

AGENDA



BOARD OF EDUCATION

December 7, 2023

Beach Street Middle School
17 Beach Street
7:30 p.m.

Submitted by:
Dr. Paul Romanelli
Superintendent of Schools

A G E N D A
REGULAR MEETING OF THE BOARD OF EDUCATION
December 7, 2023

Beach Street Middle School

West Islip, New York

- I. CALL TO ORDER**
- II. QUORUM COUNT**
- III. ANNOUNCEMENTS**
 - A) Student Representative Report
- IV. RECOGNITION**
 - A. SCOPE National School Development Council Award for Academic Growth and Student Leadership in Learning ~ Rocco Carpinello and Caitlyn Salus
- V. DISCUSSION**
- VI. INVITATION TO PUBLIC** - *The public is invited to speak on any agenda item. Community members will be recognized from the signature cards {name and contact information required}. This will be limited to 20 minutes in total and will continue only as long as it is conducted in an orderly fashion. Signature cards must be submitted at the opening of the meeting. Each person or representative of a group will be limited to three minutes.*
- VII. APPROVAL OF MINUTES:** A motion is needed to approve the minutes of the November 14, 2023 Planning Session.
- VIII. PERSONNEL**
- IX. CURRICULUM UPDATE**
- X. REPORT OF BOARD COMMITTEES**
 - A) Health & Wellness Alliance {11/14/23}
 - B) Safety Committee {11/14/2023}
 - C) Buildings & Grounds Committee {11/14/2023}
 - D) Education Committee {11/28/2023}
 - E) Finance Committee {11/28/2023}
 - F) Special Education Committee {12/6/2023}
 - G) Audit Committee {12/7/2023}
 - H) Policy Committee
 - 1. First Reading No. 6140 Health Examinations
- XI. BUSINESS ITEMS**
 - A) Approval of Budget Transfers
 - B) Approval of Contracts:
 - 1. Half Hollow Hills Central School District Special Education Contract 2023-2024
 - 2. Mid Island Associates SEDCAR Contract 2023-2024 - Revised
 - C) Approval of Request for Proposal:
 - 1. RFP #2400 External Independent Auditing Firm Services
 - D) Approval of Change Orders:
 - 1. Stalco Construction, Inc. \$9,368.06 WIHS
 - 2. Stalco Construction, Inc. (\$1,000.00) Beach Street MS
 - 3. Stalco Construction, Inc. (\$1,000.00) Udall Road MS
 - 4. Stalco Construction, Inc. (\$8,922.56) Bayview Elementary
 - 5. Stalco Construction, Inc. (\$1,000.00) Manetuck Elementary
 - 6. Stalco Construction, Inc. (\$1,000.00) Oquenock Elementary
 - 7. Stalco Construction, Inc. (\$1,000.00) Paul J. Bellew Elementary

XII. PRESIDENT'S REPORT

- A) Approval of addendum to the R.S. Abrams engagement letter for auditing services for the fiscal year ended June 30, 2024.
- B) Approval of Resolution re: destruction of unused ballots and full ballot booklets from the May 16, 2023 election.
- C) Approval of SEQRA Resolution re: Fire Alarm Systems
- D) Approval of Resolution re: Special District Meeting – January 23, 2024
- E) Approval of resolution re: the Board of Education approves the recommendations of the Special Education Committee of students as listed in the District's backup and authorizes the District to arrange for appropriate services.

XIII. SUPERINTENDENT'S REPORT

XIV. NOTICES/REMINDERS

XV. OTHER ITEMS FOR BOARD MEMBERS INFORMATION

XVI. INVITATION TO PUBLIC – *The public, at this time, is invited to bring before the Board any questions/concerns. Community members will be recognized from the signature cards {name and contact information required}. This will be limited to 20 minutes in total and will continue only as long as it is conducted in an orderly fashion. Signature cards must be submitted by the time the first speaker is called to the podium. 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 to consider any items for which a vote is required.*

XVIII. CLOSING - Adjournment

**PLANNING SESSION
MEETING OF THE BOARD OF EDUCATION
November 14, 2023-- Beach Street Middle School Media Center**

AGENDA ITEM VII.
MINUTES
RM 12/7/2023

PRESENT: Mr. McCann, Mr. Antonello, Mr. Bedell, Mrs. Brown, Mrs. Kelly, Mrs. Marks

ABSENT: Mr. Tussie

ADMINISTRATORS: Dr. Romanelli, Mrs. Pellati, Mrs. Morrison, Mr. Cameron

ABSENT: None

ATTORNEY: None

Meeting called to order at 7:30 p.m.

APPROVAL OF MINUTES

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve the minutes of the November 2, 2023 Regular Meeting.

ANNOUNCEMENTS

Mr. McCann commented on the outpouring of support from the community regarding the tragic house fire in West Islip the morning of 11/4/2023.

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve the personnel consent agenda - T-1, T-2, CL-1 and Other as listed below:

PERSONNEL

TEACHERS

T-1 LEAVE OF ABSENCE (unpaid)

Shanan Mauro, Health
Effective November 8, 2023 through June 30, 2024
(Beach, Paul J Bellew and Bayview)

T-2 LEAVE OF ABSENCE (unpaid)

(Pursuant to the Family Medical Leave Act of 1993-
12-week continuous medical coverage)

Patricia Stack, Business
Effective November 1, 2023 (Intermittent)
(High School)

**CIVIL
SERVICE**

CL-1 SUBSTITUTE MAINTENANCE MECHANIC II (\$30/hr.)

Brad Stentiford, effective November 15, 2023

OTHER

CLUBS/ADVISORS 2023-2024

HIGH SCHOOL

Thirst Project Club, Kristie Ferruzzi

HIGH SCHOOL (AMENDED)

National English Honor Society, Erika Nolan and Tina Schaefer (shared)
(change in Advisor from Erika Nolan)

EARLY WINTER 2023-2024 MIDDLE SCHOOL COACHES

CHEERLEADING

Olivia Gmelch, Volunteer Beach Coach

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve SEDCAR Contracts 2023-2024: ACLD, AHRC Suffolk, Alternatives for Children, Brookville Center for Children's Services, Center for Developmental Disabilities c/o IGHL, Developmental Disabilities Institute, Inc., Eden II Programs, The Hagedorn Little Village School, Island Therapies - Liberty Resources, Just Kids Early Childhood Learning Center, Kids First Evaluation and Advocacy Center, Kids in Action of Long Island, Inc., Kidz Therapy Services, PLLC, Leeway School, Little Angels Center, Metro Therapy, Mid Island Associates, Nassau Suffolk Services for the Autistic, Inc. The Opportunity Pre-School, Suffolk County Department of Health Services, United Cerebral Palsy of Greater Suffolk, Wood Services.

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve Contract: 2023-2024 Syosset Central School District Special Education Services.

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve 2023-2024 Lease Agreement: The Bridges Academy Lease Agreement – First Amendment.

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve Donation: Thomas Riedy of Riedy-Marano Wealth Management – value \$1,500.00 – Cradle of Aviation Museum field trips.

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve Resolution re: Special District Meeting Bond Vote – January 23, 2024.

RESOLUTION OF THE WEST ISLIP UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED NOVEMBER 14, 2023, CALLING A SPECIAL DISTRICT MEETING TO AUTHORIZE THE EXPENDITURE OF MONEYS FOR SCHOOL PURPOSES AND THE LEVY OF A TAX THEREFOR.

RESOLVED BY THE BOARD OF EDUCATION OF THE WEST ISLIP UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. A Special District Meeting of the qualified voters of the West Islip Union Free School District, in the County of Suffolk, New York (the "District"), shall be held within the District, on Tuesday, January 23, 2024, at 7:00 o'clock A.M. (Prevailing Time) at the West Islip High School, 1 Lions Path, West Islip, New York; as provided in the Notice calling said Special District Meeting as hereinafter substantially prescribed. The voting at such Special District Meeting shall be by voting machine or paper ballot, as provided by the Education Law, and the polls shall remain open from 7:00 o'clock A.M. to 9:00 o'clock P.M. (Prevailing Time) on said day and as much longer as may be necessary to enable the voters, then present, to cast their votes.

Section 2. The business to be acted upon at said Special District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Special District Meeting to be published in the "*Babylon Beacon*" and "*Islip Bulletin*," two newspapers having a general circulation in the District, such publications to be made four (4) times within the seven (7) weeks next preceding such Special District Meeting, the first publications to be at least forty-five (45) days prior to the date of said Special District Meeting.

Section 3. Said Notice of Special District Meeting shall be substantially in the following form:

**NOTICE OF SPECIAL DISTRICT MEETING
OF THE WEST ISLIP UNION FREE SCHOOL DISTRICT,
SUFFOLK COUNTY, NEW YORK**

NOTICE IS HEREBY GIVEN that the Board of Education of the West Islip Union Free School District, Town of Islip, Suffolk County in the County of Suffolk, New York, adopted a resolution on November 14, 2023, authorizing a Special District Meeting of the qualified voters of said School District to be held on Tuesday January 23, 2024, at the West Islip High School, 1 Lions Path, West Islip, New York, 11795, between the hours of 7:00 am and 9:00pm, prevailing time, at which time the polls will be opened to vote by paper ballot upon the following Bond Proposition:

BOND PROPOSITION

RESOLVED:

(a) That the Board of Education of the West Islip Union Free School District, in the County of Suffolk, New York (the "District"), is hereby authorized to expand the existing 5-lane indoor pool to a new 6-lane pool, including all mechanical, electrical, plumbing, and construction requirements, at the West Islip High School, substantially as described in a report prepared for the District by BBS Architects, Landscape Architects & Engineers, P.C., which report is on file and available for public inspection at the office of the District Clerk, the foregoing is to include the original furnishings, equipment, machinery, apparatus and ancillary or related site, demolition and other work required in connection therewith; and to expend therefor, including preliminary costs and costs incidental thereto and to the financing thereof, an amount not to exceed the estimated maximum cost of \$13,850,574;

(b) that a tax is hereby voted in the aggregate amount not to exceed \$13,850,574 to pay such cost, said tax is to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; and

(c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the principal amount not to exceed \$13,850,574 and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable.

Such Bond Proposition shall appear on the ballot used for voting at said Special District Meeting in substantially the following condensed form:

BOND PROPOSITION

YES

NO

RESOLVED:

(a) That the Board of Education of the West Islip Union Free School District, in the County of Suffolk, New York (the "District"), is hereby authorized to expand the existing 5-lane indoor pool to a new 6-lane pool, substantially as described in a report prepared for the District by BBS Architects, Landscape Architects & Engineers, P.C., and to expend therefor, including preliminary costs and costs incidental thereto and to the financing thereof, an amount not to exceed the estimated maximum cost of \$13,850,574; (b) that a tax is hereby voted in the aggregate amount of not to exceed \$13,850,574 to pay such cost, said tax to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; and (c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the principal amount of not to exceed \$13,850,574 and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable.

AND FURTHER NOTICE IS HEREBY GIVEN, that personal registration of voters is required either pursuant to Section 2014 of the Education Law, or pursuant to Article 5 of the Election Law. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this Special District Meeting. If a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this Special District Meeting. All other persons who wish to vote must register.

AND FURTHER NOTICE IS HEREBY GIVEN, the voters may register with the Clerk of said School District at her office in the District Administration Office, 100 Sherman Avenue, West Islip, New York 11795, between the hours of 8:00 o'clock A.M. to 4:00 o'clock P.M. (Prevailing Time) when school is in session at any day prior to January 18, 2024 to add any additional names to the Register to be used at the aforesaid Special District Meeting, at which time any person will be entitled to have his or her name placed on such Register provided that at such meeting with the Clerk of said School District he or she is known or proven to the satisfaction of the Clerk of said School District to be then or thereafter entitled to vote at such Special District Meeting for which the Register is prepared. The Register so prepared pursuant to Section 2014 of the Education Law will be filed in the Office of the District Clerk, at her office in the District Administration Office, 100 Sherman Avenue, West Islip, New York 11795, and will be open for inspection by any qualified voter of the District beginning on and after Thursday, January 18, 2024, between the hours of 8:00 o'clock A.M. to 4:00 o'clock P.M., (Prevailing Time), on Saturday, January 20, 2024 by prearranged appointment only between the hours of 10:00 o'clock A.M. and 1:30 P.M. (Prevailing Time), and on January 23, 2024, the day set for the Special District Meeting except Sunday, and at the polling place(s) on the day of the vote.

AND FURTHER NOTICE IS HEREBY GIVEN, that applications for absentee ballots are obtainable at: www.wi.k12.ny.us and will be obtainable during school business hours from the District Clerk beginning Tuesday, January 2, 2024; completed applications must be received by the District Clerk no earlier than December 26, 2023. For in-person applications, applications must be received by the District Clerk no earlier than January 2, 2024, at least seven (7) days before the Special District Meeting, January 16, 2024, if the ballot is to be mailed to the voter, or the day before the Special District Meeting, January 22, 2024, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 o'clock P.M. (Prevailing Time) on Tuesday, January 23, 2024.

A list of persons to whom absentee ballots are issued will be available for inspection to qualified voters of the District in the Office of the District Clerk on and after Thursday, January 18, 2024, on each day prior to the day set for the Special District Meeting, except Sunday, on Mondays through Fridays between the hours of 8:00 o'clock A.M. and 4:00 o'clock P.M. (Prevailing Time), on Saturday, January 20, 2024 by prior appointment only between the hours of 10:00 o'clock A.M. and 1:30 P.M. (Prevailing Time), and at the polling place on January 23, 2024, the day set for the Special District Meeting. Any qualified voter then present in the polling place may object to the voting of the ballot upon appropriate grounds by making his or her challenge and the reasons therefore known to the Inspector of Election before the close of the polls.

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are not currently registered may apply to register as a qualified voter of the District. An application for registration as a military voter can be requested from Mary Hock, District Clerk, West Islip Union Free School District, 100 Sherman Avenue, West Islip, New York 11795 by mail or e-mail m.hock@wi.k12.ny.us Monday through Friday when school is in session from 8:00 o'clock A.M. to 4:00 o'clock P.M. (Prevailing Time), the application for registration must be received in the office of the clerk no later than 5:00 o'clock P.M. (Prevailing Time) on December 21, 2023, which is the day before the last day for the transmission of military ballots. In the request for an application for registration, the military voter is permitted to designate his/her preference for receiving the application for registration by mail, facsimile transmission or electronic mail.

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are qualified voters of the District may submit an application for a military ballot from Mary Hock, District Clerk, West Islip Union Free School District, 100 Sherman Avenue, West Islip, New York 11795 by mail or e-mail m.hock@wi.k12.ny.us Monday through Friday when school is in session from 8:00 o'clock A.M. to 4:00 o'clock P.M. (Prevailing Time); in order to receive a military ballot, the military ballot application must be received no

later than 5:00 o'clock P.M. (Prevailing Time) on December 21, 2023, which is the day preceding the last day

for transmission of military ballots. In the request for an application for a military ballot, the military voter is permitted to designate his/her preference for receiving the application for a military ballot, and the military ballot, by mail, facsimile transmission or electronic mail. All qualified military voters' ballot application and military ballot must be returned by mail or in person. Ballots for military voters shall be distributed to qualified military voters no later than December 22, 2023. Military ballots must be received by the District Clerk (1) before the close of the polls, on Tuesday, January 23, 2024, and must show a cancellation mark of the United States postal service or a foreign country's postal service, or must show a dated endorsement of receipt by another agency of the United States Government, or are signed and dated by the voter and one witness thereto with a date which is ascertained to be not later than the day before the election, January 22, 2024 and which must be received in the office of the clerk of the school district not later than 5:00 o'clock P.M. on the day of the election in order to be canvassed.

BY THE ORDER OF THE BOARD OF EDUCATION

Dated: November 14, 2023

Mary Hock
District Clerk

Section 4. The vote upon the Bond Proposition to be submitted to the qualified voters of the District shall be by voting machines or by paper ballot, and the District Clerk is hereby authorized and directed to have the necessary ballot printed in form corresponding as nearly as may be with the requirements of the Education Law.

Section 5. The proceeds of the bonds authorized pursuant to the Bond Proposition set forth in Section 3 hereof, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the District for expenditures made for the purpose or purposes for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 6. This resolution shall take effect immediately.

* * *

Policy Update

Second Reading No. 3110 School Sponsored Media

Motion was made by Richard Antonello, seconded by Grace Kelly and carried when all Board members present voted in favor to approve Policy No. 3110 – School Sponsored Media.

PERSONNEL:

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

TEACHERS

T-1 PROBATIONARY APPOINTMENT

Jessica Phillips, Psychologist
Effective January 3, 2024 through January 2, 2028
(St. John the Baptist; Step 3⁴, replacing Christopher Hachmann {resigned})

T-2 REGULAR SUBSTITUTE (AMENDED)

Alessia Tocco, Family and Consumer Science
Effective September 1, 2023 through January 5, 2024
(Beach & High School; change in date from September 1, 2023 through December 4, 2023)

CIVIL SERVICE

CL-1 CHANGE IN TITLE

Kim Landhauser, Assistant Cook
Effective December 8, 2023
(High School; Step 9; change from Part-Time Food Service Worker; replacing Cathy Weingarten {terminated})

CL-2 PROBATIONARY APPOINTMENT (AMENDED)

Nicole Rosenberg, Part-Time Food Service Worker
Effective December 8, 2023
(Beach Street; change in effective date from November 15, 2023)

CL-3 PROBATIONARY APPOINTMENT

*Imee Acevedo, Part-Time Food Service Worker
Effective December 8, 2023
(Manetuck; \$16.22/hr; replacing Joanna DeRosa {retired})

Eileen Ayers, Part-Time Food Service Worker
Effective December 8, 2023
(Oquenock; \$16.22/hr; replacing Elaine Napoleon {reassigned})

Christina Chiarelli, Special Education Aide
Effective December 8, 2023
(Oquenock; Step 1; new position)

Michelle Colletti, Cafeteria Aide
Effective December 8, 2023
(Oquenock; Step 1; replacing Amanda Neilson {reassigned})

CIVIL SERVICE, continued

CL-3 PROBATIONARY APPOINTMENT, continued

Michael DeBatt, Head Custodian
Effective December 26, 2023
(Bayview; Step 10; replacing Pasquale Romeo {resigned})

Gissel Heredia, Cafeteria Aide
Effective December 8, 2023
(Manetuck; Step 1; replacing Jessica Pujia {terminated})

Lissette Rodriguez, Special Education Aide
Effective December 4, 2023
(Beach Street; Step 1; replacing Ryan Perry {reassigned})

CL-4 RESIGNATION

Johanna Amantia, Cafeteria Aide
Effective December 1, 2023
(Bayview)

Michelle Lecchi, Cafeteria Aide
Effective November 22, 2023
(Oquenock)

Katherine Martino, Special Education Aide
Effective December 12, 2023
(Beach Street)

CL-5 RETIREMENT

Timothy Maes, Guard
Effective December 1, 2023
(10.22 years)

CL-6 SUBSTITUTE CUSTODIAN (\$15/hr)

Jennifer Wormuth, effective December 8, 2023

CL-7 SUBSTITUTE FOOD SERVICE WORKER (\$15/hr)

Nicole Perchetti, effective December 8, 2023

CL-8 SUBSTITUTE GUARD (\$23.73/hr)

Timothy Maes, effective December 8, 2023

OTHER

CLUBS/ADVISORS 2023-2024

DISTRICTWIDE

Combined Elementary Band, James Kraus
Jazz Lab, High School, David Kaufman

HIGH SCHOOL (AMENDED)

Mock Trial, Daniel Gschwind and Edward Jablonski (shared)
(change in Advisor from Edward Jablonski)

OQUENOCK

Little Farmers Club, Lisa Brush and Nicole Cagno Angerame (shared)

OQUENOCK (AMENDED)

Fitness Club, Melinda Monahan and Debbie Throo (shared)
(change in Advisor from Melinda Monahan)

SUBSTITUTE TEACHER (\$130 per diem)

Nickole Aponte, effective December 8, 2023
Grace Beshlian, effective December 8, 2023
Mirasol Blanco, effective January 8, 2024, *student teacher*
John Blank, effective December 8, 2023
Olivia Capitano, effective December 8, 2023
Sophia Clark, effective December 8, 2023
Julia Costello, effective January 8, 2024, *student teacher*
*Kamryn Cinotti, effective December 8, 2023
*James Dobbins, effective January 22, 2024, *student teacher*
Giavanna Dushaj, effective December 8, 2023, *student teacher*
Jack Dyer, effective December 8, 2023
Samantha Fahey, effective December 8, 2023
Jennifer Kane, effective January 22, 2024, *student teacher*
Samantha Luvera, effective December 8, 2023
Danielle Marino, effective December 8, 2023, *student teacher*
Paige Martin, effective January 16, 2024, *student teacher*
Lauren McCann, effective December 8, 2023
Destiny Parsons, effective January 24, 2024, *student teacher*
Angela Paton, effective January 29, 2024, *student teacher*
Nicole Perchetti, effective December 8, 2023
*Jillian Rinne, effective December 8, 2023
*Giuliana Sambone, effective January 22, 2024, *student teacher*
Jill Solomon, effective December 8, 2023
*Melissa Stillman, effective March 4, 2024, *student teacher*
*James Walker, effective January 22, 2024, *student teacher*
*Victoria Westenberg, effective March 11, 2024, *student teacher*

**Conditional pending fingerprinting clearance*

OTHER, continued

ADULT EDUCATION INSTRUCTORS FALL 2023

Matthew Triglia (Lifeguard) \$25/hr, effective November 21, 2023

NYS SEAL OF BILITERACY ADVISORS

Katlyn Colace
Elyse Patti-McDonald

SUBJECT: HEALTH EXAMINATIONS

The Board reserves the right to request a health examination at any time during employment, at School District expense, in order to determine the physical and mental capacity of an employee to perform his/her duties.

Support staff personnel initially appointed to positions may be requested to obtain physical examinations at the expense of the School District. The physical examination is to be obtained from the school physician or the potential employee's private physician.

All members of the Food Service staff shall have a physical examination within thirty (30) days of the start of employment, which may be conducted by a school physician or the employee's private physician.

All bus drivers and substitute bus drivers shall have regular physical examinations as prescribed by the Section 19A Regulations.

Annual or more frequent examinations of any employee may be required, when, in the judgment of the school physician and the Superintendent, such procedure is deemed necessary.

The final acceptance or rejection of a medical report with reference to the health of an employee lies within the discretion of the Board. The decision of the physician designated by the Board as the determining physician shall take precedence over all other medical advice.

Tuberculosis Surveillance for Food Service Workers:

- a) Skin testing or blood testing for tuberculosis will be required as part of the pre-employment physical.
- b) All tuberculin reactors will be referred to the Suffolk County Department of Health Services for evaluation and management. Only positive reactors will be followed and require reevaluation as per Suffolk County Department of Health Services and CDC guidelines re-evaluated annually.
- c) ~~Tuberculin reactors who have not taken, or do not choose to take, preventive therapy for one year, should be X-rayed annually for five years and every two years thereafter.~~
- d) ~~Persons completing an adequate course of preventative therapy are exempt from routine periodic chest X-rays.~~

Vision and hearing screening tests can be done by school registered nurses.

Education Law Section 913
Bus Drivers: 8 New York Code of Rules and
Regulations Section 156.3(2)
Rules and Regulations of the Commissioner of
Motor Vehicles Section 5.09-b
Cafeteria Workers: State Sanitary Code

WEST ISLIP UFSD
2023-2024 Budget Transfers - General Fund
School Board Meeting - December 7, 2023

AGENDA ITEM XI. A)
 BUSINESS ITEMS
 RM 12/7/2023

TRAN #	DATE	ACCOUNT	ACCOUNT DESCRIPTION	TRANSFER FROM	TRANSFER TO	
4335	11/03/2023	<i>Reclass for All Shifts Nursing Svc for 23-24 school year</i>				
		A 9010.860-999-4499	HEALTH INSURANCE	8,820.00		
		A 2815.425-119-4699	SERVICE CONTRACTS - BAYVIEW		980.00	
		A 2815.425-149-4699	SERVICE CONTRACTS - MANETUCK		980.00	
		A 2815.425-159-4699	SERVICE CONTRACTS - OQUENOCK		980.00	
		A 2815.425-179-4699	SERVICE CONTRACTS - PJ BELLEW		980.00	
		A 2815.425-219-4699	SERVICE CONTRACTS - SJB		980.00	
		A 2815.425-239-4699	SERVICE CONTRACTS - BRIDGES		980.00	
		A 2815.425-319-4699	SERVICE CONTRACTS - UDALL		980.00	
		A 2815.425-329-4699	SERVICE CONTRACTS - BEACH		980.00	
		A 2815.425-359-4699	SERVICE CONTRACTS - HS		980.00	
 4336	 11/15/2023	 <i>For Worker's Comp PO 240167</i>				
		A 9010.810-999-4499	EMPLOYEE RETIREMENT	100,000.00		
		A 9040.840-999-4499	WORKERS' COMPENSATION		100,000.00	
DEBIT/CREDIT TOTALS				108,820.00	108,820.00	
NET AMOUNT					-	

Approved:  Date: 11/21/23
 Dr. Paul Romanelli, Superintendent of Schools

SPECIAL EDUCATION SERVICES CONTRACT

This Agreement is entered into this **1st** day of **September, 2023** by and between the Board of Education of the **West Islip UFSD** (hereinafter the "**DISTRICT OF RESIDENCE**"), having its principal place of business for the purpose of this Agreement at 100 Sherman Ave., West Islip, NY 11795, and the Board of Education of the **Half Hollow Hills Central School District** (hereinafter the "**DISTRICT OF LOCATION**"), having its principal place of business for the purpose of this Agreement at **525 Half Hollow Road, Dix Hills, NY 11746**.

W I T N E S S E T H

WHEREAS, the DISTRICT OF LOCATION is required by Education Law Section 3602-c to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the DISTRICT OF LOCATION, but reside in the DISTRICT OF RESIDENCE; and

WHEREAS, the DISTRICT OF LOCATION is a public school district within the State of New York authorized to provide special education and related services to students with disabilities;

NOW, THEREFORE, the parties mutually agree as follows:

A. **TERM**: The term of this Agreement shall be from July 1, 2023 through June 30, 2024 inclusive, unless terminated earlier as provided for in this Agreement.

B. **SERVICES AND RESPONSIBILITIES**:

1. The DISTRICT OF LOCATION shall develop an individualized education service program (IESP) for those student(s) listed on the attached "Confidential Schedule A," incorporated by reference herein and made a part of this Agreement, and shall provide the services set forth in such IESP.

A student(s) and/or services may be added or deleted from the attached Schedule "A" at any time upon written notification to the DISTRICT OF RESIDENCE. Such written notification shall include a copy of any revised IESP. In such event, the payment amount owed by the DISTRICT OF RESIDENCE shall be adjusted accordingly.

2. The DISTRICT OF LOCATION represents and warrants that services to students under this Agreement shall be provided by individuals who are certified or licensed in accordance with applicable law, rules and regulations.

C. **COMPENSATION**:

1. The parties to this Agreement recognize that the authority for the DISTRICT OF RESIDENCE and the DISTRICT OF LOCATION to contract for the provision of special education services herein is derived from Education Law Section

3602-c, and related provisions of the Education Law and Regulations of the Commissioner of Education; and that these statutes and regulations may define the maximum costs that may be charged hereunder.

2. The DISTRICT OF LOCATION shall be entitled to bill the DISTRICT OF RESIDENCE for the services provided the students listed in Schedule "A" pursuant to this Agreement and the IESP in accordance with Education Law Section 3602-c and the Regulations or Rules of the Commissioner of Education.
3. Requests for payment by the DISTRICT OF LOCATION shall be made by submission of a detailed written invoice to the DISTRICT OF RESIDENCE on a monthly basis which references the time period for which payment is being requested, and a breakdown of the total amount due for the period specified.
4. The DISTRICT OF RESIDENCE shall pay the DISTRICT OF LOCATION within forty-five (45) business days of receipt of each invoice by the DISTRICT OF RESIDENCE, unless the DISTRICT OF RESIDENCE sends the DISTRICT OF LOCATION a written notice disputing the invoice within forty-five (45) business days of its receipt. If a dispute arises, the parties shall have those legal rights and remedies provided by law and regulation.

D. TERMINATION.

This Agreement may be terminated by written notice of either party if (1) Schedule "A" has been deleted so that there are no students of the DISTRICT OF RESIDENCE entitled to special education services from the DISTRICT OF LOCATION, or (2) the State Education Department has issued guidelines to school districts governing the provision of special education services pursuant to Education Law 3602-c.

E. MISCELLANEOUS

1. 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:

To DISTRICT OF RESIDENCE: West Islip UFSD
100 Sherman Ave.
West Islip, NY 11795

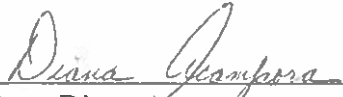
To DISTRICT OF LOCATION: Half Hollow Hills CSD
525 Half Hollow Road
Dix Hills, NY 11746

2. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
3. 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.
4. Should any provision of this Agreement for any reason, be declared invalid and/or unenforceable such declaration 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.
5. 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.
6. This Agreement, along with the attached Schedule "A", 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
7. Except for Schedule "A", this Agreement may not be changed orally, but only by an agreement, in writing, signed by authorized representatives of both parties.
8. It is expressly understood that nothing in this Agreement is intended to modify or vary the statutory and regulatory obligations or rights of the parties; nor is it intended to create any additional legal rights or obligations other than those imposed or provided by Federal or State law or regulation.
9. Nothing in this Agreement is intended to bestow any benefits or rights to any third parties who are not signatories to this Agreement. The parties to this Agreement shall have the sole right to enforce its terms.
10. Nothing in this Agreement is intended to place an obligation on the parties to ensure that the other is complying with its obligations under Federal or State law or regulation.

DISTRICT OF RESIDENCE
West Islip UFSD

DISTRICT OF LOCATION
Half Hollow Hills CSD

By:
President, Board of Education
West Islip UFSD



By: Diana Acampora
President, Board of Education
Half Hollow Hills CSD

Date _____

Date 11-13-23

SEDCAR AGREEMENT 2023-2024

BY AND BETWEEN the West Islip School District, with offices at 100 Sherman Avenue, New York, 11795, hereinafter referred to as "the District" and Mid Island Therapy Associates, d/b/a All About Kids, 255 Executive Drive, LL 105, Plainview, NY 11803 hereinafter referred to as the "Provider";

WHEREAS, The District is the Local Education Agency (LEA) for the purposes of receiving federal IDEA flow-through funds from the New York State Education Department for Part B, Section 611 (P.L. 94-142 for students with disabilities ages 3-21) and Section 619 (P.L. 99-457 for students with disabilities ages 3-5) and suballocating such funds to approved special education programs (ASEPs) for certain students with disabilities; and

WHEREAS, the Provider is an eligible approved special education program authorized to provide special education services to preschool and/or school-aged special education students; and

WHEREAS, the District is authorized to contract with the Provider to provide special education program for preschool and/or school-aged students with educational disabilities who reside within the District and who are placed in such program for the provision of special education services.

NOW THEREFORE, the parties mutually agree as follows:

1. The term of this Agreement shall be for the school year beginning between **July 1, 2023 - June 30, 2024**. Payment of the sub-allocation of such funds to the Provider shall be made on a per student basis.
2. In order to receive payment for the services rendered under this Agreement, the Provider must complete all required forms. The Provider shall complete the SEDCAR-1 Form. A fully completed copy will be made a part of this Agreement as Attachment A. The Provider will receive payment from the District based on the total number of students as indicated on the SEDCAR-1 and subject to verification.
3. The SEDCAR-1 Form must be completed and received by the District no later than November 25, 2022. The FS 25 and an invoice with the total amount due must be received by the District no later than June 1, 2024. The FS 10F shall be completed by the Provider and submitted to the District no later than sixty (60) days after the close of the Provider's grant year. Upon receipt of the required forms, the District shall process payment of funds to the Provider.

All forms and notices that shall be given to the District shall be sent to the Board at the following address:

100 Sherman Avenue, West Islip, NY 11795

4. The District shall process payments to the Provider in accordance with applicable laws. The Board is only obligated to process payments to the Provider for the

provision of services in the approved program as permitted under IDEA. Payments made to the Provider pursuant to this Agreement shall be utilized only for the purpose as provided in IDEA.

5. The Provider shall maintain their books, records and accounts pertaining to the use of these funds in accordance with the requirements of the Reimbursable Cost Manual. The District, SED and the State Comptroller, or their authorized representative(s) shall have the right to conduct a fiscal audit of the Project supported by these funds, provided, however, that nothing in this Agreement will diminish or modify the audit procedures required in any other contract which the Provider may have with the District for the provision of special education or other services. Access to property and personnel related to the Provider's use of these funds shall be provided during an audit.
6. If, upon audit of this Agreement, the District determines that funds were used for unapproved uses, said funds shall be returned to the District upon request.
7. Except as otherwise directed by the District, the Provider shall, until six (6) years after the end of the term of the Agreement, or until six (6) years after the termination of the Agreement, retain all books and records required hereunder, including, without limitation, all cost and accounting records, employee certifications, staff (pedagogical and non-pedagogical) attendance, service and time records pertaining to the use of these funds. The Provider shall make all books and records available to the District, the SED, the State Comptroller, or their authorized representatives, for review and audit at such times during business hours as they may request.
8. The Provider shall furnish any additional data and reports, including, but not limited to SED submissions, as the District deems to be related to the performance of the Agreement, upon request of the District. The Provider shall be given a reasonable time to respond to such requests.
9. The Provider shall comply with all applicable federal, state, and local laws in connection with the services to be provided by the Provider under this Agreement.
10. The District and the Provider may agree that if state law or regulation is amended during the term of this Agreement to provide for the flow-through to the Provider of funds from prior years known as "carryover funds", this Agreement may also pertain to the distribution of those funds in accordance with the requirements of the law or regulation.
11. The District reserves the right to amend this Agreement, as may be necessary, in order to comply with any change in applicable law, regulations and guidelines governing the operation of this Agreement.
12. This Agreement may only be modified or amended by mutual agreement of the parties, in writing.

13. Provider agrees to defend, indemnify and hold harmless the District, its officers, directors, agents, or employees against all claims, demands, actions, lawsuit 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. It is intended that this provision be interpreted in the broadest manner possible so as to insulate the District from any liability or judgment, monetary or otherwise, as the same may relate to the personnel and services provided by the Provider to the District pursuant to this Agreement (but not for the willful or negligent acts or omissions of the District, its officers, employees and agents).

District agrees to defend, indemnify and hold harmless the Provider, its officers, directors, agents, or employees against all claims, demands, actions, lawsuit costs, damages and expenses, including attorneys' fees, judgments, fines and amounts arising from any willful act, omission, error, recklessness or negligence of the District, its officers, directors, agents or employees in connection with the performance of services pursuant to this Agreement. It is intended that this provision be interpreted in the broadest manner possible so as to insulate the Provider from any liability or judgment, monetary or otherwise, as the same may relate to the personnel and services provided by the District to the Provider pursuant to this Agreement (but not for the willful or negligent acts or omissions of the Provider, its officers, employees and agents).

14. The Provider agrees to indemnify and save harmless the District, its officers, employees and agents, against any all claims, liabilities, loss, damages, suit, proceeding, costs or expenses whatsoever, including those personal injuries and property damage, as they may relate, in any manner, to the services provided by the Agency to the District pursuant to this Agreement. Said indemnification, defense and hold harmless shall apply to any claim, liability, loss, damages, suit proceeding, costs or expenses in which the District, its officers, employees and agents may be named as a party (except for willful or negligent acts and omissions of the District), notwithstanding that the Provider may deem said claim, liability, loss, damages, suit, proceeding costs or expenses frivolous or without merit. It is intended that this provision be interpreted in the broadest manner possible so as to insulate the District from any liability or judgement, monetary or otherwise, as the same may relate to the personnel and services provided by the Agency the District pursuant to this Agreement (but not for the willful or negligent acts or omissions of the District, its officers, employees and agents).

The District agrees to indemnify and save harmless the Provider, its officers employees and agents, against any and all claims, liabilities, loss damages, suit, proceeding, costs or expenses whatsoever, including those personal injuries and property damage, as they may relate in any manner to the services provided by the Provider, its officers, employees and agents may be named as a party {except for willful or negligent acts and omissions of the Provider), notwithstanding that the District may seem said claim, liability, loss, damages, suit, proceeding costs or expenses frivolous or without merit. It is intended that this provision be interpreted in the broadest manner possible so as to insulate the Provider from any

liability or judgement, monetary or otherwise, as the same may relate to the personnel and services provided by the Provider to the District pursuant to this Agreement {but not willful or negligent acts or omissions of the Provider, its officers, employees and agents}.

15. The Provider agrees that it will not discriminate with respect to the provision of special education services on the grounds of race, religion creed, color, national origin, sex, age, disability or other non-merit factors, nor discriminate against any individual on such ground.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

THE DISTRICT

BY: _____

THE PROVIDER *Mid Island Therapy Associates, LLC d/b/a All About Kids*

BY: *Michael L. Grossfeld* 11/22/23
Michael L. Grossfeld
Asst. Exec. Director, Partner

INTEROFFICE MEMORANDUM

TO: DR. PAUL ROMANELLI
SUPERINTENDENT OF SCHOOLS

FROM: ROBERT NOCELLA
PURCHASING AGENT

SUBJECT: EXTERNAL INDEPENDENT AUDITING FIRM SERVICES

DATE: 11/21/2023

CC: E. PELLATI

A request for proposal for External Independent Auditing Firm Services for the West Islip School District was advertised in the Islip Bulletin on Thursday, November 2, 2023. This request for proposal was also advertised on the West Islip website.

A total of one (1) request for proposal was mailed to a prospective proposer. A total of one (1) was returned. The one (1) proposal was opened on November 16, 2023.

RECOMMENDATION:

Based on the proposal best meeting the needs of the West Islip UFSD that the contract for External Independent Auditing Firm Services is awarded to:

R.S. Abrams & Co. LLP

Please contact see the attached spreadsheet for detail with regard to this RFP. Please contact me with any questions.

West Islip UFSD
 External Audit Services
 RFP # 2400 - 11/16/23

<u>Audit Fees & Service for Year Ending</u>	R.S. Abrams <u>Auditing Services</u>	R.S. Abrams <u>Financial Statement Preparation Svcs</u>	<u>Revised R.S. Abrams Financial Statement Preparation Svcs**</u>
2025	\$ 46,000	\$ 9,500	\$ 7,500
2026	\$ 47,400	\$ 9,700	\$ 7,700
2027	\$ 48,800	\$ 9,900	\$ 7,900
2028	\$ 50,300	\$ 10,100	\$ 8,100
2029	\$ 51,800	\$ 10,300	\$ 8,300

<u>Billing Rates</u>	<u>Regular Hourly Rate</u>	<u>Quoted Hourly Rate*</u>
Partner	\$ 220.00	\$ 200.00
Manager	\$ 200.00	\$ 180.00
Senior Auditor	\$ 150.00	\$ 130.00
Staff Auditor	\$ 130.00	\$ 110.00

***Note: R.S. Abrams has offered a quoted hourly rate in lieu of the regular hourly rate**

****After Consideration of of the Assistant Superintendent for Business, the district reached out to R.S. Abrams partner, Ali Battaglia, to inquire whether the firm would be willing to revise their cost proposal for financial statement preparation services for 5 years. R.S. Abrams has agreed to revise their cost proposal by decreasing each year by \$2,000. The revised fees are shown above.**

Change Order

Comparable to AIA Document G701 - 2017

AGENDA ITEM XI. D)
BUSINESS ITEMS
RM 12/7/2023

PROJECT:

DW Capital Improvements at
West Islip High School

CONTRACT INFORMATION:

Contract For: GC
Date: June 10, 2022

CHANGE ORDER INFORMATION:

Change Order No. 1
Date: August 7, 2023

OWNER:

West Islip UFSD
100 Sherman Avenue
West Islip, NY 11795

ARCHITECT:

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**
244 East Main Street, Patchogue, NY 11772
187 Wolf Road, Suite 205, Albany NY 12205

CONTRACTOR:

Stalco Construction, Inc.
1316 Motor Parkway
Islandia, NY 11749

THE CONTRACT IS CHANGED AS FOLLOWS:

- | | |
|--|--------------|
| 1. Furnish & install axiom trim between two ceiling levels in both boys & girls toilet room. | \$3,019.39 |
| 2. Stalco to saw cut and chop existing cmu wall for additional access for plumber. | \$2,188.00 |
| 3. Stalco to close off the alcove and paint at two water fountain locations. | \$1,095.00 |
| 4. Stalco to demolish and remove additional cmu to recess water cooler into cmu walls. | \$5,881.64 |
| 5. District requested . Deduct for unused allowance. | (\$2,815.97) |

Total Amount to be (increased) (~~decreased~~) (unchanged) by \$9,368.06

- | | |
|---|--------------|
| 1. The original Contract Sum was..... | \$115,018.29 |
| 2. The net change by the previously authorized Change Orders..... | \$0.00 |
| 3. The new Contract Sum prior to this Change Order was..... | \$115,018.29 |
| 4. The new Contract Sum will be (<u>increased</u>) (decreased) (<u>unchanged</u>) by this Change Order in the amount of..... | \$9,368.06 |
| 5. The new Contract Sum, including this Change Order will be..... | \$124,386.35 |
| 6. The Contract Time will be (increased) (decreased) (unchanged) by: (0) days. | |
| 7. The new date of Substantial Completion will be..... | |

NOT VALID UNTIL SIGNED BY THE ARCHITECT/ ENGINEER, CONTRACTOR, and OWNER

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**

ARCHITECT



SIGNATURE

Lawrence Salvesen, AIA, Partner

PRINT NAME and TITLE

8/10/23

DATE

Stalco Construction, Inc.

CONTRACTOR



SIGNATURE

V.P.
PRINT NAME and TITLE

10/13/23

DATE

West Islip UFSD

OWNER



SIGNATURE

James Boss DIF
PRINT NAME and TITLE

11/20/23

DATE

BBS Project No.: 21-300B

SED No.: 58-05-09-03-0-008-041

SED Fiscal Associate: Michael Kosar

Change Order

Comparable to AIA Document G701 - 2017

PROJECT:

DW Capital Improvements at
Beach Street Middle School

CONTRACT INFORMATION:

Contract For: GC
Date: June 10, 2022

CHANGE ORDER INFORMATION:

Change Order No. 1
Date: August 7, 2023

OWNER:

West Islip UFSD
100 Sherman Avenue
West Islip, NY 11795

ARCHITECT:

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**
244 East Main Street, Patchogue, NY 11772
187 Wolf Road, Suite 205, Albany NY 12205

CONTRACTOR:

Stalco Construction, Inc.
1316 Motor Parkway
Islandia, NY 11749

THE CONTRACT IS CHANGED AS FOLLOWS:

- | | |
|---------------------------------|--------------|
| 1. Credit for unused allowance. | (\$1,000.00) |
|---------------------------------|--------------|

Total Amount to be (increased) (decreased) (unchanged) by (\$1,000.00)

1. The original Contract Sum was.....	\$13,323.29
2. The net change by the previously authorized Change Orders.....	\$0.00
3. The new Contract Sum prior to this Change Order was.....	\$13,323.29
4. The new Contract Sum will be <u>(increased)</u> <u>(decreased)</u> <u>(unchanged)</u> by this Change Order in the amount of.....	(\$1,000.00)
5. The new Contract Sum, including this Change Order will be.....	\$12,323.29
6. The Contract Time will be (increased) (decreased) (unchanged) by: (0) days.	
7. The new date of Substantial Completion will be:	

NOT VALID UNTIL SIGNED BY THE ARCHITECT/ ENGINEER, CONTRACTOR, and OWNER

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**

ARCHITECT



SIGNATURE

Lawrence Salvesen, AIA, Partner


PRINT NAME and TITLE

8-10-23

DATE

Stalco Construction, Inc.

CONTRACTOR



SIGNATURE

PRINT NAME and TITLE

10/13/23

DATE

West Islip UFSD

OWNER



SIGNATURE

JAMES BUSSE DOF

PRINT NAME and TITLE

11/20/23

DATE

BBS Project No.: 21-300C

SED No.: 58-05-09-03-0-010-031

SED Fiscal Associate: Michael Kosar

Change Order

Comparable to AIA Document G701 - 2017

PROJECT: DW Capital Improvements at Udall Road Middle School	CONTRACT INFORMATION: Contract For: GC Date: June 10, 2022	CHANGE ORDER INFORMATION: Change Order No. 1 Date: August 7, 2023
OWNER: West Islip UFSD 100 Sherman Avenue West Islip, NY 11795	ARCHITECT: BBS ARCHITECTS, LANDSCAPE ARCHITECTS, ENGINEERS, P.C. 244 East Main Street, Patchogue, NY 11772 187 Wolf Road, Suite 205, Albany NY 12205	CONTRACTOR: Stalco Construction, Inc. 1316 Motor Parkway Islandia, NY 11749

THE CONTRACT IS CHANGED AS FOLLOWS:


1. Credit for unused allowance. (\$1,000.00)

Total Amount to be (increased) (decreased) (unchanged) by (\$1,000.00)

1. The original Contract Sum was.....	\$13,323.29
2. The net change by the previously authorized Change Orders.....	\$0.00
3. The new Contract Sum prior to this Change Order was.....	\$13,323.29
4. The new Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of.....	(\$1,000.00)
5. The new Contract Sum, including this Change Order will be.....	\$12,323.29
6. The Contract Time will be (increased) (decreased) (unchanged) by: (0) days.	
7. The new date of Substantial Completion will be:	

NOT VALID UNTIL SIGNED BY THE ARCHITECT/ ENGINEER, CONTRACTOR, and OWNER

BBS ARCHITECTS, LANDSCAPE ARCHITECTS, ENGINEERS, P.C.

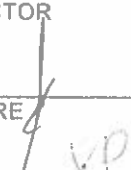
ARCHITECT


SIGNATURE
Lawrence Salvesen, AIA, Partner

PRINT NAME and TITLE
8/10/23

DATE

Stalco Construction, Inc.


CONTRACTOR


SIGNATURE
VP

PRINT NAME and TITLE
10/13/23

DATE

West Islip UFSD

OWNER


SIGNATURE
James Basi DOIT

PRINT NAME and TITLE
11/20/23

DATE

Change Order

Comparable to AIA Document G701 - 2017

PROJECT:

DW Capital Improvements at
Bayview Elementary School

CONTRACT INFORMATION:

Contract For: GC
Date: June 10, 2022

CHANGE ORDER INFORMATION:

Change Order No. 1
Date: August 7, 2023

OWNER:

West Islip UFSD
100 Sherman Avenue
West Islip, NY 11795

ARCHITECT:

BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.
244 East Main Street, Patchogue, NY 11772
187 Wolf Road, Suite 205, Albany NY 12205

CONTRACTOR:

Stalco Construction, Inc.
1316 Motor Parkway
Islandia, NY 11749

THE CONTRACT IS CHANGED AS FOLLOWS:

- 1. Contractor to provide labor, material and tools to install accent wall tile pattern in both toilet rooms. \$1,077.44

- 2. District requested . Deduct for unused allowance. (\$8,922.56)

Total Amount to be (increased) (decreased) (unchanged) by (\$8,922.56)

1. The original Contract Sum was.....	\$110,018.29
2. The net change by the previously authorized Change Orders.....	\$0.00
3. The new Contract Sum prior to this Change Order was.....	\$110,018.29
4. The new Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of.....	(\$8,922.56)
5. The new Contract Sum, including this Change Order will be.....	\$101,095.73
6. The Contract Time will be (increased) (decreased) (unchanged) by: (0) days.	
7. The new date of Substantial Completion will be:	

NOT VALID UNTIL SIGNED BY THE ARCHITECT/ ENGINEER, CONTRACTOR, and OWNER

BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.

ARCHITECT



SIGNATURE

Lawrence Salvesen, AIA, Partner

PRINT NAME and TITLE

10-5-23

DATE

Stalco Construction, Inc.

CONTRACTOR



SIGNATURE

PRINT NAME and TITLE

10/13/23

DATE

West Islip UFSD

OWNER



SIGNATURE

James Bosse DOF

PRINT NAME and TITLE

11/20/23

DATE

BBS Project No.: 21-300A

SED No.: 58-05-09-03-0-011-024

SED Fiscal Associate: Michael Kosar

CA-CO-2022

Change Order

Comparable to AIA Document G701 - 2017

PROJECT:

DW Capital Improvements at
Manetuck Elementary School

CONTRACT INFORMATION:

Contract For: GC
Date: June 10, 2022

CHANGE ORDER INFORMATION:

Change Order No. 1
Date: August 7, 2023

OWNER:

West Islip UFSD
100 Sherman Avenue
West Islip, NY 11795

ARCHITECT:

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**
244 East Main Street, Patchogue, NY 11772
187 Wolf Road, Suite 205, Albany NY 12205

CONTRACTOR:

Stalco Construction, Inc.
1316 Motor Parkway
Islandia, NY 11749

THE CONTRACT IS CHANGED AS FOLLOWS:

1. Credit for unused allowance. (\$1,000.00)

Total Amount to be (increased) (decreased) (unchanged) by (\$1,000.00)

1. The original Contract Sum was.....	\$13,323.29
2. The net change by the previously authorized Change Orders.....	\$0.00
3. The new Contract Sum prior to this Change Order was.....	\$13,323.29
4. The new Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of.....	(\$1,000.00)
5. The new Contract Sum, including this Change Order will be.....	\$12,323.29
6. The Contract Time will be (increased) (decreased) (unchanged) by: (0) days.	
7. The new date of Substantial Completion will be:	

NOT VALID UNTIL SIGNED BY THE ARCHITECT/ ENGINEER, CONTRACTOR, and OWNER

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**

ARCHITECT

SIGNATURE

Lawrence Salvesen, AIA, Partner

PRINT NAME and TITLE

DATE

B-10-23

Stalco Construction, Inc.

CONTRACTOR

SIGNATURE

PRINT NAME and TITLE

DATE

VP

10/13/23

West Islip UFSD

OWNER

SIGNATURE

PRINT NAME and TITLE

DATE

James Bosse DAF

11/20/23

BBS Project No.: 21-300E

SED No.: 58-05-09-03-0-003-025

SED Fiscal Associate: Michael Kosar

Change Order

Comparable to AIA Document G701 - 2017

PROJECT:

DW Capital Improvements at
Oquenock Elementary School

CONTRACT INFORMATION:

Contract For: GC
Date: June 10, 2022

CHANGE ORDER INFORMATION:

Change Order No. 1
Date: August 7, 2023

OWNER:

West Islip UFSD
100 Sherman Avenue
West Islip, NY 11795

ARCHITECT:

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**
244 East Main Street, Patchogue, NY 11772
187 Wolf Road, Suite 205, Albany NY 12205

CONTRACTOR:

Stalco Construction, Inc.
1316 Motor Parkway
Islandia, NY 11749

THE CONTRACT IS CHANGED AS FOLLOWS:

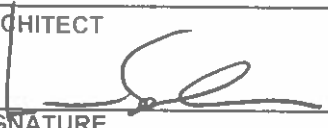
1. Credit for unused allowance. (\$1,000.00)

Total Amount to be (increased) (decreased) (unchanged) by (\$1,000.00)

1. The original Contract Sum was.....	\$13,323.29
2. The net change by the previously authorized Change Orders.....	\$0.00
3. The new Contract Sum prior to this Change Order was.....	\$13,323.29
4. The new Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of.....	(\$1,000.00)
5. The new Contract Sum, including this Change Order will be.....	\$12,323.29
6. The Contract Time will be (increased) (decreased) (unchanged) by: (0) days.	
7. The new date of Substantial Completion will be:	

NOT VALID UNTIL SIGNED BY THE ARCHITECT/ ENGINEER, CONTRACTOR, and OWNER

**BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.**


ARCHITECT


SIGNATURE
Lawrence Salvesen, AIA, Partner

PRINT NAME and TITLE
8.10.23

DATE

Stalco Construction, Inc.

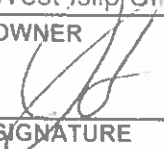
CONTRACTOR


SIGNATURE
VP

PRINT NAME and TITLE
10/13/23

DATE

West Islip UFSD

OWNER


SIGNATURE
James Buss DOF

PRINT NAME and TITLE
11/20/23

DATE

BBS Project No.: 21-300F
SED No.: 58-05-09-03-0-012-025
SED Fiscal Associate: Michael Kosar

Change Order

Comparable to AIA Document G701 - 2017

PROJECT: DW Capital Improvements at Paul J. Bellew Middle School	CONTRACT INFORMATION: Contract For: GC Date: June 10, 2022	CHANGE ORDER INFORMATION: Change Order No. 1 Date: August 7, 2023
OWNER: West Islip UFSD 100 Sherman Avenue West Islip, NY 11795	ARCHITECT: BBS ARCHITECTS, LANDSCAPE ARCHITECTS, ENGINEERS, P.C. 244 East Main Street, Patchogue, NY 11772 187 Wolf Road, Suite 205, Albany NY 12205	CONTRACTOR: Stalco Construction, Inc. 1316 Motor Parkway Islandia, NY 11749

THE CONTRACT IS CHANGED AS FOLLOWS:


1. Credit for unused allowance. (\$1,000.00)

Total Amount to be (increased) (decreased) (unchanged) by (\$1,000.00)

1. The original Contract Sum was.....	\$13,323.29
2. The net change by the previously authorized Change Orders.....	\$0.00
3. The new Contract Sum prior to this Change Order was.....	\$13,323.29
4. The new Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of.....	(\$1,000.00)
5. The new Contract Sum, including this Change Order will be.....	\$12,323.29
6. The Contract Time will be (increased) (decreased) (unchanged) by: (0) days.	
7. The new date of Substantial Completion will be:	

NOT VALID UNTIL SIGNED BY THE ARCHITECT/ ENGINEER, CONTRACTOR, and OWNER

BBS ARCHITECTS, LANDSCAPE
ARCHITECTS, ENGINEERS, P.C.


ARCHITECT


SIGNATURE
Lawrence Salvesen, AIA, Partner

PRINT NAME and TITLE
8-10-23

DATE

Stalco Construction, Inc.

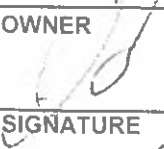
CONTRACTOR


SIGNATURE
VP

PRINT NAME and TITLE
10/13/23

DATE

West Islip UFSD

OWNER


SIGNATURE
James Basse DOF

PRINT NAME and TITLE
11/20/23

DATE

BBS Project No.: 21-300D
SED No.: 58-05-09-03-0-005-029
SED Fiscal Associate: Michael Kosar



November 20, 2023

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

This letter represents an addendum to our Board approved engagement letter for auditing services for the fiscal year ended June 30, 2024 dated June 30, 2023. In addition to providing the auditing services outlined in the previous engagement letter, you have requested that we prepare the financial statements of the West Islip Union Free School District (the "District") for the fiscal year ended June 30, 2024. This will include the following:

Management's Discussion and Analysis (MD&A)

Financial Statements:

- Statement of Net Position
- Statement of Activities and Changes in Net Position
- Balance Sheet – Governmental Funds
- Reconciliation of Governmental Funds Balance Sheet to Statement of Net Position
- Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds
- Reconciliation of Governmental Fund Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities
- Statement of Fiduciary Net Position – Fiduciary Fund
- Statement of Changes in Fiduciary Net Position – Fiduciary Fund
- Notes to Financial Statements

Required Supplementary Information other than MD&A:

- Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual - General Fund
- Schedule of Changes in the District's Total Other Post-Employment Benefits Liability and Related Ratios
- Schedule of the District's Proportionate Share of Net Pension Asset/(Liability)
- Schedule of the District's Contributions

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

Other Supplementary Information:

- Schedules of Change from Adopted Budget to Final Budget and the Real Property Tax Limit
- Schedule of Project Expenditures – Capital Projects Fund
- Net Investment in Capital Assets
- Schedule of Expenditures of Federal Awards (SEFA)

Our Responsibilities

The objective of our engagement is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's *Code of Professional Conduct*, including the ethical principles of integrity, objectivity, professional competence, and due care.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is the preparation of the financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARS:

- 1) The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements.
- 2) The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.
- 3) The prevention and detection of fraud.
- 4) To ensure that the entity complies with the laws and regulations applicable to its activities.
- 5) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements.
- 6) To provide us with—
 - Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
 - Additional information that may be requested for the purpose of the preparation of the financial statements, and
 - Unrestricted access to persons within the District with whom we determine it necessary to communicate.

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

Other Relevant Information

Brendan Nelson, CPA, is the engagement partner and is responsible for supervising the engagement.

We estimate that our fees for the preparation of the financial statements and related notes will be \$7,500. The 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 any additional costs.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

We appreciate the opportunity to assist you 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. If the need for additional services arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter.

Very truly yours,



R.S. Abrams & Co., LLP

RESPONSE:

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

Board of Education President: _____

Date: _____

Assistant Superintendent for Business: _____

Date: _____

RESOLUTION

Upon the order of the commissioner of education per Education Law §2034(6), when a period of six months from the date of election has elapsed without any proceeding being commenced in regard to such election, the board of education may by written resolution order the destruction of unused ballots and full ballot booklets.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby approves, the destruction of unused ballots and full ballot booklets not used at the May 16, 2023 election.

SEQRA RESOLUTION

WHEREAS, the Board of Education of the West Islip Union Free School District desires to embark upon the following capital improvements at the District's facilities as set forth herein and as listed in the working budget: (1) Replacing the existing fire alarm system with a new and improved fire alarm system at the Beach Street Middle School; and (2) replacing the existing fire alarm system with a new and improved fire alarm system at the Paul J. Bellew Elementary School (hereinafter collectively referred to as the "Projects"); and

WHEREAS, said capital improvements are subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, maintenance or repair involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(1)); and

WHEREAS, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(2)); and

WHEREAS, routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(10)); and

WHEREAS, the purchase or sale of furnishings, equipment or supplies...other than the following: land, radioactive material, pesticides, herbicides, or other hazardous materials are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(31)); and

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the capital improvement projects and has determined that the Projects are classified as Type II Actions pursuant to Section 617.5(c)(1)(2)(10) and (31) of the SEQR Regulations;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED, that the Board of Education hereby declares that the Projects are Type II Actions, which require no further review under SEQR; and

BE IT FURTHER RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department.

**NOTICE OF SPECIAL DISTRICT MEETING
OF THE WEST ISLIP UNION FREE SCHOOL DISTRICT,
SUFFOLK COUNTY, NEW YORK**

NOTICE IS HEREBY GIVEN that the Board of Education of the West Islip Union Free School District, Town of Islip, Suffolk County in the County of Suffolk, New York, adopted a resolution on November 14, 2023, authorizing a Special District Meeting of the qualified voters of said School District to be held on Tuesday January 23, 2024, at the West Islip High School, 1 Lions Path, West Islip, New York, 11795, between the hours of 7:00 am and 9:00pm, prevailing time, at which time the polls will be opened to vote by paper ballot upon the following Bond Proposition:

BOND PROPOSITION

RESOLVED:

(a) That the Board of Education of the West Islip Union Free School District, in the County of Suffolk, New York (the "District"), is hereby authorized to expand the existing 5-lane indoor pool to a new 6-lane pool, including all mechanical, electrical, plumbing, and construction requirements, at the West Islip High School, substantially as described in a report prepared for the District by BBS Architects, Landscape Architects & Engineers, P.C., which report is on file and available for public inspection at the office of the District Clerk, the foregoing is to include the original furnishings, equipment, machinery, apparatus and ancillary or related site, demolition and other work required in connection therewith; and to expend therefor, including preliminary costs and costs incidental thereto and to the financing thereof, an amount not to exceed the estimated maximum cost of \$13,850,574;

(b) that a tax is hereby voted in the aggregate amount not to exceed \$13,850,574 to pay such cost, said tax is to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; and

(c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the principal amount not to exceed \$13,850,574; and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable.

Such Bond Proposition shall appear on the ballot used for voting at said Special District Meeting in substantially the following condensed form:

BOND PROPOSITION

YES

NO

RESOLVED:

(a) That the Board of Education of the West Islip Union Free School District, in the County of Suffolk, New York (the "District"), is hereby authorized to expand the existing 5-lane indoor pool to a new 6-lane pool, substantially as described in a report prepared for the District by BBS Architects, Landscape Architects & Engineers, P.C., and to expend therefor, including preliminary costs and costs incidental thereto and to the financing thereof, an amount not to exceed the estimated maximum cost of \$13,850,574; (b) that a tax is hereby voted in the aggregate amount of not to exceed \$13,850,574 to pay such cost, said tax to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; and (c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the principal amount of not to exceed \$13,850,574 and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable.

AND FURTHER NOTICE IS HEREBY GIVEN, that personal registration of voters is required either pursuant to Section 2014 of the Education Law, or pursuant to Article 5 of the Election Law. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this Special District Meeting. If a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this Special District Meeting. All other persons who wish to vote must register.

AND FURTHER NOTICE IS HEREBY GIVEN, the voters may register with the Clerk of said School District at her office in the District Administration Office, 100 Sherman Avenue, West Islip, New York 11795, between the hours of 8:00 o'clock A.M. to 4:00 o'clock P.M. (Prevailing Time) when school is in session at any day prior to January 18, 2024 to add any additional names to the Register to be used at the aforesaid Special District Meeting, at which time any person will be entitled to have his or her name placed on such Register provided that at such meeting with the Clerk of said School District he or she is known or proven to the satisfaction of the Clerk of said School District to be then or thereafter entitled to vote at such Special District Meeting for which the Register is prepared. The Register so prepared pursuant to Section 2014 of the Education Law will be filed in the Office of the District Clerk, at her office in the District Administration Office, 100 Sherman Avenue, West Islip, New York 11795, and will be open for inspection by any qualified voter of the District beginning on and after Thursday, January 18, 2024, between the hours of 8:00 o'clock A.M. to 4:00 o'clock P.M., (Prevailing Time), on Saturday, January 20, 2024 by prearranged appointment only between the hours of 10:00 o'clock A.M. and 1:30 P.M. (Prevailing Time), and on January 23, 2024, the day set for the Special District Meeting except Sunday, and at the polling place(s) on the day of the vote.

AND FURTHER NOTICE IS HEREBY GIVEN, that applications for early mail ballots and absentee ballots are obtainable at: www.wi.k12.ny.us and will be obtainable during school business hours from the District Clerk beginning Tuesday, January 2, 2024; completed applications must be received by the District Clerk no earlier than December 26, 2023. For in-person applications, applications must be received by the District Clerk no earlier than January 2, 2024, at least seven (7) days before the Special District Meeting, January 16, 2024, if the ballot is to be mailed to the voter, or the day before the Special District Meeting, January 22, 2024, if the

ballot is to be delivered personally to the voter. Early mail ballots and absentee ballots must be received by the District Clerk not later than 5:00 o'clock P.M. (Prevailing Time) on Tuesday, January 23, 2024.

A list of persons to whom early mail ballots and absentee ballots are issued will be available for inspection to qualified voters of the District in the Office of the District Clerk on and after Thursday, January 18, 2024, on each day prior to the day set for the Special District Meeting, except Sunday, on Mondays through Fridays between the hours of 8:00 o'clock A.M. and 4:00 o'clock P.M. (Prevailing Time), on Saturday, January 20, 2024 by prior appointment only between the hours of 10:00 o'clock A.M. and 1:30 P.M. (Prevailing Time), and at the polling place on January 23, 2024, the day set for the Special District Meeting. Any qualified voter then present in the polling place may object to the voting of the ballot upon appropriate grounds by making his or her challenge and the reasons therefore known to the Inspector of Election before the close of the polls. A challenge to an absentee ballot may not be made on the basis that the voter should have applied for an early mail ballot.

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are not currently registered may apply to register as a qualified voter of the District. An application for registration as a military voter can be requested from Mary Hock, District Clerk, West Islip Union Free School District, 100 Sherman Avenue, West Islip, New York 11795 by mail or e-mail m.hock@wi.k12.ny.us Monday through Friday when school is in session from 8:00 o'clock A.M. to 4:00 o'clock P.M. (Prevailing Time), the application for registration must be received in the office of the clerk no later than 5:00 o'clock P.M. (Prevailing Time) on December 21, 2023, which is the day before the last day for the transmission of military ballots. In the request for an application for registration, the military voter is permitted to designate his/her preference for receiving the application for registration by mail, facsimile transmission or electronic mail.

AND FURTHER NOTICE IS HEREBY GIVEN, that military voters who are qualified voters of the District may submit an application for a military ballot from Mary Hock, District Clerk, West Islip Union Free School District, 100 Sherman Avenue, West Islip, New York 11795 by mail or e-mail m.hock@wi.k12.ny.us Monday through Friday when school is in session from 8:00 o'clock A.M. to 4:00 o'clock P.M. (Prevailing Time); in order to receive a military ballot, the military ballot application must be received no later than 5:00 o'clock P.M. (Prevailing Time) on December 21, 2023, which is the day preceding the last day for transmission of military ballots. In the request for an application for a military ballot, the military voter is permitted to designate his/her preference for receiving the application for a military ballot, and the military ballot, by mail, facsimile transmission or electronic mail. All qualified military voters' ballot application and military ballot must be returned by mail or in person. Ballots for military voters shall be distributed to qualified military voters no later than December 22, 2023. Military ballots must be received by the District Clerk (1) before the close of the polls, on Tuesday, January 23, 2024, and must show a cancellation mark of the United States postal service or a foreign country's postal service, or must show a dated endorsement of receipt by another agency of the United States Government, or are signed and dated by the voter and one witness thereto with a date which is ascertained to be not later than the day before the election, January 22, 2024 and which must be received in the office of the clerk of the school district not later than 5:00 o'clock P.M. on the day of the election in order to be canvassed.

BY THE ORDER OF THE BOARD OF EDUCATION

Dated: November 29, 2023

Mary Hock, District Clerk