstead, 7-8 Beach Coach

WRESTLING

Robert Ulrich, 7-8 Udall Coach
Patrick Bell, 7-8 Beach Coach
Andrew Gray, Volunteer Middle School Coach

BOYS VOLLEYBALL

James Klimkoski, 7-8 Udall Coach
Denise Cain, 7-8 Beach Coach

SPRING 2019 HIGH SCHOOL COACHES

BASEBALL

Shawn Rush, Varsity Coach
Richard Zeitler, Assistant Varsity Coach
Michael LaCova, J.V. Coach
Joseph LaCova, Varsity and J.V. Volunteer
Andrew Sesto, Varsity and J.V. Volunteer

SOFTBALL

Kourtney Proske, Varsity Coach
Alexa D'Onofrio, Assistant Varsity Coach
Colleen Reilly, J.V. Coach
Kim Raimondi-Rinyu, J.V. Volunteer Coach

OTHER, continued

SPRING 2019 HIGH SCHOOL COACHES, continued

BOYS TRACK

Jeremy Robertson, Varsity Coach
John Lavery, Assistant Varsity Coach
Daniel Fannon, Varsity Volunteer Coach

GIRLS TRACK

Michael Distefano, Assistant Varsity Coach

BOYS LACROSSE

Thomas Corcoran, Varsity Coach
William Turri, Assistant Varsity Coach
Anthony Pellati, Varsity Volunteer Coach
Michael Hazelton, J.V. Coach
Michael Delgado, Assistant J.V. Coach

GIRLS LACROSSE

Joseph Nicolosi, Varsity Coach
Brian Cameron, Assistant Varsity Coach
James Dooley, J.V. Coach
Stacy Piropato, Assistant J.V. Coach

BOYS TENNIS

George Botsch, Varsity Coach
Norman Wingert, J.V. Coach

GIRLS GOLF

Thomas Loudon, Varsity Coach

SPRING 2019 MIDDLE SCHOOL COACHES

BASEBALL

Kevin Osburn, 7-8 Udall Coach
Frank Riviezzo, Udall Volunteer
Steve Miletì, 7-8 Beach Coach
Larry Plompen, Beach Volunteer

SOFTBALL

Robert Weiss, 7-8 Udall Coach
Edward Jablonski, 7-8 Beach Coach

BOYS TRACK

Kevin Murphy, 7-8 Udall Coach
Christopher Salerno, 7-8 Beach

GIRLS TRACK

Tara Annunziata, 7-8 Udall Coach
Lindsay Morgan, 7-8 Beach Coach

BOYS LACROSSE

Greg Schmalenberger, 7-8 Udall Coach
Dennis J. Coleman, Assistant Udall Coach
Sean McAlavey, 7-8 Beach Coach
Michael Perrone, Assistant Beach Coach

OTHER, continued

SPRING 2019 MIDDLE SCHOOL COACHES, continued

GIRLS LACROSSE

Kelly Weisenseel, 7-8 Udall Coach
Kristie Ferruzzi, Assistant Udall Coach

BOYS AND GIRLS SWIMMING

Thomas Bruder, 7-8 Udall/Beach Coach
John {Jack} Luquer, Assistant Udall/Beach Coach

BOYS TENNIS

JoAnne Orehosky, 7-8 Udall/Beach Coach

PERMANENT SUBSTITUTE TEACHER (\$130 per diem)

Jennifer Dolan, effective August 29, 2018 through June 26, 2019
Zachary Enoksen, effective August 29, 2018 through June 26, 2019
Paige Fogarty, effective August 29, 2018 through June 26, 2019
Daniel Sarfin, effective August 29, 2018 through June 26, 2019
Victoria Sidorski, effective August 29, 2018 through June 26, 2019
Daniel Sliwowski, effective August 29, 2018 through June 26, 2019

DISTRICT-WIDE PRINTING SERVICES 2018-2019

John Zuhoski, \$18,734

School Business Officials

President

Anne Marie Marrone Caliendo
Half Hollow Hills School District

Vice President

James Stucchio
Cold Spring Harbor School District

Treasurer

Sharon Donnelly
Connetquot School District

Secretary

Stacy O'Connor
Brentwood School District

Membership Chair

Michele Psarakis
West Babylon School District

Immediate Past President

Donna Jones, Ed.D.
Patchogue-Medford School District



May 18, 2018

Congratulations!

As an active member of the Suffolk Association of School Business Officials and in recognition of your consistent attendance at our monthly meetings, your district has been selected to receive a **\$500 Suffolk Association of School Business Officials Scholarship**.

As the local chapter for the New York State Association of School Business Officials, we are a charitable non-profit membership organization. Our membership includes School Business Officials and staff from school districts and BOCES in Suffolk County, students in School District Business Leader graduate programs and companies doing business with schools.

We utilize our monthly meetings to promote and encourage collaboration and professional development, maintain the highest ethical standards, advocate on behalf of public education and provide leadership in the management of resources to ensure quality education for all students.

It is our hope that a deserving graduating student in your district will be the recipient of this \$500 Suffolk Association of School Business Officials Scholarship in recognition of your efforts to "advance the business of education".

With appreciation,

Sharon Donnelly
Suffolk ASBO Treasurer

Suffolk Association of School Business Officials



President
Anne Marie Marrone Caliendo
Half Hollow Hills School District

Vice President
James Stucchio
Cold Spring Harbor School District

Treasurer
Sharon Donnelly
Connetquot School District

Secretary
Stacy O'Connor
Brentwood School District

Membership Chair
Michele Psarakis
West Babylon School District

Immediate Past President
Donna Jones, Ed.D.
Patchogue-Medford School District

Wendy,

Congratulations on your upcoming retirement!

On behalf of the entire Suffolk Association of School Business Officials, please accept the enclosed scholarship check for \$500 in recognition of your many years of dedicated service to advancing the business of education. It is our intention that this scholarship be awarded to a graduating senior at the West Islip UFSD who is planning to attend a college or university in pursuit of a business degree.

With appreciation,

Sharon Donnelly
Suffolk ASBO Treasurer

3136

SUFFOLK ASSOCIATION OF SCHOOL
BUSINESS OFFICIALS

DATE 5/18/18

1-2
210 197

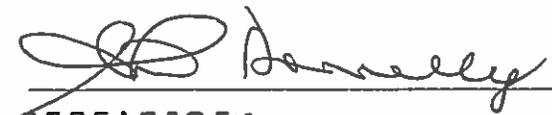
PAY TO THE ORDER OF West Islip UFSD \$ 500.

Five hundred and 00/100 DOLLARS

CHASE  for BUSINESS

JPMorgan Chase Bank, N.A.
www.Chase.com

FOR Scholarship



⑈003136⑈ ⑆021000021⑆

777519305⑈

3143

SUFFOLK ASSOCIATION OF SCHOOL
BUSINESS OFFICIALS

DATE 5/18/18

1-2
210 197

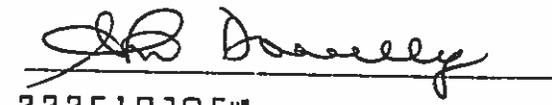
PAY TO THE ORDER OF West Islip UFSD \$ 500.

Five hundred and 00/100 DOLLARS

CHASE  for BUSINESS

JPMorgan Chase Bank, N.A.
www.Chase.com

FOR Scholarship in honor of Wendy Duffy's retirement



⑈003143⑈ ⑆021000021⑆

777519305⑈



Jostens Inc
P.O. Box 992
Owatonna MN 55060

WELLS FARGO BANK OHIO, NA
VAN WERT OH 45891

58-382
412

No. 1963468

CHECK DATE	CHECK NUMBER	CHECK AMOUNT
11-MAY-18	1963468	*****500.00

PAY Five Hundred Dollars And Zero Cents*****

TO THE
ORDER OF

WEST ISLIP HIGH SCHOOL
1 LIONS PATH
WEST ISLIP, NY 11795

James Jansen

⑈0001963468⑈ ⑆041203824⑆ 9600005131⑈

No letter

SUFFOLK TRANSPORTATION SERVICE, INC.

JOHN J. CORRADO
PRESIDENT

May 29, 2018

Ms. Wendy Duffy
Asst. Supt. for Business
West Islip UFSD
100 Sherman Ave.
West Islip, NY 11795

Dear Ms. Duffy:

We are pleased to enclose our annual scholarship donation in the amount of \$1,000.00 to be awarded to students of your choice in the name of Suffolk Transportation Service, Inc. It gives us great pleasure to know that a student's aspiration for higher education will be made more attainable by this gift.

We wish the recipient and all of your graduates great success in pursuing their future endeavors.

Sincerely,



John J. Corrado
President

Id\scholarship\wiaward
enclosure

cc: Bernadette Burns, Superintendent
Louis Stellato, HS Asst. Principal ✓

SUFFOLK TRANSPORTATION SERVICE, INC.

152667

Vendor Company Name		Vendor Number	Vendor Phone #	Check Date	Check No.	
WEST ISLIP UFSD		WEST12924		05/17/2018	152667	
Invoice Number	Inv Date	Reference	Invoice Amount	Total Paid	Discount/Adj	Payment Amount
051018	05/15/2018	SCHOLARSHIP	1,000.00	1,000.00	0.00	1,000.00
TOTAL			1,000.00	1,000.00	0.00	1,000.00

SUFFOLK TRANSPORTATION SERVICE, INC.
 10 MOFFITT BOULEVARD
 BAY SHORE, NEW YORK 11706

CITIBANK, N.A. Br. #343
 77 East Main Street
 Bay Shore, New York 11706
 1-148-210

CHECK NO.

152667

DATE

05/17/2018

AMOUNT

\$1,000.00

PAY Sum of One Thousand and 00/100 Dollars

TO THE ORDER OF
 WEST ISLIP UFSD
 100 SHERMAN AVE.
 WEST ISLIP, NY 11795



AUTHORIZED SIGNATURE

⑈ 152667⑈ ⑆021001486⑆ 075041848⑈

WEST ISLIP PUBLIC SCHOOLS
Office of the Superintendent
INTEROFFICE MEMORANDUM

TO: Wendy Duffy
FROM: Bernadette M. Burns *BMB*
DATE: June 1, 2018
RE: Scholarship Donation

I have received a scholarship in the amount of \$200 from The Islip Town Chief School Administrators in memory of my father, Jack Mullins.

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: SCHOOL BUS TRANSPORTATION

DATE: 5/29/2018

CC: W. DUFFY

A request for proposal for Home to School Van and Bus School Year, Summer, Athletics and Field Trip Transportation for the West Islip School District was advertised in Newsday and the Islip Bulletin on Thursday, February 8, 2018. This request for proposal was also advertised on the West Islip website.

A total of six (6) requests for proposals were mailed to prospective proposers. A total of one (1) was returned. This one (1) proposal was opened on March 1, 2018.

RECOMMENDATION:

Based on the proposal best meeting the needs of the West Islip UFSD that the contract for Home to School Van and Bus School Year, Summer, Athletics and Field Trip Transportation is awarded to:

Suffolk Transit Service, Inc.

Please contact me with any questions.

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: ELECTRICAL REPAIR AND SERVICES

DATE: 5/15/2018

CC: W. DUFFY, J. BOSSE

A request for sealed bids for Electrical Repairs and Services was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. The bid was also advertised on the West Islip District website as well as Construction Data News.

A total of Thirteen (13) bids were mailed to prospective bidders. A total of nine (9) bids were returned. These nine (9) bids were opened on April 23, 2018.

RECOMMENDATION:

Based on low bid meeting specifications it is recommended that the contract for Electrical Repair and Service be awarded to:

Emerald Electric and Solar, Inc.

Please see the attached spreadsheet for details with regards to all bidders. Please contact me with any questions.

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: TREE PRUNING AND CARE SERVICES

DATE: 5/15/2018

CC: W. DUFFY, J. BOSSIE

A request for sealed bids for Tree Pruning and Care Services for the West Islip School District was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. The bid was also advertised on the West Islip website as well as Construction Data News.

A total of Thirteen (13) bids were mailed to prospective bidders. A total of three (3) were returned. These three (3) bids were opened on April 23, 2018.

RECOMMENDATION:

Based on an analysis of the district's spending patterns it has been determined the categories of work the district has required has primarily involved tree pruning and tree removal.

Based on low bid meeting specifications that the contract for Tree Pruning and Care Services be awarded to:

Quintal Contracting Corp.

Please see the attached spreadsheet for details with regard to all bidders. Please contact me with any questions.

West Islip UFSD
 Tree Pruning and Care Services
 Bld # 1802 4/23/18

Labor & Equip. Rate	Quintal Contracting Corp.			Dom's Lawnmaker, Inc.			Dragonetti Brothers		
	Rate	Prompt Pay	Net Rate	Rate	Prompt Pay	Net Rate	Rate	Prompt Pay	Net Rate
<u>Tree Pruning</u>									
Price/Hr. Crew & Equipment	\$ 625.00	2%	\$ 612.50	\$ 685.00	2%	\$ 671.30	\$ 800.00	2%	\$ 784.00
Price/Day Crew & Equipment	\$ 5,000.00	2%	\$ 4,900.00	\$ 5,480.00	2%	\$ 5,370.40	\$ 6,500.00	2%	\$ 6,370.00
Price/Week Crew & Equipment	\$ 22,000.00	2%	\$ 21,560.00	\$ 27,400.00	2%	\$ 26,852.00	\$ 25,000.00	2%	\$ 24,500.00
<u>Tree Removal</u>									
Price/Hr. Crew & Equipment	\$ 625.00	2%	\$ 612.50	\$ 685.00	2%	\$ 671.30	\$ 800.00	2%	\$ 784.00
Price/Day Crew & Equipment	\$ 5,000.00	2%	\$ 4,900.00	\$ 5,480.00	2%	\$ 5,370.40	\$ 6,500.00	2%	\$ 6,370.00
Price/Week Crew & Equipment	\$ 24,500.00	2%	\$ 24,010.00	\$ 27,400.00	2%	\$ 26,852.00	\$ 25,000.00	2%	\$ 24,500.00
<u>Additions:</u>									
<u>Loader</u>									
Price/Day for Loader	\$ 650.00	2%	\$ 637.00	\$ 1,160.00	2%	\$ 1,136.80	\$ 1,500.00	2%	\$ 1,470.00
Price/Week for Loader	\$ 3,200.00	2%	\$ 3,136.00	\$ 5,800.00	2%	\$ 5,684.00	\$ 7,000.00	2%	\$ 6,860.00
<u>Stump Grinder</u>									
Price/Day for Stump Grinder	\$ 550.00	2%	\$ 539.00	\$ 400.00	2%	\$ 392.00	\$ 500.00	2%	\$ 490.00
Price/Week for Stump Grinder	\$ 2,750.00	2%	\$ 2,695.00	\$ 2,000.00	2%	\$ 1,960.00	\$ 2,400.00	2%	\$ 2,352.00
<u>Labor</u>									
Price/Hour	\$ 150.00	2%	\$ 147.00	\$ 135.00	2%	\$ 132.30	\$ 120.00	2%	\$ 117.60
Price/Day	\$ 1,200.00	2%	\$ 1,176.00	\$ 1,080.00	2%	\$ 1,058.40	\$ 960.00	2%	\$ 940.80
Price/Week	\$ 6,000.00	2%	\$ 5,880.00	\$ 5,400.00	2%	\$ 5,292.00	\$ 4,800.00	2%	\$ 4,704.00
<u>Fertilization</u>									
Price/Hour Applicator No Equip.	\$ 198.00	2%	\$ 194.04	\$ 135.00	2%	\$ 132.30	\$ 120.00	2%	\$ 117.60
Price/Day Applicator No Equip.	\$ 1,584.00	2%	\$ 1,552.32	\$ 1,080.00	2%	\$ 1,058.40	\$ 960.00	2%	\$ 940.80
Price/Hour Applicator w/Equip.	\$ 298.00	2%	\$ 292.04	\$ 280.00	2%	\$ 274.40	\$ 240.00	2%	\$ 235.20
Price/Day Applicator w/Equip.	\$ 2,384.00	2%	\$ 2,336.32	\$ 2,240.00	2%	\$ 2,195.20	\$ 1,970.00	2%	\$ 1,930.80

Fertilizer = Cert. Cost + % 15% Prompt Pay Discount - 2%

25% Prompt Pay Discount - 2%

West Islip UFSD
Tree Pruning and Care Services
Bid # 1802 4/23/18

<u>Date</u>	<u>Work Performed</u>	<u>Total</u>
7/10/2017	<u>Paul J. Bellew</u> Prune and Cut back Cherry Trees Removed Dead Oak Raised Honey Locust & Maple @ Entrance	\$ 1,875.00
7/11/2018	<u>High School</u> Cut back Oak and Honey Locust Removed Dying Oak in Front of Building <u>Udall</u> Reduced 2 oaks and Cut Back Other Trees and Bushes in courtyard	\$ 1,875.00
	Total	<u>\$3,750.00</u>

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: MAINTENANCE SERVICE FOR PNEUMATIC AND DDC CONTROL SYSTEMS

DATE: 5/15/2018

CC: W. DUFFY, J. BOSSE

A request for sealed bids for Maintenance Service for Pneumatic & DDC Control Systems for the West Islip School District was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. The bid was also advertised on the West Islip website as well as Construction Data News.

A total of Ten (10) bids were mailed to prospective bidders. A total of two (2) were returned. These two (2) bids were opened on April 24, 2018.

RECOMMENDATION:

Based on low bid meeting specifications that the contract for Maintenance Service for Pneumatic and DDC Control Systems is awarded to:

Cardinal Control Systems, Inc.

Please see the attached spreadsheet for details with regard to this bid. Please contact me with any questions.

West Islip UFSD
Maintenance Service Pneumatic & DDC Control Systems
Bid # 1804 4/24/18

<u>Rate</u>	<u>Cardinal Controls</u>	<u>Commercial Instrumen.</u>
Yearly Base Contract Price	\$ 21,650.00	\$ 65,000.00

Labor Rate:
(Work Done Beyond Contract)

Mechanic/Hourly Rate	\$ 114.00	\$ 95.00
Helper(Apprentice)/Hourly Rate	\$ 60.00	\$ 75.00

Parts and Materials will be billed at Contractor's Certified Cost + _____%
 Cardinal Controls 20%
 Commercial Instrum. 20%

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: MAINTENANCE, SERVICE & MONITORING OF FIRE ALARM AND SECURITY SYSTEMS

DATE: 5/15/2018

CC: W. DUFFY, J. BOSSE

A request for sealed bids for Maintenance and Service of Fire Alarms Systems, the Maintenance and Repair of Security Alarm Systems and Central Station Monitoring of Security and Fire Alarm Systems for the West Islip School District was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. The bid was also advertised on the West Islip website as well as Construction Data News

A total of eleven (11) bids were mailed to prospective bidders. A total of two (2) were returned. The two (2) bids were opened on April 24, 2018.

RECOMMENDATION:

Based on low bid meeting specifications that the contract for Maintenance and Service of Fire Alarm Systems, the Maintenance and Repair of Security Alarm Systems and Central Station Monitoring of Security and Fire Alarms Systems is awarded to:

World Wide Security Group

Please see the attached spreadsheet for details with regard to this bid. Please contact me with any questions.

West Islip UFSD
Maintenance, Service, & Monitoring of Fire Alarm & Security Systems
Bid #1805 4/24/18

	<u>World Wide Security</u>	<u>Protective Management</u>
Maint. & Srvce Fire Alarm Systms: Yearly Contract Price	\$ 10,000.00	\$ 21,320.00
Work Outside Proposal:		
Labor Rate/Hr.	\$ 119.00	\$ 130.00
Maint. & Service of Security Systms: Yearly Contract Price	\$ 5,300.00	\$ 3,630.00
Work outside Proposal:		
Labor Rate/Hr.	\$ 119.00	\$ 110.00
Monitoring of Fire Alarm & Intrusion Detection Systems:		
Yearly Contract Price	<u>\$ 6,313.00</u>	<u>\$ 6,000.00</u>
Seperate Package Price Total	\$ 21,613.00	\$ 30,950.00
Combined "Package Price"	\$ 21,613.00	\$ 30,950.00
Prompt Payment Discount	1%	5.0%
Final Price	<u>\$ 21,396.87</u>	<u>\$ 29,402.50</u>
<u>Billing for Parts & Materials</u>		
Contractor's Certified Cost +	20%	25%
Prompt Payment Discount	1%	5.0%

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: REMOVAL OF UNWANTED GEESE AND WATERFOWL

DATE: 5/15/2018

CC: W. DUFFY, J. BOSSE

A request for sealed bids for Removal of Unwanted Geese and Waterfowl was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. This bid was also advertised on the West Islip District website.

A total of Five (5) bids were mailed to prospective bidders. A total of one (1) was returned. The one (1) bid was opened on April 24, 2018.

RECOMMENDATION:

Based on low bid meeting specifications that the contract for Removal of Unwanted Geese and Waterfowl is awarded to:

Long Island Geese Control, Inc.

Annual Contract Price: \$18,840.00

Please contact me with any questions you may have with regard to this bid.

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: ATHLETIC EQUIPMENT RECONDITIONING

DATE: 5/17/2018

CC: W. DUFFY, T. HORAN

A request for sealed bids for Athletic Equipment Reconditioning for the West Islip School District was advertised in Newsday and the West Islip Bulletin on Thursday, April 5, 2018. This bid was also advertised on the West Islip website.

A total of four (4) bids were mailed to prospective bidders. A total of three (3) were returned. The three (3) bids were opened on April 25, 2018.

RECOMMENDATION:

Based on low bid meeting specifications that the contract for Athletic Equipment Reconditioning is awarded to:

Riddell All American Company

Please see the attached for details with regard to this bid. Please contact me with any questions.

**West Islip UFSD
Athletic Equipment Reconditioning
Bid #1807, April 25, 2018**

<u>Category</u>	<u>Schutt</u>	<u>Stadium</u>	<u>Riddell</u>
Football Helmets			
A. Reconditioned, Painted, Cages Reinstall. Recertified	\$ 3,823.75	\$ 1,575.00	\$ 3,071.25
B. Replacement Parts	\$ -	\$ 1,925.00	\$ -
C. Hardware	\$ 831.25	\$ 2,178.25	\$ 1,128.75
Football Shoulder Pads			
A. Reconditioned	\$ 1,662.50	\$ 1,662.50	\$ 1,487.50
B. Hardware	\$ 72.50	\$ -	\$ 67.50
Football Jerseys			
Cleaning, Pressing and Repairs	\$ 1,193.10	\$ 873.00	\$ 870.00
Football Pants			
Cleaning, Pressing and Repairs	\$ 1,107.00	\$ 1,053.00	\$ 950.00
Football Girdles			
Cleaning, Pressing and Repairs	\$ 50.00	\$ 100.00	\$ 90.00
Basketball Jerseys			
Cleaning, Pressing and Repairs	\$ -	\$ -	\$ 243.00
Basketball Shorts			
Cleaning, Pressing and Repairs	\$ -	\$ -	\$ 216.00
Baseball & Softball Helmets			
Reconditioned, Painted, Recertified	\$ 90.00	\$ 102.00	\$ 99.00
Baseball & Softball Shirts			
Cleaning, Pressing and Repairs	\$ 264.50	\$ 253.00	\$ 207.00
Baseball & Softball Pants			
Cleaning, Pressing and Repairs	\$ 230.00	\$ 220.00	\$ -
Wrestling Singlets			
Cleaning, Pressing and Repairs	\$ -	\$ 135.00	\$ 81.00
Cross Country Jerseys and Shorts			
Cleaning, Pressing and Repairs	\$ 50.00	\$ 50.00	\$ 90.00
Field Hockey Jerseys			
Cleaning, Pressing and Repairs	\$ -	\$ -	\$ 162.00

<u>Category</u>	<u>Schutt</u>	<u>Stadium</u>	<u>Riddell</u>
Field Hockey Kilts			
Cleaning, Pressing and Repairs	\$ -	\$ -	\$ 162.00
Soccer Jerseys			
Cleaning, Pressing and Repairs	\$ 460.00	\$ 200.00	\$ 360.00
Soccer Shorts			
Cleaning, Pressing and Repairs	\$ 368.00	\$ 160.00	\$ 288.00
Soccer Jackets & Warm Up Pants			
Cleaning, Pressing and Repairs	\$ -	\$ -	\$ -
Swimming Jackets & Warm Up Pants			
Cleaning, Pressing and Repairs	\$ 120.00	\$ 80.00	\$ -
Tennis Shirts and Shorts			
Cleaning, Pressing and Repairs	\$ 90.00	\$ -	\$ -
Tennis Skirts			
Cleaning, Pressing and Repairs	\$ -	\$ -	\$ -
Volleyball Jerseys & Shorts			
Cleaning, Pressing and Repairs	\$ 135.00	\$ 90.00	\$ -
Cheerleading Shirts & Skirts			
Cleaning, Pressing and Repairs	\$ 90.00	\$ 120.00	\$ 216.00
Cheerleading Sequin Tops			
Cleaning, Pressing and Repairs	\$ -	\$ 4.00	\$ -
Lacrosse Jerseys & Shorts			
Cleaning, Pressing and Repairs	\$ 920.00	\$ 720.00	\$ 720.00
Lacrosse Jackets & Warm Up Pants			
Cleaning, Pressing and Repairs	\$ 75.00	\$ -	\$ -
Lacrosse Skirts			
Cleaning, Pressing and Repairs	\$ -	\$ 66.00	\$ -
Totals	<u>\$ 11,632.60</u>	<u>\$ 11,566.75</u>	<u>\$ 10,509.00</u>

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: PRINTING BID AWARD

DATE: 5/15/2018

CC: W. DUFFY, P. DENNINGER

A request for sealed bids to print the District Newsletters, District Budget Brochure, Graduation Newsletter, Adult Education Brochure and the Health and Wellness Newsletter for the 2018-2019 school year was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. The bid was also advertised on the West Islip website.

A total of twelve (12) bid applications were mailed to prospective bidders. A total of six (6) bids were returned. These six (6) bids were opened on April 25, 2018.

RECOMMENDATION:

The printing of the District Newsletters, District Budget Brochure, Graduation Newsletter, Adult Education Brochure and Health and Wellness Newsletters be awarded to the vendor listed below on the basis of low bid meeting specifications:

Tobay Printing Co., Inc.

Please see the attached spreadsheet for details with regard to all bidders. Please contact me with any questions.

Adult Ed Brochure

(2X/Yr)

	<u>1 Color</u>	<u>Additional Charges</u>	<u>Total</u>
	\$ 925.00	\$ 0	\$ 925.00
	\$ 1,226.00	\$ 0	\$ 1,226.00
	\$ 1,375.00	0	\$ 1,375.00
	\$ 1,658.00	\$ 0	\$ 1,658.00
	\$ 1,865.00	\$ 0	\$ 1,865.00
	\$ 2,210.00	\$ 0	\$ 2,210.00

Health & Wellness

(2X/Yr)

	<u>2 Color</u>	<u>Additional Charges</u>	<u>Total</u>
	\$ 750.00	\$ 0	\$ 750.00
	\$ 895.00	\$ 0	\$ 895.00
	\$ 1,095.00	0	\$ 1,095.00
	\$ 1,260.00	\$ 0	\$ 1,260.00
	\$ 1,365.00	\$ 0	\$ 1,365.00
	\$ 2,085.00	\$ 0	\$ 2,085.00

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: REFUSE REMOVAL BID AWARD

DATE: 5/15/2018

CC: W. DUFFY, J. BOSSE

A request for sealed bids to provide refuse removal services for the district was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. The bid was also advertised on the West Islip website as well as Construction Data News

A total of nine (9) bid proposals were mailed to prospective bidders. A total of two (2) bids were returned. These two (2) bids were opened on April 25, 2018.

RECOMMENDATION:

Based on low bid meeting specifications that the contract for Refuse Removal is awarded to:

Maggio Environmental Services, LLC

Please see the attached spreadsheet for details with regard to all bidders. Please contact me with any questions.

**West Islip UFSD
Refuse Removal Bid
Bid # 1809 4/25/18**

Company

Combined Price*

Maggio Environmental Services

\$ 83,856.00

Winters Bros.

\$ 150,600.00

**Combined Price includes Pick up of all:*

Trash

Recyclable Cardboard

Paper Products Removal

Recyclable Glass, Plastics and Cans

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: ATHLETIC UNIFORMS

DATE: 5/21/2018

CC: W. DUFFY, T. HORAN

A request for sealed bids for Athletic Uniforms for the West Islip School District was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. This bid was also advertised on the West Islip website.

A total of fifteen (15) bids were mailed to prospective bidders. A total of seven (7) bids were returned. The seven (7) bids were opened on April 26, 2018.

RECOMMENDATION:

Based on low bid meeting specifications that the contract for Athletic Uniforms is awarded to:

BSN Sports	Total Cost (Varsity Football, Girls Varsity Basketball, Boys Varsity Bowling)	<u>\$ 6,184.45</u>
Port Jefferson Sports	Total Cost (Boys MS Basketball)	<u>\$ 539.60</u>
Muddy Locker Sports	Total Cost (Varsity Baseball)	<u>\$ 1,443.00</u>
Star Sports	Total Cost (Varsity Wrestling, Varsity Girls Lacrosse)	<u>\$ 5,920.80</u>

Please see the attached spreadsheet for details with regard to this bid. Please contact me with any questions.

**West Islip UFSD
Athletic Uniforms
Bid #1810, April 26, 2018**

<u>Category</u>	<u>Quantity</u>	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Varsity Football							
Rawlings - #FJ255							
Practice Jersey							
Medium	20	\$ 14.99	\$ 23.39	No Bid	No Bid	\$ 19.00	NO Bid
Large	20	\$ 14.99	\$ 23.39			\$ 19.00	
XLarge	10	\$ 14.99	\$ 23.39			\$ 19.00	
XXLarge	5	\$ 14.99	\$ 23.39			\$ 19.00	
Total		\$ 824.45	\$ 1,286.45	\$ -	\$ -	\$ 1,045.00	\$ -

<u>Category</u>	<u>Quantity</u>	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Girl's Varsity Basketball							
Nike - #NK846808							
Jersey (Away)							
Small	2	\$ 80.00	No Bid	No Bid	No Bid	No Bid	No Bid
Medium	5	\$ 80.00					
Large	5	\$ 80.00					
XLarge	5	\$ 80.00					
XXLarge	1	\$ 80.00					
Total		\$ 1,440.00	\$ -	\$ -	\$ -	\$ -	\$ -

<u>Category</u>	<u>Quantity</u>	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Girl's Varsity Basketball							
Nike - #NK846808							
Jersey (Home)							
Small	2	\$ 80.00	No Bid	No Bid	No Bid	No Bid	No Bid
Medium	5	\$ 80.00					
Large	5	\$ 80.00					
XLarge	5	\$ 80.00					
XXLarge	1	\$ 80.00					
Total		\$ 1,440.00	\$ -	\$ -	\$ -	\$ -	\$ -

Category
Girl's Varsity Basketball

Nike - #NK808457

Shorts (Away)

	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
2	\$ 55.00	No Bid	No Bid	No Bid	No Bid	No Bid
5	\$ 55.00					
5	\$ 55.00					
5	\$ 55.00					
1	\$ 55.00					
Total	\$ 990.00	\$ -	\$ -	\$ -	\$ -	\$ -

Category
Girl's Varsity Basketball

Nike - #NK848057

Shorts (Home)

	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
2	\$ 55.00	No Bid	No Bid	No Bid	No Bid	No Bid
5	\$ 55.00					
5	\$ 55.00					
5	\$ 55.00					
1	\$ 55.00					
Total	\$ 990.00	\$ -	\$ -	\$ -	\$ -	\$ -

Category
Boy's MS Basketball

Alleson - #AA560R

Jersey

	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
14	\$ 22.50	\$ 13.49	\$ 13.50	\$ 13.65	No Bid	\$ 13.60
14	\$ 22.50	\$ 13.49	\$ 13.50	\$ 13.65		\$ 13.60
10	\$ 22.50	\$ 13.49	\$ 13.50	\$ 13.65		\$ 13.60
2	\$ 22.50	\$ 13.49	\$ 13.50	\$ 13.65		\$ 13.60
Total	\$ 900.00	\$ 539.60	\$ 540.00	\$ 546.00	\$ -	\$ 544.00

<u>Category</u>	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Varsity Wrestling						
Under Armour - #1270403						
Warm Up Jacket					No Bid	
Small	\$ 40.00	\$ 40.74	\$ 42.00	\$ 45.00		\$ 40.70
Medium	\$ 40.00	\$ 40.74	\$ 42.00	\$ 45.00		\$ 40.70
Large	\$ 40.00	\$ 40.74	\$ 42.00	\$ 45.00		\$ 40.70
Xlarge	\$ 40.00	\$ 40.74	\$ 42.00	\$ 45.00		\$ 40.70
XXLarge	\$ 40.00	\$ 40.74	\$ 42.00	\$ 45.00		\$ 40.70
Total	\$ 960.00	\$ 977.76	\$ 1,008.00	\$ 1,080.00	\$ -	\$ 976.80

<u>Category</u>	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Varsity Wrestling						
Under Armour - #1270404						
Warm Up Pants					No Bid	
Small	\$ 38.00	\$ 36.74	\$ 39.50	\$ 39.00		\$ 35.00
Medium	\$ 38.00	\$ 36.74	\$ 39.50	\$ 39.00		\$ 35.00
Large	\$ 38.00	\$ 36.74	\$ 39.50	\$ 39.00		\$ 35.00
Xlarge	\$ 38.00	\$ 36.74	\$ 39.50	\$ 39.00		\$ 35.00
XXLarge	\$ 38.00	\$ 36.74	\$ 39.50	\$ 39.00		\$ 35.00
Total	\$ 912.00	\$ 881.76	\$ 948.00	\$ 936.00	\$ -	\$ 840.00

<u>Category</u>	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Boys Varsity Bowling						
Nike - #NK658085						
Polo Shirt					No Bid	No Bid
Small	\$ 25.00	\$ 27.94				
Medium	\$ 25.00	\$ 27.94				
Large	\$ 25.00	\$ 27.94				
Xlarge	\$ 25.00	\$ 27.94				
XXLarge	\$ 25.00	\$ 27.94				
Total	\$ 500.00	\$ 558.80	\$ -	\$ -	\$ -	\$ -

Category
Varsity Baseball
 Rawlings - #CS5

	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Jersey	No Bid			No Bid		No Bid
Medium		\$ 64.94	\$ 79.95		\$ 55.50	
10		\$ 64.94	\$ 79.95		\$ 55.50	
Large		\$ 64.94	\$ 79.95		\$ 55.50	
4		\$ 64.94	\$ 79.95		\$ 55.50	
Xlarge		\$ 64.94	\$ 79.95		\$ 55.50	
2		\$ 64.94	\$ 79.95		\$ 55.50	
Total	\$ -	\$ 1,688.44	\$ 2,078.70	\$ -	\$ 1,443.00	\$ -

Category
Varsity Girls Lacrosse
 Under Armour UJVLXW
 Jersey (Away)

	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Small					No Bid	
10	\$ 53.00	\$ 39.94	\$ 45.95	\$ 43.20		\$ 40.50
Medium	\$ 53.00	\$ 39.94	\$ 45.95	\$ 43.20		\$ 40.50
25	\$ 53.00	\$ 39.94	\$ 45.95	\$ 43.20		\$ 40.50
Large						
5						
Total	\$ 2,120.00	\$ 1,597.60	\$ 1,838.00	\$ 1,728.00	\$ -	\$ 1,620.00

Category
Varsity Girls Lacrosse
 Under Armour UJVLXW
 Jersey (Home)

	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
Small					No Bid	
10	\$ 53.00	\$ 39.94	\$ 45.95	\$ 43.20		\$ 40.50
Medium	\$ 53.00	\$ 39.94	\$ 45.95	\$ 43.20		\$ 40.50
25	\$ 53.00	\$ 39.94	\$ 45.95	\$ 43.20		\$ 40.50
Large						
5						
Total	\$ 2,120.00	\$ 1,597.60	\$ 1,838.00	\$ 1,728.00	\$ -	\$ 1,620.00

Category
Varsity Girls Lacrosse
 Under Armour UJKLXW
 Kilt

	<u>BSN Sports</u>	<u>Port Jeff Sports</u>	<u>Murphy's Sports</u>	<u>Triple Crown</u>	<u>Muddy Locker</u>	<u>Star Sports</u>
10 Small	\$ 45.00	\$ 36.94	\$ 42.00	\$ 43.00	NO Bid	\$ 21.60
25 Medium	\$ 45.00	\$ 36.94	\$ 42.00	\$ 43.00		\$ 21.60
5 Large	\$ 45.00	\$ 36.94	\$ 42.00	\$ 43.00		\$ 21.60
Total	\$ 1,800.00	\$ 1,477.60	\$ 1,680.00	\$ 1,720.00	\$ -	\$ 864.00
Totals	\$ 6,184.45	\$ 539.60			\$ 1,443.00	\$ 5,920.80

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: GASOLINE FOR DISTRICT VEHICLES BID AWARD

DATE: 5/17/18

CC: W. DUFFY, J. BOSSE

A request for sealed bids for Gasoline for District Vehicles for the 2018-2019 school year was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. This bid was also advertised on the West Islip website.

A total of eight (8) bid applications were mailed to prospective bidders. A total of one (1) bid was returned. The one (1) bid was opened on April 26, 2018.

RECOMMENDATION:

Based on low bid meeting specifications that the contract to supply gasoline for district vehicles be awarded to **Sprague Operating Resources, LLC**.

<u>Bidder</u>	<u>87 Octane*</u>	<u>89 Octane*</u>	<u>Diesel*</u>
Sprague	\$2.2671/Gal	\$2.3631/Gal	\$2.5508/Gal

Sprague operates through Exxon/Mobil at 409 Montauk Highway, West Islip and through Gulf Oil at 564 Montauk Highway, West Islip.

**Note- Pricing as of 4/24/18*

INTEROFFICE MEMORANDUM

TO: BERNADETTE BURNS
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: PEST CONTROL SERVICES DISTRICTWIDE

DATE: 5/17/2018

CC: W. DUFFY, J. BOSSE

A request for sealed bids for Pest Control Services Districtwide was advertised in Newsday and the Islip Bulletin on Thursday, April 5, 2018. The bid was also advertised on the West Islip District website.

A total of Twelve (12) bids were mailed to prospective bidders. A total of three (3) bids were returned. These three (3) bids were opened on April 26, 2018.

RECOMMENDATION:

Based on low bid meeting specifications it is recommended that the contract for Pest Control Services Districtwide be awarded to:

Orkin, LLC

Please see the attached spreadsheet for details with regards to all bidders. Please contact me with any questions.

West Islip UFSD
Pest Control Services Districtwide
Bid #1812, April 26, 2018

<u>Service</u>	<u>Orkin</u>	<u>Parkway</u>	<u>Predator</u>
Annual Pest Control			
District Service Contract	\$ 8,400.00	\$ 11,340.00	\$ 14,280.00
<i>(Service - all schools 1X/Month High School 4X/Month)</i>			
<u>Additional Services</u>	<u>Per 100 LF</u>	<u>Per 100 LF</u>	<u>Per 100 LF</u>
Termites, Carpenter Ants nesting within structures	\$ 500.00	\$ 900.00	\$ 650.00
Re-baiting Existing Sentricon-Type Systems	\$ 300.00	\$ 450.00	\$ 250.00
<u>Additional Specialty Work</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>
While in District Monthly	\$ 110.00	\$ 195.00	\$ 35.00
Special Visit	\$ 110.00	\$ 250.00	\$ 50.00

LF - Linear Foot

CHANGE ORDER

AIA DOCUMENT G701

OWNER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

AGENDA ITEM XI. D)
 BUSINESS ITEMS
 RM 6/7/2018
 SED No. 58-05-09-03-0-00
 Project Manager, Bruce Jesiolowski

PROJECT: West Islip UFSD
 (name, address) Phase 2b Bond Work at
 West Islip High School

CHANGE ORDER NUMBER: 1

DATE: May 7, 2018

TO CONTRACTOR: P & M Doors, LLC
 (name, address) 10 Ocean Avenue
 Copiague, NY 11726

ARCHITECT'S PROJECT NO.: 16-155a

CONTRACT DATE: October 7, 2017

CONTRACT FOR: Doors/Door Hardware
(GC-2)

The Contract is changed as follows:

Provide all labor, materials and equipment for the following:

1. Owner Request. Provide and install new exterior Boy's Gym Wrestling exit doors and door frames inclusive of hardware and all labor at West Islip HS. Add \$38,587.49

Total Additional Cost \$38,587.49

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (~~Guaranteed Maximum Price~~) was \$ 146,300.00
 Net change by previously authorized Change Orders..... \$ 0.00
 The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was..... \$ 146,300.00
 The (Contract Sum) (~~Guaranteed Maximum Price~~) will (~~increased~~) (~~decreased~~)
 (~~unchanged~~) by this Change Order in the amount of..... \$ 38,587.49
 The new (Contract Sum) (~~Guaranteed Maximum~~) including this Change Order will be..... \$ 184,887.49
 The Contract Time will be (~~increased~~) (~~decreased~~) (unchanged) by zero (0) days.
 The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

BBS ARCHITECTS, LANDSCAPE ARCHITECTS & ENGINEERS, PC

Burton Behrendt & Smith, PC
 ARCHITECT
 244 E. Main Street
 Address
 Patchogue, NY 11772

P & M Doors, LLC
 CONTRACTOR
 10 Ocean Avenue
 Address
 Copiague, NY 11726

West Islip UFSD
 OWNER
 100 Sherman Avenue
 Address
 West Islip, NY 11795

By 
 Lawrence Salvesen, AIA LEED AP

By _____
 Richard Pohl, President

By _____

Date 5-11-18
 (631) 475-0349

Date _____
 631-924-1414

Date _____
 631-893-3200

Jericho UFSD
 99 Cedar Swamp Road
 Jericho, New York 11753

INVOICE 1278

Invoice Date 04/30/2018
 Customer No. 75

Customer / Bill To:
West Islip Public Schools District Administration & Support Services 100 Sherman Avenue West Islip, NY 11795

Remit To:
Jericho UFSD 99 Cedar Swamp Road Jericho, New York 11753 ATTN: Accounts Receivable

Phone	Fax	E-Mail Address	Terms	Invoice Amount
516-203-3600	516-203-3602			526.12

Items / Services	Cost Basis	Quantity	Unit Price	Amount
Health Services Students attending Long Island Lutheran for the school year ending 2017 - 2018	Student	4.00 (months)	131.530	526.12

TOTAL: 526.12

DETACH HERE AND SEND WITH PAYMENT

West Islip Public Schools
 District Administration & Support Services
 100 Sherman Avenue
 West Islip, NY 11795

Invoice No. 1278
 Invoice Date 04/30/2018
 Customer No. 75
Total Due: \$526.12

Mail Payments To:

Jericho UFSD
 99 Cedar Swamp Road
 Jericho, New York 11753
ATTN: Accounts Receivable

Amount Enclosed:

HEALTH AND WELFARE SERVICES AGREEMENT

This Agreement is entered into this 26th day of April, 2018 by and between the Board of Education of the West Islip Public Schools (hereinafter "SENDER"), having its principal place of business for the purpose of this Agreement at 100 Sherman Avenue, West Islip, New York, and the Board of Education of the Jericho Union Free school District (hereinafter "PROVIDER"), having its principal place of business for the purpose of this Agreement at 99 Cedar Swamp Rd., Jericho, New York.

W I T N E S S E T H

WHEREAS, SENDER is authorized pursuant to Section 912 of the Education Law, to enter into a contract with PROVIDER for the purpose of having PROVIDER provide health and welfare services to children residing in SENDER and attending a non-public school located in PROVIDER,

WHEREAS, certain students who are residents of SENDER are attending non-public schools located in PROVIDER,

WHEREAS, PROVIDER has received a request(s) from said non-public schools for the provision of health and welfare services to the aforementioned students,

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, the parties hereby mutually agree as follows.

1. The term of this Agreement shall be from July 1, 2017 through June 30, 2018 inclusive.
2. PROVIDER warrants that the health and welfare services will be provided by licensed health care providers. PROVIDER further represents that such services shall be performed by health care providers that are licensed under the laws of the State of New York, including New York State Department of Health and the State Education Department licensing requirements, if applicable. PROVIDER further represents that such services will be in accordance with all applicable provisions of Federal, State, and local laws, rules, and regulations, including Section 912 of the Education Law, and the student's IEP, if applicable. PROVIDER shall certify that all service providers possess documentation evidencing such license qualifications as required by Federal, State, and local laws, rules, regulations and orders.
3. PROVIDER understands and agrees that it will comply and is responsible for complying with all applicable Federal, State, and local laws, rules, and regulations with respect to the services provided pursuant to this Agreement.
4. The services provided by PROVIDER shall be consistent with the services available to students attending public schools within the PROVIDER School District; and may include, but are not limited to:

- a. all services performed by a physician, physician assistant, dentist, dental hygienist, registered professional nurse, nurse practitioner, school psychologist, school social worker, or school speech therapist,
- b. dental prophylaxis,
- c. vision and hearing screening examinations,
- d. the taking of medical histories and the administration of health screening tests,
- e. the maintenance of cumulative health records, and
- f. the administration of emergency care programs for ill or injured students.

It is expressly understood and agreed between the parties that the services to be provided pursuant to this Agreement shall not include any teaching services.

5. In exchange for the provision of health and welfare services pursuant to this Agreement, SENDER agrees to pay PROVIDER the sum of \$1315.28 per eligible pupil for the 2017-2018 school year.
6. SENDER shall pay PROVIDER within thirty (30) days of SENDER's receipt of a detailed written invoice from PROVIDER. Said invoice shall specify the services provided, dates that the invoice covers, and the total amount due for the period specified.
7. If, during the term of this Agreement, a student becomes eligible to receive services pursuant to this Agreement, PROVIDER shall undertake to provide services pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
8. If, during the term of this Agreement, a student ceases to be eligible to receive services pursuant to this Agreement, PROVIDER shall no longer be responsible for providing services to that student pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
9. PROVIDER shall furnish any supplies or equipment necessary to provide the services pursuant to this Agreement to the extent such items are not provided by the non-public school.
10. Both parties agree to provide the State access to all relevant records which the State requires to determine either PROVIDER's or SENDER's compliance with applicable Federal, State, or local laws, rules, or regulations with respect to provision of services pursuant to this Agreement. Both parties agree to retain all materials and records relevant to the execution or performance of their obligations pursuant to this Agreement in accordance with the record retention requirements for such materials and records.
11. 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.

12. Both parties, their employees, and/or agents agree that all information obtained in connection with the services performed pursuant to this Agreement is deemed confidential information. Both parties, their employees, and/or agents 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. Both parties further agree that any information received by either party's employees and/or agents in connection with this Agreement which concerns the personal, financial, or other affairs of the parties, their employees, agents, and/or students will be treated as confidential and will not be revealed to any other persons, firms, organizations, or third parties. 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).
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 which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:

SENDER: Superintendent of Schools
West Islip Public Schools
100 Sherman Avenue
West Islip, NY 11795

PROVIDER: Superintendent of Schools
Jericho UFSD
99 Cedar Swamp Road
Jericho, NY 11735

15. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
16. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement.
17. Should any provision of this Agreement, for any reason, be declared invalid and/or unenforceable, such decision shall not affect the validity of the remaining provisions of this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provision(s) eliminated.

18. This Agreement and the rights and obligations of the parties hereunder shall be construed in accordance with, and governed by, the laws and regulations of the State of New York and applicable Federal laws and regulations
19. This Agreement is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: agreements, proposals, understandings, representations, conditions or covenants between the parties relating to the subject matter of the Agreement.
20. This Agreement may not be changed orally, but only by an Agreement, in writing, signed by authorized representatives of both parties.
21. It is mutually agreed that this contract shall not become valid and binding upon either party until the contract is approved by the Superintendent of Schools for the School District.

IN WITNESS WHEREOF, the parties have set their hands and seals the day and year written above.

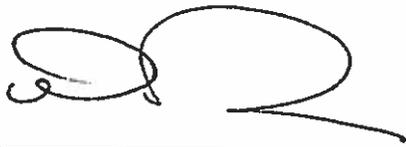
West Islip Public Schools

Superintendent of Schools

West Islip Public Schools,

President, Board of Education

Jericho Union Free School District,



President, Board of Education

Issue Date
05/10/2018

Plainedge Union Free School District
241 Wyngate Drive
P.O. Box 1669
North Massapequa, NY 11758-0912

Invoice Number
094-18A



INVOICE

Issued To:
West Islip UFSD
100 Sherman Ave.
ATTN: Business Office
West Islip, NY 11795

000736

Item Number	Item Description	Amount
HS-HS	Health Services for students attending Maria Regina School for the 2017-2018 school year. 1.0000 @ 771.1700 per Student	771.17
Invoice Total		771.17

Please remit copy of invoice with check payable to Plainedge UFSD within 30 days.

Original

HEALTH AND WELFARE SERVICES AGREEMENT

This Agreement is entered into this 10th day of May, 2018 by and between the Board of Education of the Plainedge Union Free School District (hereinafter "PROVIDER"), having its principal place of business for the purpose of this Agreement at 241 Wyngate Drive, North Massapequa, NY 11758, and the Board of Education of the West Islip Union Free School District (hereinafter "SENDER"), having its principal place of business for the purpose of this Agreement 100 Sherman Ave., West Islip NY 11795

W I T N E S S E T H

WHEREAS, SENDER is authorized pursuant to Section 912 of the Education Law, to enter into a contract with PROVIDER for the purpose of having PROVIDER provide health and welfare services to children residing in SENDER and attending a non-public school located in PROVIDER,

WHEREAS, certain students who are residents of SENDER are attending non-public schools located in PROVIDER,

WHEREAS, PROVIDER has received a request(s) from said non-public schools for the provision of health and welfare services to the aforementioned students,

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, the parties hereby mutually agree as follows.

1. The term of this Agreement shall be from September 1, 2017 through June 30, 2018, inclusive.
2. PROVIDER warrants that the health and welfare services will be provided by licensed health care providers. PROVIDER further represents that such services shall be performed by health care providers that are licensed under the laws of the State of New York, including New York State Department of Health and the State Education Department licensing requirements, if applicable. PROVIDER further represents that such services will be in accordance with all applicable provisions of Federal, State, and local laws, rules, and regulations, including Section 912 of the Education Law, and the student's IEP, if applicable. PROVIDER shall certify that all service providers possess documentation evidencing such license qualifications as required by Federal, State, and local laws, rules, regulations and orders.
3. PROVIDER understands and agrees that it will comply and is responsible for complying will all applicable Federal, State, and local laws, rules, and regulations with respect to the services provided pursuant to this Agreement.
4. The services provided by PROVIDER shall be consistent with the services available to students attending public schools within the PROVIDER School District; and may include, but are not limited to:

- a. all services performed by a physician, physician assistant, dentist, dental hygienist, registered professional nurse, nurse practitioner, school psychologist, school social worker, or school speech therapist,
- b. dental prophylaxis,
- c. vision and hearing screening examinations,
- d. the taking of medical histories and the administration of health screening tests,
- e. the maintenance of cumulative health records, and
- f. the administration of emergency care programs for ill or injured students.

It is expressly understood and agreed between the parties that the services to be provided pursuant to this Agreement shall not include any teaching services.

5. In exchange for the provision of health and welfare services pursuant to this Agreement, SENDER agrees to pay PROVIDER the sum of \$771.17 per eligible pupil for the 2017-2018 school year.
6. SENDER shall pay PROVIDER within thirty (30) days of SENDER's receipt of a detailed written invoice from PROVIDER. Said invoice shall specify the services provided, dates that the invoice covers, and the total amount due for the period specified.
7. If, during the term of this Agreement, a student becomes eligible to receive services pursuant to this Agreement, PROVIDER shall undertake to provide services pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
8. If, during the term of this Agreement, a student ceases to be eligible to receive services pursuant to this Agreement, PROVIDER shall no longer be responsible for providing services to that student pursuant to this Agreement, and the amount of compensation owed by SENDER shall be prorated accordingly to accurately reflect the period of time services were provided to the student.
9. PROVIDER shall furnish any supplies or equipment necessary to provide the services pursuant to this Agreement to the extent such items are not provided by the non-public school.
10. Both parties agree to provide the State access to all relevant records which the State requires to determine either PROVIDER's or SENDER's compliance with applicable Federal, State, or local laws, rules, or regulations with respect to provision of services pursuant to this Agreement. Both parties agree to retain all materials and records relevant to the execution or performance of their obligations pursuant to this Agreement in accordance with the record retention requirements for such materials and records.
11. 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) and information protected by the Family Educational Rights and Privacy Act (FERPA). The parties hereby acknowledge their respective responsibilities pursuant to HIPAA and FERPA, to the extent applicable.

12. Both parties, their employees, and/or agents agree that all information obtained in connection with the services performed pursuant to this Agreement is deemed confidential information. Both parties, their employees, and/or agents 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. Both parties further agree that any information received by either party's employees and/or agents in connection with this Agreement which concerns the personal, financial, or other affairs of the parties, their employees, agents, and/or students will be treated as confidential and will not be revealed to any other persons, firms, organizations, or third parties. 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).
13. Neither party will discriminate against any individual because of his/her age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics or marital status and will take affirmative action to ensure that each individual is afforded equal opportunities without discrimination because of his/her age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics or marital status.
14. All notices which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:

SENDER: Superintendent of Schools
West Islip Union Free School District
100 Sherman Ave.
West Islip, NY 11795

PROVIDER: Superintendent of Schools
Plainedge Union Free School District
241 Wyngate Drive
North Massapequa, NY 11758

15. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
16. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement.
17. Should any provision of this Agreement, for any reason, be declared invalid and/or unenforceable, such decision shall not affect the validity of the remaining provisions of

this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provision(s) eliminated.

18. This Agreement shall be governed by, and interpreted and enforced in accordance with, the laws of the State of New York without regard to conflicts or choice of law provisions that would defer to the substantive laws of another jurisdiction. Each of the parties hereto consents to the jurisdiction of any state court located within the County of Nassau, State of New York, or federal court in Federal District Court for the Eastern District of New York located in the County of Suffolk, State of New York, and irrevocably agrees that all actions or proceedings relating to this Agreement must be litigated in such courts, and each of the parties waives any objection which it may have based on improper venue or *forum non conveniens* to the conduct of and proceeding in any such court.
19. PROVIDER agrees to defend, indemnify, and hold harmless the SENDER, its officers, directors, agents, or employees against all claims, demands, actions, lawsuits, costs, damages and expenses, including attorneys' fees, judgments, fines, and amounts arising from any willful act, omission, error, recklessness, or negligence of the PROVIDER, its officers, directors, agents, or employees in connection with the performance of services pursuant to this Agreement.

SENDER agrees to defend, indemnify, and hold harmless the PROVIDER, its officers, directors, agents, or employees against all claims, demands, actions, lawsuits, costs, damages and expenses, including attorneys' fees, judgments, fines, and amounts arising from any willful act, omission, error, recklessness, or negligence of the SENDER, its officers, directors, agents, or employees in connection with the performance of services pursuant to this Agreement.

The mutual obligations pursuant to this provision shall survive the termination of this Agreement.

20. This Agreement is the complete and exclusive statement of the Agreement between the parties, and supersedes all prior or contemporaneous, oral or written: agreements, proposals, understandings, representations, conditions or covenants between the parties relating to the subject matter of the Agreement.
21. This Agreement may not be changed orally, but only by an Agreement, in writing, signed by authorized representatives of both parties.
22. It is mutually agreed that this contract shall not become valid and binding upon either party until the contract is approved by the Superintendent of Schools for the SENDER School District.

IN WITNESS WHEREOF, the parties have set their hands and seals the day and year written above.

SENDER School District
West Islip Union Free School District

Superintendent of Schools

SENDER School District,
West Islip Union Free School District

PROVIDER School District,
Plainedge Union Free School District

President, Board of Education

President, Board of Education

VINCENT D. CULLEN, CPA
(1950 - 2013)

JAMES E. DANOWSKI, CPA
PETER F. RODRIGUEZ, CPA
JILL S. SANDERS, CPA
DONALD J. HOFFMANN, CPA
CHRISTOPHER V. REINO, CPA
ALAN YU, CPA



July 1, 2018

Board of Education and Audit Committee
West Islip Union Free School District
Administrative Office
100 Sherman Street
West Islip, New York 11795

Dear Members of the Board of Education and Audit Committee

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the West Islip Union Free School District (District) for the year ending June 30, 2019. We will perform a risk assessment update and provide services for the District as follows:

Risk Assessment Update

We will perform a risk assessment update of the District's business operations for the fiscal year 2018-19. Our risk assessment update will be in accordance with generally accepted auditing standards and guidelines promulgated by the Department of Audit and Control and Education Department of the State of New York. Our risk assessment update will include identification of the District's audit areas together with its policies and procedures, the internal controls currently in effect, as well as those that might otherwise be required or recommended. We will assess the District's current control environment that includes a comparison to the prior year and we will determine the status of the recommendations from the previous audit reports.

We plan to begin our procedures during September 2018, and unless unforeseeable problems are encountered, the engagement should be completed by November 30, 2018.

Report

We will communicate the results of our risk assessment update in a formal report. We will identify risks and related controls. We will also suggest ways in which the District might improve its risk management system regarding financial reporting and management controls including the internal controls currently in effect, as well as those that might otherwise be required or recommended. These reports are intended for internal use only and should not be used for any other purpose.

The purpose of these reports is to assist the Audit Committee in improving the process by which the District monitors and manages its risk. However, it is ultimately the District's responsibility to assess the adequacy of its risk management system and any of our suggestions.

Fee

Our fee for the risk assessment update and report thereon will be a fixed price of \$10,000. This is reduction from prior years and is due to efficiencies gained over the years.

At the conclusion of the engagement, we will require a representation letter from management that, among other things, will confirm management's responsibility for the operations of the departments reviewed during this engagement in accordance with District policies and procedures.

Testing and Assessment of Selected System(s)

The testing and assessment of selected systems is variable and dependent upon the results of the risk assessment update that we will perform in the initial phase of our engagement. The results of the risk assessment update will be discussed and reviewed with the Audit Committee so as to arrive at a consensus as to the higher-risk areas that should be subject to testing and further risk assessment procedures. We will determine the extent and timing of these procedures in consultation with the Audit Committee.

Report

We will communicate the results of our internal audit (i.e., testing) in a formal report. As a result, we will suggest ways in which the District might improve its internal controls currently in effect, as well as those that might otherwise be required or recommended. These reports are intended for internal use only and should not be used for any other purpose.

Fees

Estimated time for internal audits and fees will be refined after the preparation of a comprehensive risk analysis, and when the District's Audit Committee decides on the detailed nature and scope of the assignment. Other factors to be considered include the desired level of coverage of individual school buildings, functions, departments, level of assurance desired (i.e., nature and extent of tests performed), and other discretionary factors.

We will come to an agreement of an estimate with the Audit Committee prior to commencement of the work. Based upon its review of the risk assessment update, the Audit Committee will be responsible for the areas to be included in the audit plan. The fee will be based upon the estimated time and the following hourly rate schedule (in effect through June 30, 2019):

Partner	\$ 210
Manager	170
Supervisor	155
Senior	140
All Staff	120

Our fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices will be rendered as work progresses based on hours of work completed and are payable on presentation. If for any reason we are unable to complete our engagement, we will not issue a report as a result of this engagement.

This agreement may be cancelled by the Board of Education at any time, for any reason. In the event of such cancellation, the Board shall be required to pay for all services provided prior to the date of cancellation.

Don Hoffmann, CPA, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We appreciate the opportunity to be of service to the West Islip Union Free School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Cullen & Danowski, LLP

For the Firm:



Don Hoffmann

Partner

RESPONSE:

This letter correctly sets forth the understanding of the West Islip Union Free School District.

By: _____

Signature: _____

Title: _____

Date: _____

May 11, 2018

To the Board of Education and
Ms. Wendy Duffy
Assistant Superintendent for Business
West Islip Union Free School District
100 Sherman Avenue
West Islip, New York 11795

We are pleased to confirm our understanding of the services we are to provide West Islip Union Free School District (the "District") for the fiscal year ended June 30, 2019. We will audit the financial statements of the governmental activities, each major fund, and the fiduciary funds, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the District as of and for the fiscal year ended June 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedules
3. Schedule of the District's Proportionate Share of the Net Pension Liability
4. Schedule of District Contributions
5. Schedule of Changes in the District's Total OPEB Liability and Related Ratios

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare

ISLANDIA: 3033 EXPRESS DRIVE NORTH, SUITE 100 • ISLANDIA, NY 11749
WHITE PLAINS: 50 MAIN STREET, SUITE 1000 • WHITE PLAINS, NY 10606
PHONE: (631) 234-4444 • FAX: (631) 234-4234

the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements, or in a separate written report accompanying our auditor's report on the financial statements:

1. Schedule of Expenditures of Federal Awards
2. Schedule of Change from Adopted Budget to Final Budget – General Fund and Section 1318 of Real Property Tax Law Limit Calculation
3. Schedule of Project Expenditures – Capital Projects Fund
4. Net Investment in Capital Assets

We will also audit the financial statements of the Extraclassroom Activity Funds as of and for the fiscal year ended June 30, 2019, which includes the statements of cash receipts and disbursements. The objective of this audit is the expression of an opinion as to whether the statements presents fairly, in all materials aspects, the cash receipts and disbursements of the Extraclassroom Activity Funds of the District, in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance)*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report

on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Education of West Islip Union Free School District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform

the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of West Islip Union Free School District and the auditee section of the Data Collection Form in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to assisting in the preparation of the financial statements, schedule of expenditures of federal awards, related notes, and the auditee section of the Data Collection Form. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the

preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on the first day of fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in

conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly stated in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumption or interpretations underlying the measurement or presentation of the supplementary information.

You are responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior

to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of RS Abrams & Co., LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the New York State Education Department or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of RS Abrams & Co., LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the New York State Education Department or other oversight agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in May 2019 and to issue our reports no later than October 15, 2019. Alexandria Battaglia, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be based on the actual time spent at our standard, hourly rates. Our standard, hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been complete upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended through the date of termination.

Based on our preliminary estimates, the audit fee for the fiscal year ending June 30, 2019 will not exceed \$46,700. This fee is based on anticipated cooperation from your personnel. If the District requests any additional engagements, we will bill the District at our standard billing rates.

You have requested that we provide you with a copy of our most recent external peer review report. Accordingly, our 2017 peer review report accompanies this letter. This report reflects a peer review rating of pass, which is the highest rating for a peer review.

We appreciate the opportunity to be of service to the West Islip Union Free School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy, and return it to us.

Very truly yours,

R.S. Abrams & Co., LLP

R.S. Abrams & Co., LLP

By: *Alexandra Battaglia*

Title: *Partner*

Date: *5/1/18*

R.S. Abrams & Co., LLP:

This letter correctly sets forth the understanding of West Islip Union Free School District.

Board of Education President: _____

Date: _____

Assistant Superintendent for Business: _____

Date: _____



Report on the Firm's System of Quality Control

To the Partners of R.S. Abrams & Co., LLP
and the Peer Review Committee of the
New York State Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of R.S. Abrams & Co., LLP (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and an audit of employee benefit plans.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of R.S. Abrams & Co., LLP in effect for the year ended March 31, 2017 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. R.S. Abrams & Co., LLP has received a peer review rating of *pass*.

Flaherty Salmin LLP

Rochester, New York
July 21, 2017



Services Agreement Reinstatement

Name of Employer: **West Islip Union Free School District**

The Services Agreement for the fiscal year Jul 1, 2017 – Jun 30, 2018 entered into by your organization and The Omni Group ("OMNI"), is hereby reinstated and amended for the fiscal year Jul 1, 2018 - Jun 30, 2019 with the following fee schedule below:

FEE SCHEDULE FOR 2018-2019 YEAR

Billing Option: Preferred Provider Program (P3) - Limited

<u>Description</u>	<u>No of Accounts</u>	<u>Rate</u>	<u>Annual Amount</u>
<u>P3 Administrative Fee</u>		\$1500	\$1500
<u>Non-P3 Service Provider 403(b)*</u>	41	\$36	\$1476
<u>457(b) Accounts</u>		\$0	Included
<u>Total 2018-2019</u>			\$ 2976

**Includes 403(b) ROTH Accounts if allowed*

EMPLOYER:

By: _____

Title: _____

Date: _____

OMNI FINANCIAL GROUP, INC.

Name: Robert F. McLean

By: Robert F. McLean, President

Date: May 24, 2018

PLEASE RETURN A SIGNED COPY BY JULY 1, 2018

NY-214

WEST ISLIP PUBLIC SCHOOLS 2018-2019 BUDGET RESULTS

Number of ballots cast including absentee ballots

2,205

Proposition No. 1 / Budget

YES 1,578

NO 564

Board of Education Trustee Election Results

Richard Antonello 1,298

Catherine Artusa 953

Steven Gellar 1,402

LAW OFFICES OF THOMAS M. VOLZ, PLLC

AGREEMENT

for

GENERAL COUNSEL SERVICES

AGREEMENT made this ____ day of _____, 2018, by and between the BOARD OF EDUCATION OF THE WEST ISLIP UNION FREE SCHOOL DISTRICT, hereinafter referred to as the "BOARD", and THE LAW OFFICES OF THOMAS M. VOLZ, PLLC, hereinafter referred to as the "ATTORNEYS."

WHEREAS, the BOARD, at its meeting of _____, 2018, retained THE LAW OFFICES OF THOMAS M. VOLZ, PLLC, as the General Counsel for the School District for the school year July 1, 2018 through June 30, 2019, and

WHEREAS, the BOARD and the ATTORNEYS desire to record the terms and conditions of such retainer in contract form,

NOW, THEREFORE, it is hereby agreed as follows:

- I. TERM: July 1, 2018 through June 30, 2019.
- II. GENERAL COUNSEL SERVICES UNDER RETAINER
 - A. Legal opinions pertaining to all issues under the New York State Education Law, Commissioner of Education Decisions, Commissioner of Education Regulations, General Municipal Law, Public Officers Law, New York State Comptroller's Opinions, all relevant federal, state and local laws, regulations and case law.
 - B. Attendance at meetings of the Board of Education, as requested.
 - C. Review of Board agenda and/or minutes, as required.
 - D. Review and analysis of current and proposed Board policies and administrative regulations.
 - E. Daily advice and consultation to the Superintendent of Schools, Board President and other designated school officials.
 - F. Seminars for staff, as requested by the Superintendent of Schools, regarding topics such as student discipline, special education, Section 504 or other areas of need.

- G. Monitoring of and consultation with the Superintendent regarding new laws, legislation, and State Education Department guidelines.
- H. Opinions and guidance regarding business office matters, including bidding and procurement of goods and services, construction and renovations, insurance coverage and risk management.
- I. Guidance pertaining to compliance with special education requirements at a federal and state level.
- J. Review and drafting of contracts with vendors, consultants and other service providers.
- K. Analysis of documents relative to budget and election matters.
- L. Review of bid documents and contracts for construction, architectural services and construction management.

III. GENERAL COUNSEL FEES: For the above services the fee shall be billed monthly at the annual rate of \$53,500 for 2018-19 school year.

IV. LITIGATION: Separate Compensation for Litigation services shall be billed at the rate of \$235 per hour for all attorneys and \$115 per hour for paralegal services. Litigation services include services such as special proceedings, motions, trials and judicial appeals, administrative proceedings, appeals to the Commissioner of Education, Impartial Hearings, and State Review Officer Proceedings. Services provided on an hourly basis shall be billed monthly.

V. EXPENSES: The BOARD shall reimburse the ATTORNEYS, for "out-of-pocket" expenses incurred in the performance of services as General Counsel. These shall include, but are not limited to travel, long-distance calls, copying, printing, supplies, Westlaw research, express mail or deliveries. Nothing hereinabove set forth shall preclude the furnishing of any of the foregoing directly by the BOARD in order to avoid expense reimbursement.

VI. TERMINATION OR DISPUTES: This contract may be terminated upon thirty (30) days' written notice. In the event of termination prior to the end of the contract, fees would be recalculated pursuant to quantum meruit (at our hourly rate) in accordance with State law.

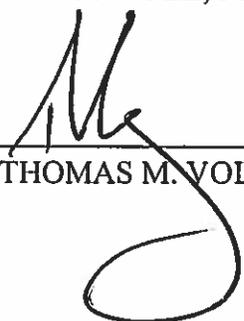
In the event that a dispute arises between us relating to our fees, you may have the right to arbitration of the dispute pursuant to Part 137 of the Rules of the Chief Administrator of the Courts, a copy of which will be provided to you upon request.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be duly executed the ____ day of _____, 2018.

BOARD OF EDUCATION
WEST ISLIP UNION FREE
SCHOOL DISTRICT

LAW OFFICES OF
THOMAS M. VOLZ, PLLC

BY: _____
STEVEN D. GELLAR, PRESIDENT
BOARD OF EDUCATION

BY:  _____
THOMAS M. VOLZ, ESQ.

RESOLUTION FOR EMERGENCY USE OF HERBICIDE

WHEREAS, Education Law §409-k requires Board of Education approval on emergency applications of weed control in areas that are classified as playgrounds, turfs, athletic or playing fields.

Therefore, BE IT RESOLVED that the Board of Education of the West Islip Union Free School District approves a one-time application of weed and poison ivy control herbicide on Bayview Elementary School fence-line and field areas, Kirdahy Elementary School fields playground areas, Udall Road Middle School athletic field fence-lines, West Islip High School turf field perimeter, and softball and baseball fields clay at West Islip High School, Beach Street Middle School and Udall Road Middle School provided that the application will be made by a licensed pesticide applicator, will be scheduled as to not interfere or conflict with any student scheduled activities, and all regulations concerning neighbor notification will be followed.