

**LAWRENCE UNION FREE SCHOOL DISTRICT  
BOARD OF EDUCATION  
LAWRENCE, NEW YORK**

The Organizational Meeting of the Lawrence Union Free School District Board of Education was held on July 3, 2014 in the Lawrence Middle School, 195 Broadway, Lawrence, New York.

The following Board members were present:

Mr. Murray Forman  
Mr. Michael Hatten  
Mr. Uri Kaufman  
Dr. Asher Mansdorf  
Dr. David Sussman

Not present were:

Mr. Abel Feldhamer  
Ms. Tova Plaut

Also present were:

Mr. Gary Schall, Superintendent of Schools  
Mr. Albert D'Agostino, School Counselor  
Ms. Mohinder Bharaj, District Clerk

The meeting was called to order by Gary Schall, Superintendent of Schools at 8:02 p.m. The pledge of Allegiance was led by Gary Schall.

Upon motion by Uri Kaufman and seconded by Michael Hatten the Board opened the Organizational meeting.

For the purpose of electing officers, Gary Schall was appointed as Temporary Chairperson until elections have taken place.	<b>Appointment: Temporary Chairperson</b>
All other officers were sworn in by the District Clerk prior to the meeting.	<b>Oath of Office</b>
Gary Schall called for nominations for the position of Board President of the Lawrence Union Free School District for the 2014-2015 school year. David Sussman nominated Murray Forman. Michael Hatten seconded the nomination. There being no further nominations and by a unanimous vote, the Board elected Murray Forman.	<b>Election: Board President</b>
Gary Schall called for nominations for the position of Vice President of the Lawrence Union Free School District for the 2014-2015 school year. Michael Hatten nominated Asher Mansdorf. David Sussman seconded the nomination. There being no further nominations and by a unanimous vote, the Board elected Asher Mansdorf.	<b>Election: Board Vice President</b>
Superintendent Schall administered the Oath of Office to the newly elected Board President and Vice-President and turned the meeting over to the new Board President. All other officers were sworn in by the District Clerk prior to the meeting.	<b>Oath of Office</b>
Upon motion by Murray Forman and seconded by Michael the consent agenda consisting of all action items presented was approved as presented.	<b>Consent Agenda</b>

Enclosure II.C	<b>Schedule of Annual Appointments</b>
<p>Official Depositories of District Funds- <i>(In accordance with General Municipal Law, Section 10, all banking institutions listed will have a maximum investment Level, not to exceed the general fund budget).</i></p> <p><b>BE IT RESOLVED</b>, that the following banks be designated as depositories of the Lawrence Union Free School District:</p> <ol style="list-style-type: none"> <li>1. TD Bank</li> <li>2. The J.P. Morgan Chase Bank</li> </ol> <p><u>District Funds Other Than Payroll</u></p> <p><b>BE IT FURTHER RESOLVED</b>, that District funds in said depositories are subject to withdrawal on checks signed by the Treasurer;</p> <p><b>BE IT FURTHER RESOLVED</b> that in the absence or inability of the Treasurer, the Deputy Treasurer or the Board President are authorized to sign.</p> <p><u>Payroll Account</u></p> <p><b>BE IT FURTHER RESOLVED</b>, that checks on the Payroll Account may be signed manually or by machine by the Treasurer signing alone; and</p> <p><b>BE IT FURTHER RESOLVED</b>, that in the absence or inability of the Treasurer, the Deputy Treasurer or the Board President are authorized to sign; and</p> <p><u>All Accounts</u></p> <p><b>BE IT FURTHER RESOLVED</b>, that all signatures may be signed manually or by machine; and</p> <p><b>BE IT FURTHER RESOLVED</b>, that the Accountant, and Account Clerk be allowed to utilize available electronic technology to make the following transactions: Transfers between Lawrence Union Free School District accounts within and between approved depositories, NYSLRS-Office of the Comptroller; Capital One; Omni Group; JJ Stanis and Co. Inc.; Peninsula Public Library, IMS, K12 Enterprises, NEFCU (Nassau Educators Federal Credit Union) and Triad Group LLC., NeoPost, Utilities (LIPA, National Grid, NY Water) Verizon, and TANS.</p> <p><b>BE IT FURTHER RESOLVED</b>, that the Payroll Clerk be allowed to utilize available electronic technology to make the following transfers for the payment of withholding taxes to the Electronic Federal Tax Payment System (EFTPS) &amp; NYS Prompt Tax.</p> <p>Designation of newspapers to receive legal notices for publication: Newsday, Long Island Business News and Nassau Herald</p>	<p style="text-align: right;"><b>District Designations: 2014-2015</b></p>
<p><b>BE IT RESOLVED</b>, that the Superintendent of Schools is hereby authorized to certify payroll for the 2014-2015 school year.</p>	<p style="text-align: right;"><b>Certify Payroll</b></p>

<p>Establish petty cash funds in the schools of the District: \$100 each Elementary School, Middle School, High School, and Business Office. Custodians of the funds shall be designated by the administrator of the building or office where said funds shall be established. Such designee shall be submitted by name to the Superintendent of Schools no later than September 3, 2014.</p>	<p><b>Petty Cash</b></p>
<p>Authorization to each of the following individuals to open and publicly read bids: Purchasing Agent, Accountant, and Superintendent as an alternate.</p>	<p><b>Bids</b></p>
<p><b>BE IT RESOLVED</b>, that the Superintendent of Schools is hereby authorized to make transfers up to a limit of \$25,000 within and between unit appropriations as prescribed by the regulations of the Commissioner of Education.</p> <p><b>BE IT RESOLVED</b>, that the Superintendent of Schools is hereby authorized to make all end-of-year transfers as deemed necessary.</p> <p><b>BE IT RESOLVED</b>, that all purchase orders above \$50,000 shall be presented to the Board of Education for approval.</p>	<p><b>Budget Transfers</b></p>
<p><b>BE IT RESOLVED</b>, that the Superintendent, Board President and the District Clerk be authorized to execute and sign contracts for health services between the Lawrence Union Free School District and other local districts for the 2014-2015 school year.</p>	<p><b>Health Services Contracts</b></p>
<p><b>BE IT RESOLVED</b>, that the Superintendent of Schools is hereby authorized to approve staff conferences as allocated in the 2014-2015 budget.</p>	<p><b>Staff Conferences</b></p>
<p><b>BE IT RESOLVED</b>, that the District designates the District Clerk as the individual for submission of legal proceedings to the District insurance carrier upon notification.</p>	<p><b>District Insurance Carrier Liaison for Legal Correspondence</b></p>
<p><b>BE IT RESOLVED</b> that the following be bonded in the amounts shown: Treasurer (\$1 Million), Accountant (\$2.2 Million), Claims Auditor (\$500,000), (2) Extra-Classroom Activity Treasurer (\$250,000).</p>	<p><b>Bonds</b></p>
<p>Enclosure VI.A</p>	<p><b>Civil Service Substitute Rates</b></p>
<p>Enclosure VI.B</p>	<p><b>Part 200 and IDEA</b></p>
<p><b>RESOLVED</b>, the reimbursement of mileage expense rate for 2014-2014 will be at the rate set by the Internal Revenue Service.</p>	<p><b>Travel Reimbursement</b></p>
<p><b>BE IT RESOLVED</b>, that the District Clerk shall use the rotational list of Impartial Hearing Officers as presented and in the order they appear on the State Education Department Website. The next Impartial Hearing Officer appearing on the State Education Department rotational list of the Website shall be notified immediately of our request for an impartial hearing. Within 24 hours the Impartial Hearing Officer must indicate a willingness to serve as an impartial hearing officer for Lawrence School District matters or the next hearing officer will be notified.</p>	<p><b>IHO Selection and Notification</b></p>

**BE IT RESOLVED**, the Board of Education of the Lawrence Union Free Schools District hereby elects to authorize the President of the Board of Education, or in his/her absence the Vice President of the Board of Education, as its designated Board member for the purpose of approving the appointment of an Impartial Hearing Officer from the Rotational List provided by the State Education Department.

**IHO Appointment**

Re-adoption of all Policies and Code of Ethics in effect during previous year: Implied in Education Law 1709, 2503

**District Policies**

Enclosure VIII.A – Treasurer’s Report – May 2014

**Treasurer’s Report**

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>	<b>Recommendation</b>
Various	Athletic Supplies	\$87,010.92	Approve
Sam Tell and Son Inc.	Food Service Equipment	\$69,283.91	Approve
Jade Music	Musical Supplies	\$15,566.95	Approve
Advantage Music	Rental of Musical Instruments	\$984 (for the rental of 17 instruments)	Approve
Gil Breines Music	Repair of Musical Instruments (STRINGS)	\$2079.05 (150 string instrument repairs)	Approve
Advantage Music	Repair of Musical Instruments (BRASS/WOODWIND)	\$1528 (61 brass/woodwind instrument repairs)	Approve
Advantage Music	Sheet Music	38.1% discount	Approve
Full Service Contracting	Small General Construction (Time and Materials)	Cost Per Man Hour/Mechanic: \$97.50 Cost Per Man Hour/Apprentice: \$85.00 Mark Up: 15%	Approve

**Bids**

Enclosures VIII.D.1-8

1. CORE BTS, \$102,960.68, WiFi equipment, #2 and #5 Schools
2. Cullen & Danowski, \$56,000, auditing services, 2014-2015
3. Inc. Village of Cedarhurst, \$120,000, sewer rental, 2014-2015
4. NYSIR, \$557,294, insurance coverage, 2014-2015
5. Triad Brokerage Service, Workers Compensation Insurance, \$64,440, 2014-2015
6. US Postal Service, \$50,000, postage, 2014-2015
7. Whitsons, \$853,550, food service, 2014-2015
8. Xerox, \$139,005.40, copy machines districtwide, 2014-2015

**Encumbrances Over \$50,000**

Enclosures VIII.E.1.a-u

- a. American Red Cross, Shelter Agreement
- b. CBIZ, Fixed Asset Reporting and Valuation & Inventory Updating Services, 2014-2015
- c. Commack UFSD, Health & Welfare Services, 2013-2014 school year
- d. Cullen & Danowski, LLP, Audit of Financial Statements, 6/30/2015
- e. Christine Friebel, Internal Auditor, 2014-2015
- f. Garden City Public Schools, Health & Welfare Services, 2013-2014
- g. Health Source Group, Professional Health Care Personnel, 2014-2015

**Business Contracts**

- h. HMB Consultants, Consultant for School Lunch Program, 2014-2015
- i. iTutor.com Inc., 2014-2015
- j. J.J. Stanis and Company, Inc., Flexible Spending Account, Client Services Agreement, 2014-2015
- k. J.J. Stanis and Company, Inc., Administration Services Agreement, Self-Funded Dental Administrative Services Agreement, 2014-2015
- l. Dr. Donald Lawrence, School Physician 2014-2015 school year
- m. Long Island University, S.C.A.L.E. Program, 2014-2015 school year
- n. Neopost, Equipment Maintenance Agreement, Mail System, 8/9/2014-8/8/2015
- o. Omni Group, Services Agreement Reinstatement for Continuation of 403(b)/457(b) Administration Services, 2014-2015
- p. Rapid Armored Corporation, Armored Car Delivery Agreement, 2014-2015
- q. Rockville Centre UFSD, Health & Welfare Services, 2013-2014 school year
- r. Shoreline Networks, Inc., Network Administrator, 2014-2015
- s. The Substitute Service, LLC., Certified Substitute Teachers, 2014-2015 school year
- t. US Medical Staffing, Professional Health Care Personnel, 2014-2015
- u. West Hempstead UFSD, Health & Welfare Services, 2013-2014 school year

Enclosures VIII.E.2.a-aa

- a. Becker, Andrea, psychologist for nonpublic schools 2014-2015
- b. Brookville Center for Children's Services, Inc. tuition for 2014-2015 school year
- c. Clancy-Schifilliti, Mella, social worker for nonpublic schools 2014-2015
- d. Hagler, Monique, nurse for nonpublic schools 2014-2015
- e. Hewlett-Woodmere UFSD Health and Welfare service contract 2013-2014 school year
- f. Jerzolini, Rebecca, social worker for nonpublic schools 2014-2015
- g. Jozsef, Doni, social worker for nonpublic schools 2014-2015
- h. Kiffel, Fay, nurse for nonpublic schools 2014-2015
- i. Klinkowitz, Yehuda, social worker for nonpublic schools 2014-2015
- j. Kornreich Technology Center consultant services 2014-2015 school year
- k. Krupka, Rayla, nurse for nonpublic schools 2014-2015
- l. Lesser, Elana, psychologist for nonpublic schools 2014-2015
- m. Malvern UFSD nonresident student tuition 2013-2014 school year
- n. Mayer, Shoshana, psychologist for nonpublic schools 2014-2015
- o. Michaud, Ryan, psychologist for nonpublic schools 2014-2015
- p. Moskowitz, Adina, nurse for nonpublic schools 2014-2015
- q. New York Therapy Placement Services, Inc. related therapy services 2014-2015 school year
- r. Orner, Debra, nurse for nonpublic schools 2014-2015
- s. QSAC, Inc. IDEA flow-through funds 2013-2014 school year
- t. Reach for the Stars Tutoring, tutoring services 2014-2015 school year
- u. Rozanski, Barbara, nurse for nonpublic schools 2014-2015
- v. Sinnreich, Ariella psychologist for nonpublic schools 2014-2015
- w. Sperber, Susan, nurse for nonpublic schools 2014-2015
- x. Tanzman, Leora, psychologist for nonpublic schools 2014-2015
- y. Wargon, Naomi, psychologist for nonpublic schools 2014-2015

**Curriculum/PPS  
Contracts**

<p>z. Weiss, Hannah, nurse for nonpublic schools 2014-2015  aa. Zyllerberg, Meredith, social worker for nonpublic schools 2014-2015</p>	
<p>The Board of Education hereby accepts a donation of \$2,500 from Debbie Regan Locations, LTD to be used for Music and Athletics.</p>	<b>Donation</b>
<p>The Lawrence Union Free School District Board of Education hereby adopts the Income Eligibility Guidelines for Free and Reduced Price Meals for the 2014-2015 school year, as established by the Federal Government.</p>	<b>Income Eligibility Guidelines for Free and Reduced Price Meals 2014-2015</b>
<p>TAX ANTICIPATION NOTE RESOLUTION OF LAWRENCE UNION FREE SCHOOL DISTRICT, NEW YORK, ADOPTED JULY 3, 2014, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$10,000,000 TAX ANTICIPATION NOTES IN ANTICIPATION OF THE RECEIPT OF TAXES TO BE LEVIED FOR THE FISCAL YEAR ENDING JUNE 30, 2015.</p> <p><b>RESOLVED</b> BY THE BOARD OF EDUCATION OF LAWRENCE UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, AS FOLLOWS:</p> <p>Section 1. Tax Anticipation Notes (herein called "Notes") of Lawrence Union Free School District, in the County of Nassau, New York (herein called "District"), in the principal amount of not to exceed \$10,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of §24.00 and §39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").</p> <p>Section 2. The following additional matters are hereby determined and declared:</p> <p>(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2014 and ending June 30, 2015, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.</p> <p>(b) The Notes shall mature within the period of one year from the date of their issuance.</p> <p>(c) The Notes are not issued in renewal of other notes.</p> <p>(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.</p> <p>Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.</p> <p>Section 4. Subject to the provisions of this resolution and the Law, and pursuant to § 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of</p>	<b>Tax Anticipation Note</b>

<p>the Board of Education, the chief fiscal officer of the District.  Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.  Section 6. This resolution shall take effect immediately.</p>	
Enclosure IX.A.2	<b>Retirement: Civil Service</b>
Enclosure IX.B.1	<b>Resignation: Professional Staff</b>
Enclosure IX.C.1.a	<b>Discontinuance of Employment: Abolition of Position: Professional Staff</b>
Enclosure IX.C.2.a	<b>Discontinuance of Employment: Terminations by Reason of Abolition of Position: Professional Staff</b>
Enclosure IX.C.4.b	<b>Discontinuance of Employment: Termination: Civil Service</b>
Enclosure IX.D.2	<b>Leave of Absence: Civil Service</b>
Enclosure IX.E	<b>Tenure</b>
Enclosure IX.F.1	<b>Appointments: Professional Staff</b>
Enclosure IX.F.1.c	<b>Appointments: Professional: Approved Substitute Teachers</b>
Enclosure IX.F.2	<b>Appointments: Civil Service</b>
Enclosure IX.F.2.c	<b>Appointments: Civil Service: Approved Substitutes</b>
Enclosure IX.G.2.a	<b>Extra Compensation: Civil Service: Summer School</b>

<p><b>RESOLVED</b> that the Board of Education of the Lawrence Union Free School District hereby moves to adopt Policy 5620 and Policy 4860 as presented.</p>	<p><b>Policies Adopted</b></p>						
<p><b>RESOLVED</b>, that the Lawrence Union Free School District Board of Education hereby moves to approve the terms and conditions as indicated in the (6) Stipulation of Settlement between the District and the parents of the youngsters classified by the District's CSE and as identified by the District case numbers listed below.</p> <table border="1" data-bbox="300 401 467 625"> <tr><td>13/14-07</td></tr> <tr><td>13/14-08</td></tr> <tr><td>13/14-09</td></tr> <tr><td>13/14-12</td></tr> <tr><td>13/14-13</td></tr> <tr><td>13/14-14</td></tr> </table>	13/14-07	13/14-08	13/14-09	13/14-12	13/14-13	13/14-14	<p><b>Stipulation of Settlement (6)</b></p>
13/14-07							
13/14-08							
13/14-09							
13/14-12							
13/14-13							
13/14-14							
<p><b>RESOLVED</b> that the Lawrence Public Schools participate in the Nassau County Directors of School Facilities Purchasing Consortium.</p>	<p><b>Facilities Purchasing Consortium</b></p>						
<p>As a result of the RFP for Universal Pre-K CBO, the following organizations have submitted and met the requirements set forth in the RFP:</p> <ul style="list-style-type: none"> <li>• Bais Yaakov Ateres Miriam</li> <li>• Yeshiva Ketana</li> </ul> <p>As a result of the RFP for Universal Pre-K CBO issued on May 3, 2013, the following organizations will be renewed for the 2014-15 school year:</p> <ul style="list-style-type: none"> <li>• Bnos Bais Yaakov</li> <li>• Brandeis</li> <li>• Five Towns Early Learning Center</li> <li>• Hebrew Academy of Five Towns and Rockaway</li> <li>• Hebrew Academy of Long Beach</li> <li>• Jewish Community Center of Greater Five Towns</li> <li>• Shulamith School for Girls</li> <li>• Torah Academy for Girls</li> <li>• Yeshiva Darchei Torah</li> <li>• Yeshiva South Shore</li> </ul> <p><b>RESOLVED</b> that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby accepts and approves the above listed organizations to perform these services for the District.</p>	<p><b>UPK-CBO</b></p>						
<p>Mechanical Engineering proposals were received in the Business Office on June 25, 2014 in response to a duly issued RFP, based on our analysis, and upon the recommendation of the Superintendent, the Board of Education of the Lawrence Union Free School District hereby appoints Eisenbach &amp; Ruhnke Engineering, P.C. as the Mechanical Engineers for the Lawrence Public Schools.</p>	<p><b>Mechanical Engineering Appointment</b></p>						
<p><b>WHEREAS</b>, the Lawrence Union Free School District has incurred unanticipated Transportation and Workers Compensation expenses; and</p> <p><b>WHEREAS</b>, the cost of these unanticipated expenses has created an over expenditure of appropriations in the 2013-2014 budget; and</p>	<p><b>Increase Appropriations</b></p>						



**WHEREAS**, Education Law §1718 states that "No Board of Education shall incur a district liability in excess of the amount appropriated by a district meeting unless such Board is specially authorized by law to incur such liability.

**THEREFORE, BE IT RESOLVED**, that the 2013-2014 budget be amended as follows:

**INCREASE APPROPRIATIONS:**

Various codes within Special Education		\$500,000
E5540.60.9600.411	Transportation	\$300,000
E9040.800.00.0000	Workers Compensation	\$200,000

**BE IT FURTHER RESOLVED**, that the increase in appropriations be funded through the use of estimated anticipated increase in the amount of \$1,000,000 due to the increase in State Aid and other revenue.

The Board of Education hereby ratifies the confidential agreement for employee 1000536, which agreement grants a fourth year of probationary employment and which was previously executed by the Superintendent of Schools and employee 1000536 on June 30, 2014.

**JUUL Agreement**

The Board of Education hereby approves to extend the Independent Coach Corporation service contract for 2014-2015.

**ICC Transportation**

The Board of Education of the Lawrence Union Free School District hereby acknowledges receipt of enclosures XI.A, D and E.

**Informational Items**

Enclosures XI.A.1-3  
1. Warrant # 22  
2. Warrant # 23  
3. Warrant # 12MR

**Warrants**

Enclosure XI.E

**CSE/CPSE  
Recommendations**

Upon motion by Uri Kaufman and seconded by Asher Mansdorf the Board entered executive session at 8:13 p.m. to discuss personnel items pertaining to particular employees.

**Executive Session**

Upon motion by Murray Forman and seconded by David Sussman the executive session was closed and the regular meeting was adjourned at 9:12 p.m.

**Adjournment**

**Mohinder Bharaj  
District Clerk**