

AGENDA

BOARD OF EDUCATION • LEVITTOWN, NEW YORK

LEVITTOWN UNION FREE SCHOOL DISTRICT • TOWN OF HEMPSTEAD • LEVITTOWN, NEW YORK
www.levittownschools.com

SPECIAL MEETING

LEVITTOWN MEMORIAL EDUCATION CENTER
Tuesday, May 21, 2024

6:30 PM Meeting convenes with anticipated adjournment to Executive Session
7:00 PM Meeting reconvenes with the Special Meeting

Success for Every Student

CALL TO ORDER

CALL TO ORDER

Recommended Motion: "BE IT RESOLVED, that the Levittown Board of Education does, hereby, move to Executive Session for the purpose of negotiations."

I. RECONVENE TO PUBLIC SESSION

- A. Pledge of Allegiance
- B. Moment of Silence

II. RECOGNITIONS

- A. Heroic Actions - Chance Freeman
- B. Tenure Recognition
- C. Retiree Recognition

III. PUBLIC BE HEARD - AGENDA ITEMS ONLY

IV. CONSENT AGENDA

1. Business Office Reports

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, accept the following reports from the Business Office:

- Treasurers Report for month ending March 2024
- Claims Audit Report for April 2024"

2. Budget Transfers

Enclosure

Recommended Motion: "WHEREAS, in compliance with New York State Government Accounting practices, the attached budget transfers have been prepared and recommended by the Assistant Superintendent for Business and Finance,

<u>Code</u>	<u>Code Description</u>	<u>Amount From</u>	<u>Amount To</u>
A16214550001610	Maintenance Heat/Vent Supp	\$20,000.00	
A16214540001610	Maintenance Elec/Plumb Supp		\$20,000.00

Reason: Funds needed to purchase districtwide electric/plumbing supplies.

<u>Code</u>	<u>Code Description</u>	<u>Amount From</u>	<u>Amount To</u>
55105740000000	Transportation Tire	\$24,000.00	
55104680000000	Trans Bus Repair/Outside		\$24,000.00

Reason: Funds needed for the outside repairs.

<u>Code</u>	<u>Code Description</u>	<u>Amount From</u>	<u>Amount To</u>
90608000000000	Emp Benefits Health Ins	\$150,000.00	
14204000000000	General Counsel Expenses		\$150,000.00

Reason: To adjust for general counsel expenses.

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, approve the attached budget transfers.”

3. Certification of Vote

Inclusive

MOTION: “BE IT RESOLVED, that the Levittown Board of Education does, hereby, certify the results of Proposition No. 1 (School District Budget Vote), Proposition No. 2 (Library Budget Vote) and Board member elections for the Levittown Union Free School District and Levittown Library which took place on Tuesday, May 21, 2024, from 7:00 A.M. to 8:00 P.M. with the following results:

PROPOSITION NO. 1: LEVITTOWN UFSD ANNUAL BUDGET FOR 2024-2025

“BE IT RESOLVED, that the School District budget for the fiscal year commencing July 1, 2024 and ending June 20, 2025, as presented to the Board of Education, in the amount of \$261,572,899 be approved and the necessary taxes be levied therefore on the taxable real property of the district.

Budget Vote Results:	Yes	No
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SCHOOL DISTRICT BOARD CANDIDATES

Name	# of votes
James Moran	
Marianne Adrian	
Steven Belmonte	

PROPOSITION NO. 2: Levittown Library Annual Budget for 2024-2025

“BE IT RESOLVED, that the Public Library budget for the fiscal year 2024-2025 proposed by the Library Board of Trustees of the Levittown Public Library heretofore filed pursuant to the law shall be approved and the necessary taxes be levied therefore on the taxable real property of the district.

Budget Vote Results:	Yes	No
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LIBRARY BOARD TRUSTEE

Name	# of votes
Carol Pettit Milonakis	
Steven Dalton	

4. Contract with VSC Electric

Enclosure

Recommended Motion: "RESOLVED that the Levittown Board of Education approve a contract with VSC Electric as outlined in the attached contract for Districtwide fire alarm and PA systems; and that the President of the Board of Education is, hereby, authorized to execute same."

5. Contract for Nursing Services

Enclosure

Recommended Motion: RESOLVED that the Levittown Board of Education does, hereby, approve the attached contract with US Medical Staffing, to provide nursing services for students of Levittown Public Schools during 2024-2025 school year;

BE IT FURTHER RESOLVED that the President of the Board of Education is authorized to sign the contract."

6. Contract-CentralEd (Textbook Central) Div. of Tel/Logic, Inc.

Enclosure

Recommended Motion: “RESOLVED, that the Levittown Board of Education does, hereby, enter into an agreement with Textbook Central, a division of Tel/Logic Inc. d.b.a. CentralEd (Textbook Central, Tel/Logic or CentralEd) for textbook procurement and distribution services

for Levittown Public Schools during the 2024-2025 school year.”

7. Contract with Utility Check, Ltd.

Enclosure

Recommended Motion: "RESOLVED that the Levittown Board of Education approve a contract with Utility Check, Ltd. with terms as outlined in the attached contract for the examination and analysis of electric, gas and steam charges for the purpose of securing savings, credits and/or refunds; and that the President of the Board of Education is, hereby, authorized to execute same."

8. Contract for Prom Venue - MacArthur High School

Enclosure

Recommended Motion: "RESOLVED, that the Board of Education does, hereby, approve the attached contract with the The Piermont as the venue for MacArthur High School's Senior Prom on June 5, 2025.

BE IT FURTHER RESOLVED, that the President of the Board of Education is, hereby, authorized to execute the contracts."

9. Contract for Prom Venue - MacArthur High School

Enclosure

Recommended Motion: "RESOLVED, that the Board of Education does, hereby, approve the attached contract with the The Piermont as the venue for MacArthur High School's Senior Prom on June 4, 2026.

BE IT FURTHER RESOLVED, that the President of the Board of Education is, hereby, authorized to execute the contracts."

10. Out of District Contracts for Health and Welfare Services

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contract between the Levittown Public Schools and the following school districts to provide health and welfare services to students attending schools in these districts for the 2023-2024 school year:

- Manhasset UFSD
- Bellmore UFSD
- Hempstead UFSD

BE IT FURTHER RESOLVED, that the Board of Education President is, hereby, authorized to execute these contracts."

11. Special Education Contracts

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached contracts between the Levittown Public Schools and the following vendors to provide special education services as indicated:

- Blue Sea Educational Consulting
- Always Compassionate Home Care, Inc.
- Copiague Public Schools
- Hagedorn Little Village School

BE IT FURTHER RESOLVED that the Board of Education President is, hereby, authorized to execute these contracts.”

12. Schedules

Enclosure

“RECOMMENDED MOTION: That the Levittown Board of Education does, hereby, approve the following schedules:

- 1001 “Resignations/Terminations, Certified Personnel”
- 1002 “Resignations/Terminations, Non-Instructional Personnel”
- 1003 “Appointments, Certified Personnel”
- 1004 “Consultants”
- 1005 “Appointments, Non-Instructional Personnel”

V. MOTION TO ADJOURN

LEVITTOWN UNION FREE SCHOOL DISTRICT
SUMMARY OF CASH RECEIPTS AND CASH DISBURSEMENTS
FOR THE MONTH ENDED MARCH 2024

	GENERAL FUND	TRUST & CUSTODIAL FUND	CAFETERIA FUND	FEDERAL AID FUND	MISC SPECIAL REVENUE	CAPITAL FUND	TOTAL
BEGINNING BALANCE	97,702,590	-	1,661,687	1,169,997	460,489	15,500,796	116,495,559
CASH RECEIPTS	54,060,797	668,935	329,268	800,411	30,402	537,996	56,427,808
TOTAL	151,763,387	668,935	1,990,954	1,970,408	490,891	16,038,792	172,923,367
LESS DISBURSEMENTS	(44,195,214)	(668,935)	(392,489)	(386,980)	(1,398)	(1,023,881)	(46,668,897)
ENDING BALANCE	107,568,172	-	1,598,466	1,583,428	489,494	15,014,910	126,254,470
<u>CASH BALANCES: RATE:</u>							
MONEY MARKET SAVINGS	107,171,238	-	1,598,466	1,583,428	489,494	15,033,702	123,788,367
CHECKING ACC.	396,935	-	-	-	-	(18,792)	2,466,102
TOTAL CASH	107,568,172	-	1,598,466	1,583,428	489,494	15,014,910	126,254,470

Treasurer of School District:



LEVITTOWN UNION FREE SCHOOL DISTRICT
SUMMARY OF CASH RECEIPTS
FOR THE MONTH OF MARCH 2024

	TOTAL	GENERAL FUND	TRUST & CUSTODIAL FUND	CAFETERIA FUND	SPECIAL REVENUE FUND	FEDERAL AID FUND	GENERAL FUND	CAPITAL From Capital Reserve	BOND ISSUE
PROPERTY TAXES	-	-							
SCHOOL TAX RELIEF REIMB	-	-							
STATE AID BASIC FORMULA	30,427,410	30,427,410							
STATE AID TEXTBOOK	596,800	596,800							
STATE AID BOCES	-	-							
OTHER STATE & FEDERAL AID	888,006	(7,548)	-	98,354		797,201			
OTHER STATE AID-SMART SCHOOL BOND FD	-	-							
TUITION - INDIVIDUALS	-	-							
DRIVER'S EDUCATION	(570)	(570)							
SUMMER MUSIC PROGRAM	799	799							
ADULT EDUCATION	2,791	2,791							
AFTER SCHOOL PROGRAM	79,369	79,369							
BEFORE SCHOOL PROGRAM	41,864	41,864							
SUMMER SCHOOL TUITION	21,346	21,346							
TUITION/OTHER DISTRICTS	38,993	38,993							
HEALTH SERVICES	-	-							
INTEREST INCOME	353,302	311,823			272	3,211		37,996	
RENTAL OF REAL PROPERTY	170,103	170,103							
MUSIC INSTRUMENT RENTAL	-	-							
DANCE PROGRAM	225	225							
TEACHER CENTER	-	-							
OTHER REVENUES	33,355	33,355							
SCHOLARSHIP DONATIONS/void checks	30,130				30,130				
TRUST & AGENCY FUNDS	-	-							
SALE OF FOOD	230,914	-	-	230,914					
ACCTS RECEIVABLE	-	-							
RESERVE FOR WORKER'S COMP.	-	-							
REFUNDS & OTHER INCOME	-	-							
CAPITAL PROJ.-BUDGET TRANSFER	-	-							
CAPITAL PROJ.-BUDGET TRANSFER	-	-							
CAPITAL PROJ.-PLAYGROUND REPLACEMENT	-	-							
DUE TO/FROM OTHER FUNDS	-	-	-						
REIMBURSEMENT	35,927	35,927			-				
DUE FROM FED. & STATE GOV'T.	-	-							
DUE FROM OTHER GOV'T.	-	-							
COLLECTION IN ADVANCE	-	-							
PAYROLL ADJUSTMENTS	50	50							
NYS AID (DUE TO OTHER FUND)	895,555	895,555							
TRANSFR BETWEEN BANK ACCTS.	21,787,009	21,287,009	-					500,000	
MEDICAL INS. PAYMENTS	117,819	117,819							
L.P. LIBRARY PAYMENT	668,935		668,935						
EXTRACLASSROOM ACTIVITIES	7,678	7,678							
EXTRACLASS-DIV. FUND COLLECTED	-	-							
SPECIAL FUND BEG. BALANCE ADJ.	-	-							
TAN AND PREMIUM ON OBLIGATIONS	-	-	-						
NYS UNEMPLOYMENT INS. REFUNDE	-	-							
INTERFUND TRANSFERS	-	-		-					
GASB 84 TFR FROM TE TO CM FUND	-	-							
TOTAL	56,427,808	54,060,797	668,935	329,268	30,402	800,411	-	537,996	-

LEVITTOWN UNION FREE SCHOOL DISTRICT
CUMULATIVE REVENUE REPORT FOR THE GENERAL FUND
FOR THE 09 MONTH ENDED MARCH 2024

	2023-2024 BUDGETED REVENUE	2023-2024 BUDGET ADJUSTMENTS	2023-2024 REVISED BUDGET	REVENUE RECEIVED TO DATE	UPDATED REVENUE ANTICIPATED	TOTAL REVENUE FOR YEAR
PROPERTY TAXES RECEIVABLE	154,274,629	-	154,274,629	69,419,525	84,855,104	154,274,629
STAR AID	-	-	-	15,829,057	(15,829,057)	-
STATE AID BASIC FORMULA	73,147,127	-	73,147,127	59,363,319	13,783,808	73,147,127
TEXTBOOK, LIBRARY, SOFTWARE AID	-	-	-	709,500	(709,500)	-
STATE AID BOCES	5,570,260	-	5,570,260	1,348,405	4,221,855	5,570,260
OTHER STATE & FEDERAL AID	75,000	-	75,000	1,166,690	(1,091,690)	75,000
TUITION - INDIVIDUALS-DAY SCHOOL	-	-	-	-	-	-
DRIVER EDUCATION TUITION	45,000	-	45,000	82,010	(37,010)	45,000
SUMMER MUSIC PROGRAM	-	-	-	1,039	(1,039)	-
ADULT EDUCATION	-	-	-	21,429	(21,429)	-
SUMMER SCHOOL TUITION	-	-	-	22,466	(22,466)	-
AFTER SCHOOL PROGRAM	500,000	-	500,000	539,718	(39,718)	500,000
BEFORE SCHOOL PROGRAM	232,000	-	232,000	302,336	(70,336)	232,000
TUITION/OTHER DISTRICTS	300,000	-	300,000	184,800	115,200	300,000
HEALTH SERVICES	-	-	-	-	-	-
INTEREST INCOME	100,000	-	100,000	2,357,780	(2,257,780)	100,000
RENTAL OF REAL PROPERTY	2,590,950	-	2,590,950	1,493,440	1,097,510	2,590,950
MUSIC INSTRUMENT RENTAL	-	-	-	120,878	(120,878)	-
OTHER REVENUES	2,601,500	-	2,601,500	5,047,607	(2,446,107)	2,601,500
PREMIUM ON OBLIGATIONS -TAN	-	-	-	-	-	-
REVERSAL OF RECEIVABLE	-	-	-	-	-	-
RESERVE BALANCE	-	-	-	-	-	-
FUND BALANCE	9,900,000	-	9,900,000	9,900,000	-	9,900,000
INTERFUND TRANSFER-OTHER FUNDS	2,406,440	-	2,406,440	2,406,440	(3,000,000)	(593,560)
INTERFUND TRANSFER-EBLAR	50,000	-	50,000	50,000	-	50,000
TOTAL	251,792,906	-	251,792,906	170,366,441	78,426,465	248,792,906

Attachment: Treasurers Report March 2024 (5297 : Business Office Reports)

Ernest Patrick Smith
Lauren M. Agunzo
John K. Hoffman
Michael E. Nawrocki



CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

4.1.b
Darin V. Jacobson
David M. Tellier
Christopher Angotta

May 6, 2024

VIA EMAIL

Mr. Michael Fabiano
Assistant Superintendent for Business & Finance
Levittown Union Free School District
150 Abbey Lane
Levittown, NY 11756

Re: Claims Audit Report for April 2024

Dear Mr. Fabiano:

Enclosed please find a copy of our Claims Audit Report for April 2024. Please distribute a copy to Administration and distribute a copy to each of the Board members of the Levittown Union Free School District.

Thank you for your assistance in this matter.

Sincerely yours,

Lauren M. Agunzo

Lauren M. Agunzo, CPA

Enclosure

Attachment: April 2024 Claims Report 5-6-24 (5297 : Business Office Reports)



CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS CONSULTANTS

May 6, 2024

VIA EMAIL

Board of Education
Levittown Union Free School District
150 Abbey Lane
Levittown, NY 11756

***Re: Claims Audit Report for the Month of
April 1, 2024 through April 30, 2024***

Board of Education:

We have completed our claims auditing services to the Levittown Union Free School District covering the time period of April 1, 2024 through April 30, 2024. The services we performed, as outlined within our proposal, include reviewing all claims against the District. The purpose of this report is to update the Board of Education on work performed to date, our findings, and recommendations.

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

Claims Audit Services

Exhibits

CLAIMS AUDIT SERVICES

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

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

Attachment: April 2024 Claims Report 5-6-24 (5297 : Business Office Reports)

NawrockiSmith

Board of Education
Levittown Union Free School District
May 6, 2024
Page 2

Re: *Claims Audit Report for the Month of*
April 1, 2024 through April 30, 2024

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

Over the time period April 1, 2024 through April 30, 2024 we have audited **346** claims against the District in the amount of **\$15,701,280.05** (See attached Exhibit I). We made inquiries and/or observations into **5** claims in the amount of **\$900.61**. It should be noted that currently, there are no outstanding inquiries in regard to the audit of claims made against the District for the period of July 1, 2023 through April 30, 2024. We have summarized the inquiries and/or observations as well as the resolutions within Exhibit II.

Please note that for comparative purposes, we have attached Exhibit II – “Summary of Inquiries/Resolutions” for each of the prior months.

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We trust that the foregoing comments are clear. If you have any questions or you would like to discuss this matter further, please contact me at 631-756-9500.

Very truly yours,

Nawrocki Smith LLP

Attachment: April 2024 Claims Report 5-6-24 (5297 : Business Office Reports)

Claims Audit By FundLevittown Union Free School DistrictExhibit I**Legend:**

A - General	H - Capital
C - Cafeteria	HE - Capital
CM - Spec. Rev.	HEX - Capital
F - Federal	TC - Trust Custodial

Apr-24

Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
04/12/24	04/15/24	76	A	168	2,587,372.17	4	574.49	4	-	186739-186906
04/12/24	04/15/24	78	A	10	5,443,741.85	-	-	-	-	669-672; 186735-186738; 300861-300862
04/12/24	04/15/24	19	C	4	359,704.58	-	-	-	-	5511-5514
04/12/24	04/15/24	19	CM	2	1,500.00	-	-	-	-	1953-1954
04/12/24	04/15/24	19	F	17	146,295.94	1	326.12	1	-	16836-16852
04/12/24	04/15/24	19	HEX	4	63,045.31	-	-	-	-	1754-1757
TOTAL				205	\$ 8,601,659.85	5	\$ 900.61	5	-	

Warrant Date	Audit Date	Warrant #	Fund	# of Checks	\$ Value of Checks	# of Inquiries	\$ Value of Inquiries	# of Resolved Inquiries	# of Outstanding Inquiries	Check Sequence
04/19/24	05/01/24	79	A	114	345,912.81	-	-	-	-	Voids; 186918-187028
04/19/24	05/01/24	80	A	1	92,229.60	-	-	-	-	300863
04/30/24	05/01/24	82	A	19	5,755,158.44	-	-	-	-	673-679; 186907-186917; 300864
04/19/24	05/01/24	20	C	1	107.89	-	-	-	-	5515
04/19/24	05/01/24	20	F	4	220,396.17	-	-	-	-	16853-16856
04/19/24	05/01/24	20	HEX	1	16,880.29	-	-	-	-	1758
04/16/24	05/01/24	20	TC	1	668,935.00	-	-	-	-	50029
TOTAL				141	\$ 7,099,620.20	-	\$ -	-	-	

GRAND TOTAL				346	\$ 15,701,280.05	5	\$ 900.61	5	-	
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Attachment: April 2024 Claims Report 5-6-24 (5297 : Business Office Reports)

Levittown Union Free School District
Claims Audit - Analysis by Number of Inquiries & Dollar Value
Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims
Exhibit II
2023 / 2024 YTD

Reason For Inquiry	Resolution	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
Discount not applied	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Duplicate payment	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Adjust next invoice	- 0.00%	- 0.00%	2 0.43%	2 0.40%	1 0.25%	- 0.00%
Incorrect check amount	Check on hold	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Check voided	1 0.26%	- 0.00%	- 0.00%	- 0.00%	2 0.51%	1 0.10%
Incorrect remittance address	Address verified	3 0.78%	5 1.50%	4 0.86%	6 1.19%	- 0.00%	- 0.00%
Incorrect vendor name	Check voided	- 0.00%	- 0.00%	- 0.00%	1 0.20%	- 0.00%	- 0.00%
Insufficient supporting documentation	Pending	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Documentation provided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Check voided	1 0.26%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoice date precedes purchase order date	Noted by Business Office	2 0.52%	3 0.90%	5 1.07%	4 0.79%	1 0.25%	3 0.30%
Invoice over 90 days outstanding	Verified not a duplicate payment	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	4 0.40%
Missing receiving or approval signature	n/a	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Not an original invoice or receipt	Copy or fax accepted	1 0.26%	- 0.00%	- 0.00%	- 0.00%	2 0.51%	- 0.00%
Paid late fees	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Check voided	- 0.00%	3 0.90%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Adjust next invoice	- 0.00%	- 0.00%	- 0.00%	1 0.20%	1 0.25%	- 0.00%
Paid sales tax	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Receipts not itemized	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	1 0.25%	- 0.00%
Includes non-reimbursable expenses	Check voided	- 0.00%	1 0.30%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Missing receipts	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Total Number (#) of Inquiries		8 2.08%	12 3.59%	11 2.36%	14 2.78%	8 2.02%	8 0.75%
Total Claims Audited		385 100.00%	334 100.00%	467 100.00%	504 100.00%	396 100.00%	1,011 100.00%
Total Outstanding Inquiries		none	none	none	none	none	none

Reason For Inquiry	Resolution	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
Discount not applied	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Duplicate payment	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Adjust next invoice	- 0.00%	- 0.00%	25,440.51 0.14%	283,629.35 1.49%	301.51 0.00%	- 0.00%
Incorrect check amount	Check on hold	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Check voided	80.00 0.00%	- 0.00%	- 0.00%	- 0.00%	7,614.04 0.04%	82.80 0.00%
Incorrect remittance address	Address verified	15,393.50 0.13%	17,605.73 0.19%	7,837.95 0.04%	13,686.73 0.07%	- 0.00%	- 0.00%
Incorrect vendor name	Check voided	- 0.00%	- 0.00%	- 0.00%	1,041.73 0.01%	- 0.00%	- 0.00%
Insufficient supporting documentation	Pending	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Documentation provided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Check voided	12,500.00 0.10%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoice date precedes purchase order date	Noted by Business Office	603.50 0.00%	3,430.00 0.04%	5,863.87 0.03%	5,605.97 0.03%	97.00 0.00%	12,187.68 0.00%
Invoice over 90 days outstanding	Verified not a duplicate payment	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	2,427.09 0.01%
Missing receiving or approval signature	n/a	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Not an original invoice or receipt	Copy or fax accepted	177.50 0.00%	- 0.00%	- 0.00%	- 0.00%	1,566.04 0.01%	- 0.00%
Paid late fees	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Check voided	- 0.00%	2,819.07 0.03%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Adjust next invoice	- 0.00%	- 0.00%	- 0.00%	15.84 0.00%	32.62 0.00%	- 0.00%
Paid sales tax	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Receipts not itemized	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	26.11 0.00%	- 0.00%
Includes non-reimbursable expenses	Check voided	- 0.00%	45.00 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Missing Receipts	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Total Value (\$) of Inquiries		\$ 28,754.50 0.24%	\$ 23,899.80 0.25%	\$ 39,142.33 0.21%	\$ 303,979.62 1.60%	\$ 9,637.32 0.05%	\$ 14,697.57 0.07%
Total Claims Audited		\$ 12,076,918.14 100.00%	\$ 9,401,667.16 100.00%	\$ 18,392,412.30 100.00%	\$ 19,034,574.61 100.00%	\$ 19,716,950.08 100.00%	\$ 20,836,667.34 100.00%
Total Outstanding Inquiries		none	none	none	none	none	none

Attachment: April 2024 Claims Report 5-6-24 (5297 : Business Office Reports)

Levittown Union Free School District
Claims Audit - Analysis by Number of Inquiries & Dollar Value
Summary of Inquiries / Resolutions and Percentage of Total Claims & Dollar Value of Claims
Exhibit II
2023 / 2024 YTD

Reason For Inquiry	Resolution	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Discount not applied	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Duplicate payment	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Adjust next invoice	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Check on hold	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Check voided	- 0.00%	1 0.18%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect remittance address	Address verified	7 1.36%	1 0.18%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect vendor name	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Pending	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Documentation provided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoice date precedes purchase order date	Noted by Business Office	7 1.36%	3 0.54%	3 0.65%	3 0.87%	- 0.00%	- 0.00%
Invoice over 90 days outstanding	Verified not a duplicate payment	1 0.19%	- 0.00%	- 0.00%	1 0.29%	- 0.00%	- 0.00%
Missing receiving or approval signature	n/a	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Not an original invoice or receipt	Copy or fax accepted	- 0.00%	1 0.18%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid late fees	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Check voided	- 0.00%	- 0.00%	- 0.00%	1 0.29%	- 0.00%	- 0.00%
Paid sales tax	Adjust next invoice	- 0.00%	- 0.00%	1 0.22%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Receipts not itemized	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Includes non-reimbursable expenses	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Missing receipts	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Total Number (#) of Inquiries		15 2.92%	6 1.07%	4 0.87%	5 1.45%		
Total Claims Audited		513 100.00%	560 100.00%	460 100.00%	346 100.00%		
Total Outstanding Inquiries		none	none	none	none		

Reason For Inquiry	Resolution	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Discount not applied	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Duplicate payment	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Adjust next invoice	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Check on hold	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect check amount	Check voided	- 0.00%	5,433.99 0.03%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect remittance address	Address verified	20,222.05 0.09%	340.00 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Incorrect vendor name	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Pending	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Documentation provided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Insufficient supporting documentation	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Invoice date precedes purchase order date	Noted by Business Office	2,770.84 0.01%	9,832.95 0.05%	2,509.00 0.01%	217.93 0.00%	- 0.00%	- 0.00%
Invoice over 90 days outstanding	Verified not a duplicate payment	181,280.74 0.84%	- 0.00%	- 0.00%	326.12 0.00%	- 0.00%	- 0.00%
Missing receiving or approval signature	n/a	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Not an original invoice or receipt	Copy or fax accepted	- 0.00%	264.00 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid late fees	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Check voided	- 0.00%	- 0.00%	- 0.00%	356.56 0.00%	- 0.00%	- 0.00%
Paid sales tax	Adjust next invoice	- 0.00%	- 0.00%	30.89 0.00%	- 0.00%	- 0.00%	- 0.00%
Paid sales tax	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Receipts not itemized	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Includes non-reimbursable expenses	Check voided	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Missing Receipts	Noted by Business Office	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Total Value (\$) of Inquiries		\$ 204,273.63 0.94%	\$ 15,870.94 0.08%	\$ 2,539.89 0.01%	\$ 900.61 0.01%		
Total Claims Audited		\$ 21,698,040.82 100.00%	\$ 19,855,140.31 100.00%	\$ 23,228,515.36 100.00%	\$ 15,701,280.05 100.00%		
Total Outstanding Inquiries		none	none	none	none		

Attachment: April 2024 Claims Report 5-6-24 (5297 : Business Office Reports)

Levittown Union Free School District

Business Office

REQUEST FOR BUDGET TRANSFER

To: Board of Education
 From: Craig Cammarata
 Cc:
 Date: 5/2/24
 Subject: Budget Transfers over \$10,000 for BOE approval

Please authorize the following transfers for the 5/21/24 Board of Education Meeting:

No.	Code Description From	Code From	Amount	Code Description To	Code To
1	Maintenance heat & vent supplies	A 1621 4550 00 1610	\$20,000	Maintenance Electric/plumbing supplies	A 1621 4540 00 1610
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Reason: Funds needed to purchase districtwide electric/plumbing supplies

Requested by (print): Craig Cammarata

Requestor by (signature): 

Date 5/2/24

REVIEWED BY: 
 Assistant Superintendent for Business

Date

REVIEWED BY: _____
 Superintendent

Date

REVIEWED BY: _____
 Board of Education (President)

Date

FOR BUSINESS OFFICE USE ONLY

COMPLETED BY: _____ BT#: _____ DATE RETURNED: _____

Levittown Union Free School District

Business Office

REQUEST FOR BUDGET TRANSFER

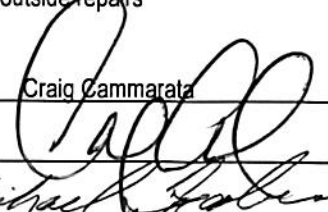
To: Mr. Todd Winch, Superintendent
 From: Craig Cammarata
 Cc:
 Date: 5/13/2024
 Subject: Budget Transfers over \$10,000 for BOE approval

Please authorize the following transfers for the May 21, 2024 Board of Education Meeting:

No.	Code Description From	Code From	Amount	Code Description To	Code To
1	Transportation Tire	5510.5740-00-0000	\$24,000	Trans Bus Repair/Outside	5510.4680-00-0000
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Reason: Funds needed for the outside repairs

Requested by (print): Craig Cammarata

Requestor by (signature): 

REVIEWED BY: 
 Assistant Superintendent for Business

Date 5/13/24
 Date 5/15/24

REVIEWED BY: _____
 Superintendent

Date _____

REVIEWED BY: _____
 Board of Education (President)

Date _____

FOR BUSINESS OFFICE USE ONLY

COMPLETED BY: _____ BT#: _____ DATE RETURNED: _____

Attachment: Budget Transfer 5 13 24 (5295 : Budget Transfers)

Levittown Union Free School District

Business Office

4.2.c

REQUEST FOR BUDGET TRANSFER

To: Board of Education
From: Michael Fabiano, Assistant Superintendent for Business
Cc: Todd Winch, Superintendent
Date: May 16, 2024
Subject: Budget Transfers over \$10,000 for BOE approval

Please authorize the following transfers:

No.	Code Description From	Code From	Amount	Code Description To	Code To
1	EMP BENEFITS HEALTH INS	A9060.8000.00.0000	\$150,000.00	GENERAL COUNSEL EXPENSES	A1420.4000.00.0000

Reason: To adjust for general counsel expenses.

Requested by (print): Linda Dolecek

Requestor by (signature): 

Date: 5/16/2024

REVIEWED BY: 
Assistant Superintendent for Business

Date: 5/16/2024

REVIEWED BY: _____
Superintendent

Date

REVIEWED BY: _____
Board of Education (President)

Date

FOR BUSINESS OFFICE USE ONLY

COMPLETED BY: _____ BT#: _____ DATE RETURNED: _____

Attachment: Budget Transfer 5 16 24 (5295 : Budget Transfers)

Levittown Public Schools

CONTRACT REQUEST FORM

Only the Board of Education is authorized to enter into contracts for the District. Please use this form when you need to get a vendor approved to perform services for the District. Please leave enough lead time in the process. The contract must go to the Board of Education prior to the services being performed. Additionally, a Purchase Order must be completed in Finance Manager (which can be done prior to contract approval). Once the Board of Education approves the contract, please include the date approved in the body of your Purchase Order (it streamlines the PO approval process and the audit of District payments). Thank You.

Vendor Name: VSC Electric

Date(s) of Service: 6/26/24 – 9/1/26

Description of Services: Districtwide PA & FA System

Rate for Services: \$12,978,000

Annual Estimate Cost at time of approval: \$12,978,000

Prior Year Rate for Services: n/a

Administrator Requesting: Mike Fabiano

Is the contract signed by the other party: Yes No
 Is the contract dated by the other party: Yes No
 Are there any attachments? Yes No

Budget Code (on purchase order): HEX1620-2930
 HEX2110.2401

Purchase order # TBD

Routing:

1. Department Administrator

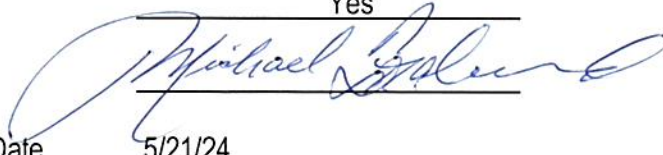
2. Attorney Review

3. Business Office Review

4. Board of Education Meeting Date 5/21/24



Yes



This cover sheet should be sent to the business office OR to the superintendent's office when a contract is sent over for approval

After Board Meeting, please return form to: Sue Tam

Attachment: VSC Electric (5300 : Contract with VSC Electric)

**AGREEMENT
BETWEEN**

**OWNER AND CONTRACTOR
where the basis of payment is a
STIPULATED SUM**

AGREEMENT made as of the **SIXTEENTH** day of **APRIL** in the year of **TWO THOUSAND TWENTY-FOUR**

BETWEEN the Owner: (Name and address)	LEVITTOWN PUBLIC SCHOOLS LEVITTOWN MEMORIAL EDUCATION CENTER 150 ABBEY LANE LEVITTOWN, NEW YORK 11756
and the Contractor: (Name and address)	VSC ELECTRIC, INC. 322 THIRD AVENUE BAYPORT, NEW YORK 11705
The Project: (Name and location)	2023/2024 CAPITAL IMPROVEMENT PROGRAM SED No.: 28-02-05-03-0-001-025 - Memorial Ed. Center SED No.: 28-02-05-03-0-002-027 - Jonas E. Salk MS SED No.: 28-02-05-03-0-003-033 - Division Avenue HS SED No.: 28-02-05-03-0-005-019 - Summit Lane ES SED No.: 28-02-05-03-0-008-021 - Northside School SED No.: 28-02-05-03-0-009-017 - Lee Road ES SED No.: 28-02-05-03-0-011-022 - Wisdom Lane MS SED No.: 28-02-05-03-0-013-018 - Gardiners Avenue ES SED No.: 28-02-05-03-0-014-021 - East Broadway ES SED No.: 28-02-05-03-0-015-019 - Abbey Lane School SED No.: 28-02-05-03-0-018-034 - Douglas MacArthur HS
Contract No.:	CONTRACT NO. 1 – FIRE ALARM AND PA SYSTEMS
Construction Manager: (Name and Address)	PARK EAST CONSTRUCTION CORPORATION 266 EAST JERICHO TURNPIKE SOUTH HUNTINGTON, NEW YORK 11729
The Architect: (Name and address)	JOHN A. GRILLO, ARCHITECT P.C. 1213 MAIN STREET PORT JEFFERSON, NEW YORK 11777

The Owner and Contractor agree as set forth below.

Attachment: VSC Electric (5300 : Contract with VSC Electric)

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, specifications, Addenda issued prior to execution of this Agreement, the Bidding Documents, other documents listed in Article 9 of this Agreement and Modifications issued after execution of this Agreement. The Bidding Documents are comprised of all bid-related documents including, but not limited to, the Notice to Bidders, the Instructions to Bidders, Bid Proposal Form. The Contract Documents form the Contract, and are a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than Modifications, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall execute the entire Work described in the Contract Documents or reasonably inferable by the Contractor as necessary to produce the results intended by the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others. A schedule of Work is annexed hereto as Exhibit 1 and incorporated herein by reference. Completion of the Work must be in accordance with the Schedule of Work.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 The dates of commencement of the Work and substantial completion of the work of this Contract shall be in accordance with the schedule set forth below:

COMMENCEMENT DATE:	June 26, 2024
COMPLETION DATE	September 1, 2026

The Contract Time is measured from the Commencement Date.

3.2 Time is of the essence respecting the Contract Documents and all obligations thereunder.

3.3 Upon the execution of this Agreement, the Contractor shall provide the Owner with copies of all Contracts entered into between the Contractor and Subcontractors, including material suppliers. The Contractor's obligation to provide the Owner with said Contracts shall continue for the duration of the Project.

ARTICLE 4 CONTRACT SUM

4.1 The Owner shall pay the Contractor in current funds for the Contractor's performance of the Contract the Contract Sum of **TWELVE MILLION NINE HUNDRED SEVENTY-EIGHT THOUSAND DOLLARS (\$12,978,000.00)** subject to additions and deductions as provided in the Contract Documents.

4.2 The Contract Sum is based upon the following BASE BID AND ALTERNATES, if any, which are described in the Bid Proposal Form (attached hereto [*Notes not attached]) and are hereby accepted by the Owner:

BASE BID

\$12,978,000.00

ARTICLE 5 PROGRESS PAYMENTS

5.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

5.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

All progress payments shall be based upon an estimate and a certificate, made by the Architect, of the materials furnished, installed and suitably stored at the site and the Work done by the Contractor, and payment shall be made in installments of ninety-five percent (95%) of the amount certified as earned so that, at the completion of the work, there will be a retainage of five percent (5%) of the Total Contract Sum. Retainage shall be paid to the Contractor upon final completion of the Work of this Contract.

All progress payments made previous to the last and final payment shall be based on estimates and the right is hereby reserved by the Architect for the Owner to make all due and proper corrections in any payment for any previous error.

The Contractor shall submit with each application for payment the following:

1. A current Sworn Statement from the Contractor setting forth all Subcontractors, including material men with whom the Contractor has subcontracted, the amount of such subcontract, the amount requested for any Subcontractor including any material men in the application for payment and the amount to be paid to the Contractor from such progress payment;

2. Commencing with the second (2nd) Application for Payment submitted by the Contractor, duly executed so-called "after the fact" waivers of mechanics' and material men's liens

Attachment: VSC Electric (5300 : Contract with VSC Electric)

from all Subcontractors, including material men and, when appropriate Subcontractors, establishing receipt of payment or satisfaction of payment of all amounts requested on behalf of such entities and disbursed prior to submittal by the Contractor of the current Application for Payment, plus sworn statements from all Subcontractors, including material men and, where appropriate, from Sub-subcontractors, covering all amounts described in this Paragraph 5.2; and

3. Such other information, documentation and materials as the Owner or the Architect may require.

5.3 Payment shall not be released to the Contractor until the Owner receives the following documentation:

1. Certified payroll for employees and employees of Subcontractors performing work on the Project.
2. Copies of invoices submitted to the Contractor by its Subcontractors including material suppliers.

ARTICLE 6 **FINAL PAYMENT**

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when (1) the Contract has been fully performed including compliance with all provisions of the Contract Documents except for the Contractor's responsibility to correct nonconforming Work under Article 15(B) of the General Conditions of the Contract for Construction ("General Conditions") and to satisfy other requirements, if any, which necessarily survive final payment; and (2) a final Certificate for Payment has been issued by the Architect. Final payment shall be made by the Owner not more than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows or as soon thereafter as is practicable.

ARTICLE 7 **MISCELLANEOUS PROVISIONS**

7.1 Where reference is made in this Agreement to a provision of the General Conditions or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

7.2 The Contractor represents and warrants the following to the Owner (in addition to any other representations and warranties contained in the Contract Documents) as an inducement to the Owner to execute this Agreement, which representations and warranties shall survive the execution and delivery of this Agreement, any termination of this Agreement and the final completion of the Work:

1. that it and its Subcontractors are financially solvent, able to pay all debts as they mature and possess sufficient working capital to complete the Work and perform all obligations hereunder;

2. that it is able to furnish the plant, tools, materials, supplies, equipment and labor required to compete the Work and perform its obligations hereunder;

3. that it is authorized to do business in the State of New York and the United States and properly licensed by all necessary governmental and public and quasi-public authorities having jurisdiction over it and over the Work and the Project;

4. that its execution of this Agreement and its performance thereof is within its duly authorized powers;

5. that its duly authorized representative has visited the site of the Project, is familiar with the local and special conditions under which the Work is to be performed and has correlated on-site observations with the requirements of the Contract Documents; and

6. that it possesses a high level of experience and expertise in the business administration, construction, construction management and superintendence of projects of the size, complexity and nature of this Project, and that it will perform the Work with the care, skill and diligence of a contractor with such experience.

7.3 The foregoing warranties are in addition to, and not in lieu of, any and all other liability imposed upon the Contractor by law with respect to the Contractor's duties, obligations and performance hereunder. The Contractor's liability hereunder shall survive the Owner's final acceptance of and payment for the Work. All representations and warranties set forth in the Contract, including without limitation the representations and warranties set forth in this Article 7, shall survive the final completion of the Work or the earlier termination of this Contract. The Contractor acknowledges that the Owner is relying upon the Contractor's skill and experience in connection with the Work called for hereunder.

7.4 Insurance coverage shall be evidenced by proof of insurance acceptable to the Architect and Owner. "ACORD" or other blanket forms are not acceptable unless accompanied by a letter of transmittal from the carrier stating that the Certificate was issued pursuant to its authorization and that the insurance coverage set forth therein is fully paid for and in full force and effect, together with appropriate and/or required endorsement to the policy. In addition to the submission of proof of Insurance, the Contractor is required to submit copies of its insurance policies as a precondition to commencing any Work. Owner & Architect must be named as Additional Insureds.

ARTICLE 8

TERMINATION OR SUSPENSION

8.1 The Contract may be terminated by the Owner as provided in the General Conditions.

8.2 The Work may be suspended by the Owner as provided in the General Conditions.

ARTICLE 9

ENUMERATION OF CONTRACT DOCUMENTS

9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated as follows:

9.1.1 The Agreement is this executed Agreement Between Owner and Contractor.

9.1.2 The General Conditions are the General Conditions of the Contract for Construction as set forth in the Project Manual.

9.1.3 The Specifications are as set forth in the Project Manual and indexed in Exhibit hereto.

APRIL 8, 2024

9.1.4 The Drawings are those as indexed in the Project Manual, and are as follows:

9.1.5 The Addenda, if any, are as follows:

ADDENDUM NO. 1 – DATED APRIL 1, 2024

ADDENDUM NO. 2 – DATED APRIL 4, 2024

Attachment: VSC Electric (5300 : Contract with VSC Electric)

TABLE OF CONTENTSLEVITTOWN UFSD2023-2024 CAPITAL IMPROVEMENT PROGRAMBIDDING REQUIREMENTS (ALL CONTRACTS)

- ADDITIONAL SAFETY STANDARDS FOR SCHOOL CONSTRUCTION & MAINTENANCE PROJECT
- CONTRACTOR'S NOTE

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INSTRUCTIONS TO BIDDERS	3-8
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NON COLLUSIVE FORM	12-13
INSURANCE CERTIFICATION	14-16
JAG HOLD HARMLESS	17
NON DISCRIMINATION STATEMENT	18-19
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DECLARATION OF BIDDERS	22-23
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SEXUAL HARASSMENT CERTIFICATION	33
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	1B – TEMPORARY SERVICES	49
	1C – SAMPLES OF BOND & INSURANCE FORMS	50
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<u>SECTION</u>	16A- ELECTRIC	
	16B- FIRE ALARM	
	16C-FIRE ALARM MASS NOTIFICATION	

DISTRICT WIDE ASBESTOS AND LEAD REPORTSAPPENDIX A - GENERAL CONDITIONS

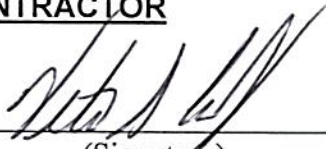
This Agreement is entered into as of the day and year first written above and is executed in at least three original copies of which one is to be delivered to the Contractor, one to the Architect for use in the administration of the Contract, and the remainder to the Owner.

LEVITTOWN PUBLIC SCHOOLS
OWNER

By _____
 (Signature) President

 (Printed Name and Title)

VSC ELECTRIC, INC.
CONTRACTOR

By  _____
 (Signature)

 President
 (Printed Name and Title)

Levittown Public Schools

CONTRACT REQUEST FORM

Only the Board of Education is authorized to enter into contracts for the District. Please use this form when you need to get a vendor approved to perform services for the District. Please leave enough lead time in the process. The contract must go to the Board of Education prior to the services being performed. Additionally, a Purchase Order must be completed in Finance Manager (which can be done prior to contract approval). Once the Board of Education approves the contract, please include the date approved in the body of your Purchase Order (it streamlines the PO approval process and the audit of District payments). Thank You.

Vendor Name: US Medical Staffing

Date(s) of Service: 7/1/24 – 6/30/25

Description of Services: Medical Services

Rate for Services: \$65.00 an hour for nurses

Annual Estimate cost at time of approval: \$64.00 an hour for nurses

Prior Year Rate for Services: N/A

Administrator Requesting: Michele Ortiz

Is the contract signed by the other party: X
Yes No

Is the contract dated by the other party: X
Yes No

Are there any attachments? X
Yes No

Budget Code (on purchase order): A28154000000000

Purchase order # in July

Routing:

1. Attorney review: Yes
2. Department Administrator Michele Ortiz
3. Business Office Review Michael J. [Signature]
4. Board of Education Meeting date 08/2024 May 21, 2024

Return to: Office of Assessments – Arlene Mege

Attachment: US Medical Staffing (5286 : Contract for Nursing Services)



HEALTHCARE AGREEMENT

This supplemental healthcare personnel Agreement [hereinafter "Agreement"], dated 4/18, 2024 made and entered between Levittown Public Schools ("Client" OR "District"), and **US Medical Staffing, LLC** (hereinafter "Agency") for the 2024/2025 school year.

WHEREAS Client operates a medical Facility requiring Supplemental Staff.

WHEREAS The Agency is a staffing company with the ability to provide supplemental Healthcare personnel [hereinafter "Supplemental Staff"] for the purpose of providing health services to patients of Facility; and

1. Term: This Agreement shall commence when signed by both authorized representatives of the Facility and The Agency and shall continue indefinitely, unless sooner terminated as provided herein.
2. Standard of Performance: In performing its obligations under this Agreement, The Agency shall act in good faith and with reasonable diligence. Facility and The Agency agree and acknowledge that their mutual goal is for Facility to provide quality health care to patients of Facility in a professional, efficient and economic manner and that Facility has entered into this Agreement with The Agency for the purpose of providing such health care to its patients.

Purpose of Agreement:

This Agreement is entered into in order to provide Facility with supplemental staffing of healthcare professionals commensurate with Facility's need for said services. The Agency shall use its best efforts to provide healthcare professionals to furnish sufficient full and part-time Supplemental Staff to the Facility. All Supplemental Staff engaged under this Agreement shall render their services to the Facility pursuant to the instruction and direction of Facility's administration to whom they shall report. All Supplemental Staff shall be subject to all applicable policies and procedures of the Facility.

3. Obligations of The Agency
 - a. The Agency agrees that it shall ensure that all Supplemental Staff provided to Facility are fully familiar with Facility's policies, Facility's job description, Facility's protocols and

established standards of care. However, any onsite orientation of Supplemental Staff shall be the Facility's responsibility.

- b. The Agency shall insure that all Supplemental Staff are appropriately licensed or certified and registered to practice as a healthcare professional.
- c. The Agency shall ensure that all Supplemental Staff have complied with the Immigration Reform and Control Act of 1986. The Agency shall provide the Facility with satisfactory evidence of such compliance for each healthcare professional.
- d. The Agency hereby warrants and represents that it has performed a reasonable and prudent background investigation of all Supplemental Staff, including requiring that each applicant disclose any conviction whether criminal or any other offence, in their initial employment application.

4. The Agency Compliance: The Agency further warrants and represents that Supplemental Staff provided to Facility hereunder shall be oriented as set forth herein and has been advised of the pertinent conditions of this agreement and has agreed to be bound thereby.

5. Payment:

- a. The Facility agrees to compensate The Agency in the amount based upon the attached Addendum A.
- b. Payment due under this Agreement shall be made to The Agency within 30 days after receipt of valid invoice from The Agency by Facility. If payment is made more than 90 days after receipt, a late fee of 5% of the total amount will be charged. If payment is made within 30 days after receipt, a discount of 0.5% will be granted.
- c. Payment for orientation time for Supplemental Staff shall be paid by the Facility.
- d. A signature on The Agency's time slip by any employee of the Facility affirms acceptance by the Facility of the hours worked. Further, the signed time slip serves as a binding contract requiring the Facility to pay all fees due to The Agency based on the hours indicated.
- e. The Facility agrees that all Supplemental Staff working on all Facility recognized holidays would receive overtime pay rates (time and a half).
- f. The Agency incurs substantial recruiting, screening, administrative and marketing expenses in connection with employees assigned by The Agency to that Facility. Facility agrees that if Facility hires any of The Agency employee without agreement from The Agency, Facility will pay a conversion fee equal to 40% of that employee's annual salary, if employee is hired within 180 days of last date of scheduled

- employment through The Agency.
- g. The Facility agrees that our employees working at that Facility cannot be permitted to work at their Facility by converting to another agency's payroll unless agreed to by The Agency
 - h. The Facility agrees to pay The Agency for four (4) hours of work when the Facility cancels a work order in less than two (2) hours prior to the start of the shift assignment.
6. Facility Approval: The selection and employment or retention of any Supplemental Staff to provide services here under, shall be at all times subject to the approval of the Facility.
7. Records:
- The Agency agrees that all Supplemental Staff will maintain individual patient charts in accordance with Federal, State, and Local law. The Agency specifically acknowledges that all patient charts and medical records are the property of The Facility. The Facility shall make available to Supplemental Staff under this agreement, for review and inspection, upon reasonable request, individual patient treatment records necessary for the proper evaluation and treatment of only those patients who require supplies and/or services prescribed by a licensed physician. The Agency agrees that all Supplemental Staff shall maintain the confidentiality of such medical records in accordance with applicable law (HIPAA).
8. Involuntary/Voluntary Termination: This Agreement may be terminated by either party with or without cause, by giving thirty (30) days written notice of its intention to withdraw from this Agreement.
9. Independent Contractors:
- a. The Agency and Facility's relationship during the term of this Agreement shall be that of an independent contractor, and the amounts being paid hereunder shall not be subject to withholding taxes or other employment taxes as required both with respect to compensation paid by an employer to an employee.
 - b. Neither party is authorized or permitted to act as an agent or employee of the other.
10. Reciprocal Insurance and Indemnification
- a. The Agency and District agree to indemnify, defend, and hold each other harmless, including their officers, directors, employees and agents, from and against any and all liabilities, losses, damages, claims, causes of action and expenses (including reasonable attorney's fees), arising out of breach of this agreement. This indemnification shall apply regardless of whether the claim in question is asserted after the termination of this Agreement.

b. The Agency covenants and represents that throughout the term of this Agreement it will maintain, at its sole cost, a professional liability occurrence insurance policy with coverage amounts not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate covering of all Supplemental Staff provided to District. The premiums with respect to such malpractice insurance shall be paid by The Agency. The Agency's policy and such insurance shall require thirty (30) days prior written notice to the District in the event of termination, cancellation, or a material change in any such policy. The Agency shall provide District with a current and valid Certificate of Insurance, which evidences such insurance coverage prior to the Effective Date of this Agreement and within ten (10) days to any renewal or extension thereof. In addition, The Agency shall provide The District with proof of workman's compensation insurance for all Supplemental Staff.

The policy naming the District as an Additional Insured shall:

1

- a. Be an insurance policy from an A.M. Best A- rated or better insurer, licensed to conduct business in New York State. A New York licensed and admitted insurer is strongly preferred. The decision to accept non-licensed and non-admitted carriers lies exclusively with the District/BOCES and may create significant vulnerability and costs for the District/BOCES.
- b. State that the organization's coverage shall be primary and non-contributory coverage for the District/BOCES, its Board, employees and volunteers with a waiver of subrogation in favor of the District/BOCES including Workers Compensation.
- c. Additional insured status for General Liability coverage shall be provided by standard or other endorsements that extend coverage to the District/BOCES (CG 20 26) or equivalent. The decision to accept an endorsement rests solely with the District/BOCES. A completed copy of the endorsements must be attached to the Certificate of Insurance to include General Liability, Auto Liability (where applicable) and Umbrella/Excess coverages.

2.

- a. The certificate of insurance must describe the services provided by the professional consultant that are covered by the liability policies.
- b. At the District's/BOCES' request, the professional consultant shall provide a copy of the declaration page of the liability and umbrella/excess policies with a list of endorsements and forms. If requested, the professional consultant will provide a copy of the policy endorsements and forms.

3. The professional consultant agrees to indemnify the District/BOCES for applicable deductibles and self-insured retentions.

4. Minimum Required Insurance:

a. **Commercial General Liability Insurance**

\$1,000,000 per Occurrence/ \$2,000,000 Aggregate
 \$2,000,000 Products and Completed Operations
 \$1,000,000 Personal and Advertising Injury
 \$1,000,000 Sexual Misconduct and Assault
 \$100,000 Fire Damage
 \$10,000 Medical Expense

Coverage for sexual misconduct must be affirmed. Sub-limits below the policy limits for sexual misconduct coverage are acceptable solely at the discretion of the District/BOCES.

b. **Automobile Liability**

\$1,000,000 combined single limit for owned, hired, borrowed and non-owned motor vehicles.

c. **Workers' Compensation and NYS Disability Insurance**

Statutory Workers' Compensation (C-105.2 or U-26.3); and NYS Disability Insurance (DB 120.1) for all employees. Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board. ACORD certificates are not acceptable. A person seeking an exemption must file a CE-200 Form with the state. The form can be completed and submitted directly to the WC Board online.

d. **Professional Errors and Omissions Insurance**

\$2,000,000 per occurrence/ \$2,000,000 aggregate for the professional acts of the consultant performed under the contract for the District. If written on a "claims-made" basis, the effective date must pre-date the inception of the contract or agreement. Coverage shall remain in effect for three years following the completion of work.

e. **Umbrella/Excess Insurance**

\$3,000,000 each Occurrence and Aggregate. Umbrella/Excess coverage shall be on a follow-form basis or provide broader coverage over the required Auto Liability (where applicable), General Liability and Professional Liability coverages.

5. The Professional Consultant acknowledges that failure to obtain such insurance on behalf of the District/BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification and all legal remedies available to the District/BOCES. The professional consultant is to provide the District/BOCES with a certificate of insurance, evidencing the above requirements have been met, prior to the provision of services. The failure of the District/BOCES to object to the contents of

the certificate or the absence of same shall not be deemed a waiver of any rights held by the District/BOCES.

If the Professional Consultant or Healthcare Provider utilizes independent contractors, then they must provide verification that coverages extend to the independent contractors. If Independent Contractors are required to provide Professional Errors and Omissions coverage of their own, then proof of this coverage must be provided.

11. Miscellaneous:

- a. Choice of Laws: This Agreement is made and entered into in the state Facility is located and shall be governed and constructed in accordance with the laws of this state without giving effect to the principles of conflicts of laws.
- b. Compliance: Facility agrees that it shall ensure that it abides by all accepted professional standards, accreditation and all applicable Federal, State, or Local laws and administrative regulations.
- c. Responsibility for Service: Notwithstanding any other provision in this Agreement, Facility remains responsible for ensuring that any service provided pursuant to this Agreement complies with all pertinent provisions of Federal, State, and Local statutes, rules, and regulations.
- d. Anti-Discrimination: Both parties to this Agreement agree to comply with the Title VI of the Civil Rights Act of 1964 and with Section 504 of the Rehabilitation Act.
- f. Amendment: This Agreement shall not be changed, modified or amended except by a written Agreement signed by the parties hereto, and this Agreement may not be discharged except by performance in accordance with its terms or as otherwise provided herein.
- g. Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

12. Entire Agreement: This Agreement constitutes the entire Agreement between them with respect to the subject matter hereof and supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter thereof.

IN WITNESS WHEREOF, Facility and The Agency have hereunto caused this Agreement to be executed as by law provided, the day and year first above written.

by Levittown Public Schools

Name _____

Signature _____

Title _____

Date _____

by US MEDICAL STAFFING

Name CHRISTINE MARCO

Signature Christine Marco

Title DIRECTOR/CLIENT SERVICES

Date: 4/18/24

Attachment: US Medical Staffing (5286 : Contract for Nursing Services)

ADDENDUM A**Levittown Public Schools**

RN \$ 64.00 per hour Office/Field Trip Nurse

RN \$68.00 per hour 1:1 skilled nursing service

RN \$72.00 for enhanced nursing services/medically fragile student

LPN \$48.00 per hour Office/Field Trip Nurse

LPN \$52.00 per hour 1:1 skilled nursing service

\$57.00 per hour for enhanced nursing services/medically fragile student

CNA \$35.00 per hour

Paraprofessional 1:1/Teacher's Aides \$35.00 per hour

Please note that there is a 4-hour minimum on all nursing requests.

By: Levittown Public Schools

Name _____

Signature _____

Title _____

Date _____

By: US MEDICAL STAFFING

Name CHRISTINE MARCO

Signature Christine Marco

Title DIRECTOR/CLIENT SVCS

Date 4/18/24

Attachment: US Medical Staffing (5286 : Contract for Nursing Services)

Levittown Public Schools

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Vendor Name: Textbook Central

Date(s) of Service: 7/1/24 – 6/30/25

Description of Services: Textbooks for nonpublic school students

Rate for Services: \$33.95 per student for first 25 students
\$26.60 per student next 26-250 students
\$19.40 per student over 250 students

Annual Estimate cost at time of approval: \$30,000

Prior Year Rate for Services: N/A

Administrator Requesting: Michele Ortiz

Is the contract signed by the other party: X
Yes No

Is the contract dated by the other party: X
Yes No

Are there any attachments? X
Yes No

Budget Code (on purchase order): A21104810000000

Purchase order # in July

Routing:

1. Attorney review: Yes
2. Department Administrator Michele Ortiz
3. Business Office Review Michael Galvin
4. Board of Education Meeting date 05/2024

Return to: Marianne Psipsikas – Office of Assessments (Room 417)

TEXTBOOK CENTRAL

www.textbookcentral.com

Letter of Intent For Textbook Information & Management Services 2024-2025

Textbook Central is a sole source provider of Purchase Order/Book Inventory/Student Management systems, which has delivered cost effective management to the non-public textbook loan programs of participating Nassau County school districts since 2000.

For more than two decades, Textbook Central has worked closely with Nassau school districts to design, develop, implement and manage proprietary systems to enable minimal administrative function on the part of the school district to secure and process non-public student textbook requests. Textbook Central estimates that administratively a district issuing 200 purchase orders spends approximately \$30,000 in personnel and process costs to fulfill those orders. Our proprietary systems virtually eliminate those expenses. Our web-based systems, designed specifically by our web design team for Nassau County districts, enable complete tracking and management of student enrollment information. This 'visibility' is only available from Textbook Central to the school districts and allows for accurate accounting of the resident students. No other vendor has the ability to provide these services.

Textbook Central Administrative Textbook Fees (in addition to actual textbook expenses)

Textbook Loan Program: As in the past, an individual district's fee is calculated based on a tiered pricing structure which is applied to each non-public school individually. The district's total attendance at that school will have fees applied according to the following schedule:

First 25 students per school	\$33.95	per student
Next 26-250 students per school	\$26.60	per student
Over 250 students per school	\$19.40	per student

District Bookroom PO Management (MPO): The fee structure is 16% of the total textbook procurement expense.

Tel/Logic Inc. requires that we have a signed contract on file before we may proceed with accepting orders on your behalf from the non-public schools. In order to facilitate planning and to reduce conflicts for your parents, we would appreciate the district returning this Letter of Intent via scan/email if you are unable to forward the signed contract at this time.

A SIGNED CONTRACT MUST BE FORWARDED AS SOON AS POSSIBLE TO PREVENT GAPS IN SERVICE WHICH COULD CAUSE CONFUSION FOR YOUR PARENTS AND THE NON-PUBLIC SCHOOLS BEING SERVICED.

PLEASE SIGN & RETURN THIS PAGE VIA EMAIL: info@textbookcentral.com or

FAX TO (516) 801-7870

Intended Participation for 2024-2025:

Name: Michele Ortiz Title: Director
District: Levittown Date: 5/3/24

Textbook Central Agreement for Centralized Textbook Distribution Services 2024-2025

This Agreement covers textbook procurement and distribution services for the 2024-2025 school year to be provided by Textbook Central, a division of Tel/Logic Inc. d.b.a. CentralEd (hereinafter "Textbook Central," "Tel/Logic," or "CentralEd"),

to: LEVITTOWN UFSD (hereinafter "District").

In consideration of the mutual covenants and conditions herein contained, and the acts herein described, it is agreed between the parties as follows:

1. Term of Agreement:

As described herein, the Term of the Agreement is meant to cover all Textbook Central services related to the provision of district textbook services for Nassau County school districts, including those services provided prior to, and in preparation for, the fiscal year 2024-2025.

2. Textbook Central Services Provided:

Textbook Central services under this Agreement are associated with two conjoined Textbook Information and Management Services (hereinafter "TIMS") being provided by Textbook Central to the Nassau County school districts. The services and deliverables are summarized below.

A. Centralized Non-Public School Textbook Distribution ("CTD").

This service manages the procurement and distribution of textbooks for students residing in participating Nassau school districts and attending participating non-public schools. For the 2024-2025 year, the service involves the following steps:

- Beginning early in calendar 2024, Textbook Central will confirm the continued participation of the previous year's public school districts and non-public schools, and will work to resolve any outstanding inventory issues that would affect 2024-2025. Signed certifications on textbook loan conditions will be obtained from all participating non-public schools.
- In the second calendar quarter of 2024, Textbook Central will distribute ordering information to the participating non-public schools. Our proprietary web based Student Management System (hereinafter "SMS") will be accessed by the schools to validate all anticipated student enrollment. The Textbook Central "SMS" is designed to correct district designations based on student resident address thus insuring greater accuracy of the student district allocation. When the information is received, Textbook Central will input textbook data into its TIMS system for review and processing. Extensive efforts will be undertaken to evaluate estimated textbook costs in light of average per student targets; and to work with the non-public schools to bring final textbook requirements within those cost guidelines. Approval for exceptions to cost guidelines will be coordinated with the districts representing the majority of the students.
- Beginning later in the second calendar quarter, and continuing throughout the summer, orders will be placed with reconditioned textbook suppliers, publishers, and other consolidators. Wherever possible, preference will be given to using suppliers with whom

preferential pricing has been negotiated and whose online ordering systems are aligned with Textbook Central's TIMS system.

- Throughout the summer, Textbook Central will coordinate and confirm the shipment, delivery, and invoicing of textbooks to the non-public schools. This effort will involve extensive negotiations with the suppliers to handle order short-falls, out-of-stock conditions, misdirected shipments, and invoicing errors. For informational and invoicing purposes, Textbook Central will prepare and provide detailed cost projections for all participating Nassau districts with its initial 70% billing.
- With the opening of schools in September, Textbook Central will begin receiving, ordering, and coordinating a multitude of smaller orders to make inventory adjustments for newly enrolled non-public school students and other special situations (curriculum changes, second set requests, etc. — all of which will be carefully monitored and controlled within the cost per student guidelines). Help desk services to facilitate special situations are available year round.
- Following the initial opening of school changes, a second estimated billing of 20% will be prepared and provided to the districts in November. While still an estimate, it will be based more on actual enrollment and actual textbook billing cost.
- Throughout the process Textbook Central's designed Student Management System (SMS) will be updated by all member private schools to a secured on-line database. This secured student information is available to all member school districts through logon password to validate enrollment and the resident district of the enrolled student. This system greatly enhances the district ability to satisfy various informational and reporting requirements facing the district throughout the school year.
- Textbook Central will prepare final district expense adjustments (usually 10%) in the March-April 2025 timeframe.

For 2024-2025, Textbook Central will charge the participating Nassau school districts for the cost of textbook procurement as well as a CTD administrative fee based on a tiered pricing structure which is applied to each non-public school individually. The District's total attendance at that school will have fees applied as follows:

First 1 – 25 students by school	\$33.95	per student
Next 26 – 250 students by school	\$26.60	per student
Over 250 students by school	\$19.40	per student

B. District Bookroom Purchase Management ("MPO-Managed Purchase Option").

This is a purchase order management service offered as a convenience to Nassau districts. It permits the districts to place orders for textbooks for students attending non-public schools that are not participating in Textbook Central's centralized distribution program (or even for their own public school students). This option provides districts with a single source of textbooks. Through its TIMS system, and the use of reconditioned suppliers, Textbook Central endeavors to reduce the districts' textbook costs by more than the cost of the service itself. The processing and timing of MPO textbook orders will be handled by Textbook Central and will parallel that of the centralized distribution program described in Section 2.A above.

*****CentralEd and the District agree that the execution of this Agreement DOES NOT BIND the District to procure MPO services. In the event that the District places MPO textbook orders with CentralEd the terms will apply.**

For 2024-2025, Textbook Central will charge the Nassau school districts participating in the Managed Purchase Option program an administrative fee of 16% of the total expenses of textbooks procured (including textbook, workbook, and shipping and handling costs).

3. Sole Source Service Provider:

Textbook Central is a sole source provider of Purchase Order/Book Inventory/Student Management systems, which has delivered cost effective management to the non-public textbook loan programs of participating Nassau County school districts since 2000.

For more than two decades, Textbook Central has worked closely with Nassau school districts to design, develop, implement and manage proprietary systems, to minimize administrative function on the part of school districts, to secure and process non-public student textbook requests. Textbook Central estimates that the administrative cost alone (of personnel and processing) to a district for issuing 200 purchase orders for textbooks is approximately \$30,000. Our proprietary systems virtually eliminate those expenses. Districts are only billed three times (as described in sections 2A and 4) during the school year by us, regardless of how many hundreds of individual orders are submitted to and must be placed by us with individual vendors in order to fulfill district needs.

Our web-based Student Management systems for non-public students are designed specifically by our web design team for the Nassau County districts and enable complete tracking and management of student enrollment information. Through password protection, this 'visibility' is only available from Textbook Central and allows for accurate accounting to school districts of their resident students. No other vendor has the ability to provide these services.

Through partnerships with excess/used inventory book suppliers, we have access to proprietary software solutions allowing us to submit special 'Reserve' orders. These 'Build' orders allow Textbook Central to secure and reserve inventory quantities over time, pending our decision to release for shipment and delivery to the private schools or school districts. Our exclusive ability to access and manipulate these orders at our discretion, gives us complete flexibility in efficiently fulfilling orders. Timing of these deliveries is tailored to the specific needs of the districts or private schools. No other company engages in satisfying the needs of districts and private schools in this way.

Because of the volume of ordering by Textbook Central, we have also developed relationships with some major publishers, resulting in pricing, shipping and handling cost advantages to our district participants.

Textbook Central currently services 54 of the 56 Nassau County school districts (in addition, 38 of 54 are directly served by Textbook Central supplying their district bookrooms). With over 100 participating private and parochial schools, we are servicing in excess of 24,000 enrolled students annually.

Direct district benefits:

- Allows for single purchase order issuance for program.
- Eliminates virtually all business office related expenses involved with purchase order issuance, vendor tracking, accounts payable and invoice payment transactions.
- Three (3) phase invoicing from Textbook Central generated to the district July 1, November 1 and April 15 of school year facilitating district payables.
- Eliminates all district book storage and new textbook processing requests related to participating private schools.

- Textbook Central specifically developed proprietary systems regarding participating private school students to eliminate all parental involvement and district interaction for textbook loan requests.
- Proprietary on-line Student Management System developed to enable seamless real-time tracking of student information by private schools and resident districts.
- Pricing at or below publisher school contract pricing, with the added advantage of free freight allowances, in some cases saving on average, an additional estimated \$1,000 annually.
- Single source for all customer service related functions with web site based information systems and tools to facilitate district and private school communication.

4. Invoice Schedule and Terms:

The District understands and agrees that textbook purchases represent the major cost of the services being provided by Textbook Central under this Agreement. In order to maintain the most favorable terms with textbook publishers and suppliers, and to minimize Textbook Central's administrative expenses, it is critical that CentralEd promptly invoice, and that all participating Nassau districts promptly pay, CTD and MPO service costs.

For CTD services, CentralEd will provide an initial invoice to participating districts no later than July 1, 2024. The initial invoice will cover seventy percent (70%) of the District's estimated proportional share of all textbook purchases and administrative charges for the 2024-2025 school year. A second invoice will be provided no later than November 1, 2024, covering twenty percent (20%) of the District's proportional share of all textbook purchases and administrative charges for the 2024-2025 school year. A third invoice, reflecting the final and remaining textbook costs and administrative fees will be issued by April 15, 2025.

Districts participating in the MPO program will be invoiced for textbook costs and administrative fees as incurred on a schedule to coincide with the invoicing schedule referenced above within this section 4.

All invoices will be payable upon receipt. The District agrees that payments received more than sixty (60) days after receipt of a valid invoice shall be subject to late payment charges of one percent (1%) per month thereafter and may be reflected in higher program fees for the District in subsequent years.

5. Concurrence:

In witness whereof, the parties hereunto state they have the authority and have duly executed this Agreement as of the dates indicated below.



/s/ _____
 Winston E. Himsworth
 Executive Director
 CentralEd
 April 2024

/s/ _____
 Name: _____
 Title: _____
 District: _____
 Date: _____, 2024

Levittown Public Schools

CONTRACT REQUEST FORM

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Vendor Name: UTILITY CHECK, LTD.

Date(s) of Service: 2024 - 2025

Description of Services: AGREEMENT FOR EXAMINATION AND ANALYSIS OF ELECTRIC, GAS AND STEAM CHARGES FOR THE PURPOSE OF SECURING SAVINGS, CREDITS AND/OR REFUNDS

Rate for Services: 50% OF ALL CREDITS AND/OR REFUNDS

Annual Estimate Cost at time of approval: Based on Utility Rates

Prior Year Rate for Services: \$11,517

Administrator Requesting: Michael Fabiano

Is the contract signed by the other party:

Yes No

Is the contract dated by the other party:

Yes No

Are there any attachments?

Yes No

Budget Code (on purchase order): A16204050001630

Purchase order # TBD

Routing:

1. Department Administrator

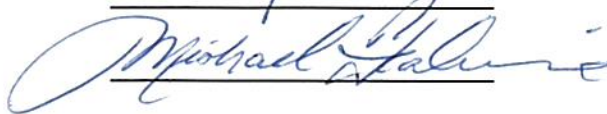
2. Attorney Review

3. Business Office Review

4. Board of Education Meeting date



YES



May 21, 2024

PLEASE RETURN TO: Sue Tam

This cover sheet should be sent to the Business Office or to the Superintendent's Office when a contract is sent over for approval

Attachment: Utility Check, LTD (5301 : Contract with Utility Check, Ltd.)

AGREEMENT

1. Utility Check, Ltd. is hereby authorized to make a complete examination and analysis of Client's electric, gas, and steam charges. This is for the purpose of securing for the Client any savings, credits, and/or refunds of such rates and charges wherever possible.
2. Client agrees to send Utility Check, Ltd. utility bills for the period of six (6) years prior to the date of this agreement or for whatever time frame available. In addition, Client agrees to send Utility Check, Ltd. utility bills and any other pertinent information Utility Check, Ltd. requests for the term of this agreement.
3. Utility Check, Ltd. will conduct all negotiations with the utility companies, and others, in securing savings, credits, and/or refunds for Client. To this end, and at its own expense, Utility Check, Ltd. may utilize such services and/or professional consultants as are deemed necessary.
4. Client agrees to pay Utility Check, Ltd. fifty (50) percent of all credits and/or refunds which shall include but is not limited to the overcharge(s), interest, taxes, or any other item relative to Client's utility bills. Payment is due thirty (30) days after receipt of the refund and/or credit and receipt of Utility Check Ltd.'s invoice. A late payment charge of one and one half (1 ½) percent, per month, will be applied to all outstanding balances. In the event Utility Check, Ltd. shall have to retain an attorney to collect any of its fees, Client shall be responsible for reasonable attorney fees and court costs.
5. If, at the expiration of the term of this agreement, negotiations with a utility company are still pending, Client agrees to pay Utility Check, Ltd. as outlined above. Furthermore, Utility Check, Ltd. may, upon request, examine Client's utility bills until said negotiations have been completed.
6. The term of this agreement will be for a period of one (1) year from date of contract. This contract will be extended for one (1) year terms unless canceled by written notice thirty (30) days prior to the beginning of any renewal period. In the event of cancellation or termination of this agreement, the provisions of paragraphs 4 and 5 shall remain in full force and effect.

AGREED AND ACCEPTED:

Utility Check, Ltd.
P O Box 266
Atlantic Beach, NY 11509

CLIENT NAME: Levittown Public Schools

ADDRESS: Buildings and Grounds Department
850 Seamans Neck Road
Seaford, NY 11783

516.371.2130
516.371.2132 (FAX)
info@utilitycheck.com

TELEPHONE: 516 434-7550

NAME: _____

SIGNATURE: _____

FOR
UTILITY CHECK: 

TITLE: _____

DATE: 5-6-24

DATE: _____

Attachment: Utility Check, LTD (5301 : Contract with Utility Check, Ltd.)

Levittown Public Schools

CONTRACT REQUEST FORM

Only the Board of Education is authorized to enter into contracts for the District. Please use this form when you need to get a vendor approved to perform services for the District. Please leave enough lead time in the process. The contract must go to the Board of Education prior to the services being performed. Additionally, a Purchase Order must be completed in Finance Manager (which can be done prior to contract approval). Once the Board of Education approves the contract, please include the date approved in the body of your Purchase Order (it streamlines the PO approval process and the audit of District payments). Thank You.

Vendor Name: The Piermont

Date(s) of Service: 6/5/2025

Description of Services: MacArthur's Senior Prom

Rate for Services: \$90.00

Annual Estimate Cost at time of approval: 0

Prior Year Rate for Services: \$85.00

Administrator Requesting: Dr. Beth Ziropiannis, Assistant Superintendent

Is the contract signed by the other party:	Yes	<u>No</u>
Is the contract dated by the other party:	Yes	<u>No</u>
Are there any attachments?	Yes	<u>No</u>

Budget Code (on purchase order): N/A

Purchase order #

Routing:

1. Department Administrator _____
2. Attorney Review _____
3. Business Office Review _____
4. Board of Education Meeting Date _____

This cover sheet should be sent to the business office OR to the superintendent's office when a contract is sent over for approval

After Board Meeting, please return form to: _____

Attachment: MacArthur Senior Prom (5289 : Contract for Prom Venue - MacArthur High School)



Contract

THE PIERMONT

Party Name MacArthur High School Prom	Event Date 6/5/2025 (Thu)	Telephone (516) 410-7665	Email BBissoondial@levittow	Event # E07644
Address 3369 Old Jerusalem Rd, Levittown, NY 11756		Booking Contact .	Gtd Guests 300	Act Guests
Client/Organization MacArthur High School	Theme Prom	Sales Rep Brittany Bettridge	Price Per Person 90	

IF ATTENDANCE FALLS BELOW THE GUARANTEED NUMBER THE CLIENT WILL BE CHARGED FOR THE GUARANTEED NUMBER Client Initials: ____

INVITATION TIME MUST MATCH CONTRACTED START TIME Client Initials: ____

BANQUET ROOMS

Room Chg	Start	End	Arrival	Departure	Banquet Room	Setup Style
\$0.00	7:00 pm	11:00 pm	NA	NA	Entire Building	SEE DIAGRAM

FOOD & SERVICE ITEMS

Food/Service Items	Price	Qty	Total
Hors D'oeuvres Station			
Buffet (4 Dinner Station & 2 Dessert Options)			
Mocktails & Soft Drinks			
Price Per Student	\$90.00	300	\$27,000.00
Price Per Chaperone/Vendor	\$65.00		
Security (1 Required) - School to provide additional security	\$375.00	1	\$375.00
TAX EXEMPT WITH PROPER CERTIFICATE			

THIS WILL BE THE ONLY EVENT GOING ON 7PM - 11PM

Subtotal	\$27,375.00	Paid	\$0.00	Pay Method	Card Number
Tax	\$2,361.09	Balance	\$29,736.09	Card Type	
20% Surcharge	\$0.00	Next Deposit	\$500.00		
Total Value	\$29,736.09	Due Date	4/10/2024	Signature	

Deposit Schedule

Due	Amount	Comment
4/10/2024	\$500.00	Initial Deposit (Cash/Check/Credit Card)
5/22/2025	\$0.00	Final Balance (Cash/Check ONLY)

CATERING CONTRACT

1. The balance due will upon demand of Proprietor, be paid in cash or by certified check at the time of final arrangements and in any

4/10/2024 - 5:54:17 PM

Page 1 of 3

The Piermont
494 Fire Island Avenue Babylon, NY 11702
631.422.2400

Attachment: MacArthur Senior Prom (5289 : Contract for Prom Venue - MacArthur High School)

E07644 - MacArthur High School

- event, not later than two(2) weeks prior to the function. In the event Patron fails to comply with said demand, Proprietor shall be under no obligation to admit Patron and his guests or to provide any food or services and Patron shall be deemed to have breached the contract.
2. Patron shall pay all Federal, State and City Taxes in effect on date that function takes place, in addition to the price set forth.
 3. Patron agrees to pay for all persons attending (on floor plan/diagram submitted) but not less than or the number of persons guaranteed. Proprietor may limit service to the number of persons guaranteed.
 4. Arrangements for additional persons must be made at least four (4) days prior to the function. Where the seating plan submitted by patron at the final arrangements (whether or not signed by patron) exceeds the original guarantee, such increased number constitutes the final minimum guarantee and patron must pay for such increased number whether or not they attend. Additional persons attending in excess of the increased final guarantee shall be paid for at the prices set forth for additional persons or if none is set forth at a pro rata price.
 5. Proprietor reserves the right to make additional charges including overtime for waiters and staff for affairs running beyond the times agreed upon. Proprietor does not include centerpieces for tables. Proprietor is not responsible for the setup or breakdown of centerpieces supplied by Patron.
 6. Patron shall comply with all requirements of all laws, orders, ordinances and regulations of the Federal, State, County and municipal authorities including the State Liquor Authority and A.B.C. Board and with any direction of any public officer, which shall impose any duty upon Patron with respect to the premises engaged by Patron. Proprietor reserves the right to prohibit the use of confetti cannons & smoke machines. Proprietor also reserves the right to prohibit any non approved equipment such as cold sparklers and/or dry ice machines. This equipment can be used with proprietors prior consent.
 7. Whenever a license and/or permit is required for Patron's functions, such license and/or permit shall be procured from the proper authorities by the patron at his own cost and expense. Such license and/or permit must be displayed to the Proprietor at least 21 days before the affair is to be held with the exception of any licenses or permits required to be maintained by the Proprietor for the operation of the premises.
 8. Patron will not permit any food or alcoholic beverages to be brought into the engaged premises without Proprietor's written consent.
 9. Patron will take good care of fixtures, furnishings and personal property in the premises. Patron assumes responsibility for any damage to such property that may be caused by Patron, Patron's employees, guests or invitees. Confetti is not permitted on premises. Fog machines are not permitted on premises.
 10. Proprietor if no longer catering at the premises at the time of the function, its successors or assigns may complete the contract with the Patron's written and signed consent.
 11. Where the Patron is a corporation, unincorporated association, partnership or other legal entity this agreement shall be binding on such legal entity as well as on the individual executing on its behalf and said individual represents that he is authorized to execute this agreement on its behalf.
 12. Patron agrees that only insured vendors i.e. Musicians and insured Photographers will be employed by Patron on premises. Proprietor has the right to set the minimum insurance limits.
 13. Proprietor, its employees and prospective Patrons shall have free and uninterrupted admission to and through the premises at all times. Proprietor or its agents shall not be liable for any damage to property entrusted to its employees, nor for the loss of any property by theft or otherwise unless due to Proprietor's negligence.
 14. Proprietor shall have no responsibility or liability for failure to supply any service or to otherwise comply with this contract when prevented from so doing by strikes, fire, accidents or any cause beyond Proprietor's reasonable control, or by orders or regulations of any governmental authority, or failure of coal, or other fuel supply, water, gas, electricity, air conditioning, if any, or other facility.
 15. The Proprietor shall have the right to make substitutions in the menu for any items which shall not be reasonably and readily obtainable in the open market.
 16. The person executing this contract expressly represents that he/she is of full age.
 17. Cancellation. If patron cancels this contract the initial deposit as well as all payments made towards this contract are non-refundable. In addition, if patron cancels this contract and the Proprietor can re-book the date, the initial deposit as well as all payments made towards this contract are non-refundable, and the Patron is liable for a cancellation fee of \$250 or 5% of the contract price, whichever is less, plus actual expenses reasonably incurred. If Patron cancels this contract and the Proprietor can not re-book the date, the initial deposit as well as all payments made towards this contract are non-refundable and the Patron is liable for a cancellation fee of the difference between the total contract price and the cost of the performance, plus actual expenses reasonably incurred.
 - COVID-19 Impact. In the event there are government restrictions requiring the guest count to be lower than the minimum guarantee on this contract, Proprietor will amend the minimum guarantee to coincide with the current government restriction. If there are government restrictions requiring the guest count to be lower than the minimum guarantee on this contract, Patron has the option to A) postpone to a mutually agreeable date or B) cancel this contract (within 120 days of the contracted event date). If Patron executes option B, Patron will be liable for the initial deposit, however, all additional deposits/payments will be reimbursed 60 days after the contracted event date.
 18. Proprietor agrees to cater the function specified and to render the additional services contracted for by Patron in accordance with the provisions of this contract and Patron agrees to pay therefore the sums stated.
 19. This agreement constitutes the entire contract between the parties. No modification, termination or discharge thereof shall be valid nor of any force or effect, unless the same is in writing and signed by the proprietor.
 20. Proprietor has the right to substitute another room in lieu of this room contracted for if such room is unavailable due to fire, accident, catastrophe or due to any other circumstances beyond Proprietor's control or due to unintentional error in booking a room previously contracted for. If no room is available due to any of such causes, caterer shall have the option of canceling this contract

E07644 - MacArthur High School

without further liability.
21. Proprietor has made no representation that this instrument is other than a binding contract, or that it was signed or delivered subject to any condition not specifically set forth therein. Proprietor has made no representation giving Patron the right to cancel without liability and Patron shall be liable on cancellation in accordance with the provisions of this contract. Patron has read this contract and is fully familiar with the terms thereof. Patron agrees that in executing this contract he is not relying on any statements or representations not embodied therein. Patron represents that he has the financial resources with which to pay for the affair herein. The term "Proprietor" as used in this contract shall mean: "The Piermont."

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CLIENT _____ DATE: _____
CLIENT _____ DATE: _____
SALES MANAGER _____ DATE: _____

Attachment: MacArthur Senior Prom (5289 : Contract for Prom Venue - MacArthur High School)

Levittown Public Schools

CONTRACT REQUEST FORM

Only the Board of Education is authorized to enter into contracts for the District. Please use this form when you need to get a vendor approved to perform services for the District. Please leave enough lead time in the process. The contract must go to the Board of Education prior to the services being performed. Additionally, a Purchase Order must be completed in Finance Manager (which can be done prior to contract approval). Once the Board of Education approves the contract, please include the date approved in the body of your Purchase Order (it streamlines the PO approval process and the audit of District payments). Thank You.

Vendor Name: The Piermont

Date(s) of Service: 6/4/2026

Description of Services: MacArthur's Senior Prom

Rate for Services: \$90.00

Annual Estimate Cost at time of approval: 0

Prior Year Rate for Services: \$90.00

Administrator Requesting: Dr. Beth Ziropiannis, Assistant Superintendent

Is the contract signed by the other party:	Yes	<u>No</u>
Is the contract dated by the other party:	Yes	<u>No</u>
Are there any attachments?	Yes	<u>No</u>

Budget Code (on purchase order): N/A

Purchase order #

Routing:

1. Department Administrator _____
2. Attorney Review _____
3. Business Office Review _____
4. Board of Education Meeting Date _____

This cover sheet should be sent to the business office OR to the superintendent's office when a contract is sent over for approval

After Board Meeting, please return form to: _____

Attachment: MacArthur Senior Prom 2026 (5290 : Contract for Prom Venue - MacArthur High School)



Contract

THE PIERMONT

Party Name MacArthur High School Prom	Event Date 6/4/2026 (Thu)	Telephone (516) 410-7665	Email BBissoondial@levittow	Event # E07645
Address 3369 Old Jerusalem Rd, Levittown, NY 11756		Booking Contact ,	Gld Guests 300	Act Guests
Client/Organization MacArthur High School	Theme Prom	Sales Rep Brittany Bettridge	Price Per Person 90	

IF ATTENDANCE FALLS BELOW THE GUARANTEED NUMBER THE CLIENT WILL BE CHARGED FOR THE GUARANTEED NUMBER Client Initials: ____

INVITATION TIME MUST MATCH CONTRACTED START TIME Client Initials: ____

BANQUET ROOMS

Room Chg	Start	End	Arrival	Departure	Banquet Room	Setup Style
\$0.00	7:00 pm	11:00 pm	NA	NA	Entire Building	SEE DIAGRAM

FOOD & SERVICE ITEMS

Food/Service Items	Price	Qty	Total
Hors D'oeuvres Station			

Buffet (4 Dinner Station & 2 Dessert Stations)

Mocktails & Soft Drinks

Price Per Student	\$90.00	300	\$27,000.00
Price Per Chaperone/Vendor	\$65.00		
Security (1 Required) - School to provide additional security	\$375.00	1	\$375.00
TAX EXEMPT WITH PROPER CERTIFICATE			

THIS WILL BE THE ONLY EVENT GOING ON 7PM - 11PM

Subtotal	\$27,375.00	Paid	\$0.00	Pay Method	Card Number
Tax	\$2,361.09	Balance	\$29,736.09	Card Type	
20% Surcharge	\$0.00	Next Deposit	\$500.00		
Total Value	\$29,736.09	Due Date	4/10/2024	Signature	

Deposit Schedule

Due	Amount	Comment
4/10/2024	\$500.00	Initial Deposit (Cash/Check/Credit Card)
5/21/2026	\$0.00	Final Balance (Cash/Check ONLY)

CATERING CONTRACT

1. The balance due will upon demand of Proprietor, be paid in cash or by certified check at the time of final arrangements and in any

4/10/2024 - 5:55:05 PM

Page 1 of 3

The Piermont
494 Fire Island Avenue Babylon, NY 11702
631.422.2400

Attachment: MacArthur Senior Prom 2026 (5290 : Contract for Prom Venue - MacArthur High School)

E07645 - MacArthur High School

event, not later than two(2) weeks prior to the function. In the event Patron fails to comply with said demand, Proprietor shall be under no obligation to admit Patron and his guests or to provide any food or services and Patron shall be deemed to have breached the contract.

2. Patron shall pay all Federal, State and City Taxes in effect on date that function takes place, in addition to the price set forth.

3. Patron agrees to pay for all persons attending (on floor plan/diagram submitted) but not less than or the number of persons guaranteed. Proprietor may limit service to the number of persons guaranteed.

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5. Proprietor reserves the right to make additional charges including overtime for waiters and staff for affairs running beyond the times agreed upon. Proprietor does not include centerpieces for tables. Proprietor is not responsible for the setup or breakdown of centerpieces supplied by Patron.

6. Patron shall comply with all requirements of all laws, orders, ordinances and regulations of the Federal, State, County and municipal authorities including the State Liquor Authority and A.B.C. Board and with any direction of any public officer, which shall impose any duty upon Patron with respect to the premises engaged by Patron. Proprietor reserves the right to prohibit the use of confetti cannons & smoke machines. Proprietor also reserves the right to prohibit any non approved equipment such as cold sparklers and/or dry ice machines. This equipment can be used with proprietors prior consent.

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8. Patron will not permit any food or alcoholic beverages to be brought into the engaged premises without Proprietor's written consent.

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12. Patron agrees that only insured vendors i.e. Musicians and insured Photographers will be employed by Patron on premises. Proprietor has the right to set the minimum insurance limits.

13. Proprietor, its employees and prospective Patrons shall have free and uninterrupted admission to and through the premises at all times. Proprietor or its agents shall not be liable for any damage to property entrusted to its employees, nor for the loss of any property by theft or otherwise unless due to Proprietor's negligence.

14. Proprietor shall have no responsibility or liability for failure to supply any service or to otherwise comply with this contract when prevented from so doing by strikes, fire, accidents or any cause beyond Proprietor's reasonable control, or by orders or regulations of any governmental authority, or failure of coal, or other fuel supply, water, gas, electricity, air conditioning, if any, or other facility.

15. The Proprietor shall have the right to make substitutions in the menu for any items which shall not be reasonably and readily obtainable in the open market.

16. The person executing this contract expressly represents that he/she is of full age.

17. Cancellation. If patron cancels this contract the initial deposit as well as all payments made towards this contract are non-refundable. In addition, if patron cancels this contract and the Proprietor can re-book the date, the initial deposit as well as all payments made towards this contract are non-refundable, and the Patron is liable for a cancellation fee of \$250 or 5% of the contract price, whichever is less, plus actual expenses reasonably incurred. If Patron cancels this contract and the Proprietor can not re-book the date, the initial deposit as well as all payments made towards this contract are non-refundable and the Patron is liable for a cancellation fee of the difference between the total contract price and the cost of the performance, plus actual expenses reasonably incurred.

COVID-19 Impact. In the event there are government restrictions requiring the guest count to be lower than the minimum guarantee on this contract, Proprietor will amend the minimum guarantee to coincide with the current government restriction. If there are government restrictions requiring the guest count to be lower than the minimum guarantee on this contract, Patron has the option to A) postpone to a mutually agreeable date or B) cancel this contract (within 120 days of the contracted event date). If Patron executes option B, Patron will be liable for the initial deposit, however, all additional deposits/payments will be reimbursed 60 days after the contracted event date.

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19. This agreement constitutes the entire contract between the parties. No modification, termination or discharge thereof shall be valid nor of any force or effect, unless the same is in writing and signed by the proprietor.

20. Proprietor has the right to substitute another room in lieu of this room contracted for if such room is unavailable due to fire, accident, catastrophe or due to any other circumstances beyond Proprietor's control or due to unintentional error in booking a room previously contracted for. If no room is available due to any of such causes, caterer shall have the option of canceling this contract

E07645 - MacArthur High School

without further liability.

21. Proprietor has made no representation that this instrument is other than a binding contract, or that it was signed or delivered subject to any condition not specifically set forth therein. Proprietor has made no representation giving Patron the right to cancel without liability and Patron shall be liable on cancellation in accordance with the provisions of this contract. Patron has read this contract and is fully familiar with the terms thereof. Patron agrees that in executing this contract he is not relying on any statements or representations not embodied therein. Patron represents that he has the financial resources with which to pay for the affair herein. The term "Proprietor" as used in this contract shall mean: "The Piermont."

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CLIENT _____ DATE: _____

CLIENT _____ DATE: _____

SALES MANAGER _____ DATE: _____

Attachment: MacArthur Senior Prom 2026 (5290 : Contract for Prom Venue - MacArthur High School)

Resignations, Certified Personnel								
Board Meeting Date: May 21, 2024								
	NAME	SCHOOL	POSITION			EFFECTIVE DATE		COMMENT
1.	Jon Anglim	Summit	Physical Education			6/30/24		Resignation - for the purpose of retirement
2.	Scott Mullins	Salk	Physical Education			6/26/24		Resignation - for the purpose of retirement
3.	Emily Orth	Abbey	Teaching Assistant			8/31/24		Resignation - to accept another position in the district.
4.	Laura Tuccillo	Abbey	Elementary			9/16/24		Resignation - for the purpose of retirement
5.	Frank Mortillaro	Northside	Principal			8/31/24		Resignation - for the purpose of retirement
6.	Watson Miller	Northside	Elementary			7/1/24		Reignation - for the purpose of retirement
DATE APPROVED _____						DISTRICT CLERK _____		1001

[illegible]

DATE APPROVED: _____			DISTRICT CLERK: _____		

Appointments, Certified Personnel Board Meeting of May 21, 2024									
	<u>Name</u>	<u>Tenure Area</u>	<u>Certification</u>	<u>Step</u>	<u>Level</u>	<u>School</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Justification</u>
	<u>Probationary Teachers:</u>								
1.	Hannah Cornfield	Teaching Assistant		1	1	Salk M. S.	\$24,487	5/24/24 - 5/24/28	Paul
2.	Emily Orth	Special Ed	Initial	1	BA	Abbey	\$65,118	9/1/24 - 9/1/28	Enrollment
3.	Sarah Valvo	Special Ed	Initial	2	MA	East Broadway	\$77,959	9/1/24 - 9/1/28	Enrollment
4.	Ryan Cunningham	Health	Initial	1	MA	MacArthur	\$75,376	9/1/24 - 9/1/28	Enrollment
5.	Michael Marrero	Physical Education	Initial	2	MA	Salk M. S.	\$77,959	9/1/24 - 9/1/28	Mullins
6.	Tim Ferdinand	Physical Education	Initial	4	MA	Abbey	\$84,519	9/1/24 - 9/1/28	Enrollment
7.	Dylan Hughes	Physical Education	Initial	2	BA	Summit	\$67,409	9/1/24 - 9/1/28	Anglim
8.	Vincent Inciarrano	Physical Education	Initial	2	MA	.4 Gardiners/ .6 Wisdom	\$77,959	9/1/24 - 9/1/28	Part-time to full time
9.	Meghan Amato	Elementary	Professional	2	MA + 30	Northside	\$83,340	*9/1/24 - 9/1/28	McDougal
	*Ms. Amato is being granted Jarema credit for receiving tenure in another district.								Career Exploration
10.	Drew Kane	Business	Professional	5	MA + 60	.3 Division/ .7 MacArthur	\$98,005	*9/1/24 - 9/1/27	Enrollment
	*Mr. Kane is being granted Jarema credit for receiving tenure in another district.								
11.	Jennifer Perry	Special Ed	Initial	1	MA	MacArthur	\$75,376	9/1/24 - 9/1/28	Enrollment
	<u>Per Diem Substitute Teachers:</u>								
12.	Terri Alexander	\$130/day							
13.	Florence Woods	\$130/day							
14.	Gianna McGhee	\$130/day							
15.	Kayla Becklein	\$130/day						1003	
DATE APPROVED: _____ DISTRICT CLERK: _____									

[illegible]

[illegible]

Appointments, Non-Instructional Personnel						
Board Meeting Date: May 21, 2024						
	NAME	AREA	STEP	SALARY	LOCATION	EFFECTIVE DATE REPLACING
	<u>FULL TIME APPTS.</u>					
1.	Denine Dixon	Principal Typist Clerk	10	*\$67,770.00 A2020.1600-14-0000	Gardiners Avenue	7/1/2024 Cheryl Tassey
2.	Noreen Visconti	Bus Driver	15	*\$38,617.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
3.	Patricia Rosenberg	Bus Driver	15	*\$38,617.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
4.	John Fay	Bus Driver	15	*\$38,617.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
5.	Gustavo Gonzalez	Bus Driver	15	*\$38,617.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
6.	Melanie Barletta	Bus Driver	15	*\$38,617.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
7.	Robert Licata	Bus Driver	15	*\$38,617.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
8.	Katia Baptiste Josue	Bus Driver	6	*\$33,036.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
9.	Patricia Sabella	Bus Driver	15	*\$38,617.00 A5510.1600-00-0000	Transportation	7/1/2024 PT to FT
	<u>TEMPORARY FULL TIME APPTS.</u>					
1.	Edward Thompson	Groundskeeper	2	\$44,758.00 A1620.1650-00-1650	Buildings & Grounds	TBD Matthew Laurence
2.	Jason Koabel	Cleaner	2	\$42,871.00 A1620.1630-21-1630	Wisdom Lane	5/22/2024 Michael Mackay
*Salary as of 7/1/24 CSEA Contract						
						1005

DATE APPROVED:		DISTRICT CLERK:					
Appointments, Non-Instructional Personnel							
Board Meeting Date: May 21, 2024							
	NAME	AREA	STEP	SALARY	LOCATION	EFFECTIVE DATE	REPLACING
	<u>PART TIME APPTS.</u>						
1.	Joseph Camelliri	Cleaner	1	\$17.34 A1620.1840-00-1630	SUB	4/18/2024	Temporary to Civil Service Approved
2.	Kathryn Thomas	Security Aide	1	\$16.00 A1622.1640-00-1640	SUB	1/16/2024	Temporary to Civil Service Approved
3.	Anthony Coppola	School Monitor	1	\$16.00 A2020.1700-00-3100	SUB	3/8/2024	Temporary to Civil Service Approved
4.	Jean Cunningham	Reg. Prof. School Nurse	11	\$28.72 A2815.1750-00-0000	SUB	TBD	
	<u>TEMPORARY PART TIME APPTS.</u>						
1.	Angelina Gatt	Teacher Aide I	1	\$16.00 A2250.1640-00-3450	SUB	TBD	
2.	Nicholas Johrden	Auto Servicer	1	\$18.02 A5530.1600-00-0000	Garage	TBD	Andrew Dinonno
							1005.1