

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

Regular Meeting
Lawrence High School
Monday, October 15, 2018, 8:00 PM

AGENDA

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

II. REPORTS/PRESENTATIONS

III. BUSINESS/FINANCE (Enclosures)

A. Treasurer's Report (None)

B. Encumbrances (Over \$50,000)

1. Advantage Music, \$84,320, emergency replacement of musical instruments
2. ATC Healthcare Services, \$180,000, nursing services, 2018-2019 school year
3. Belfor Long Island, LLC, \$82,000, emergency cleaning of Middle School music rooms
4. Brookville Center Children's Services, \$70,000, tuition 2018-2019 school year
5. Center for Developmental Disabilities, \$175,000, tuition and maintenance, 2018-2019 school year
6. The Center for Discovery, \$160,000, tuition, 2018-2019 school year
7. Janet R. Doyle, \$63,000, BCBA services, 2018-2019 school year
8. Judy Ehrenreich, \$54,000, occupational therapy services, 2018-2019 school year
9. Franklin Group, \$99,645, printing of common core workbooks
10. Full Care, Inc., \$50,000, nursing services, 2018-2019 school year
11. Kara Gomberg, \$54,000, speech/language therapy services, 2018-2019 school year
12. The Hagedorn Little Village School, \$60,000, tuition, 2018-2019 school year
13. Health Source Group, \$642,242, resource room services, 2018-2019 school year
14. Health Source Group, \$430,000, non-public resource room services, 2018-2019 school year
15. Health Source Group, \$680,000, non-public nurses, 2018-2019 school year
16. Health Source Group, \$475,000, non-public psychologists, 2018-2019 school year
17. Health Source Group, \$450,000, non-public social workers, 2018-2019 school year
18. Helping Hands Children's Services, \$60,000, ABA therapy services, 2018-2019 school year
19. Henry Viscardi School, \$75,000, tuition, 2018-2019 school year
20. Deena Holchendler, \$65,000, speech/language therapy services, 2018-2019 school year
21. Intralogic Solutions, \$450,000, security projects for Lawrence Primary School and Lawrence Middle School
22. Brocha Kaplan, \$65,000, occupational therapy services, 2018-2019 school year
23. Kelly Kuylen, \$63,000, BCBA services, 2018-2019 school year
24. Martin dePorres School, \$140,000, tuition, 2018-2019 school year
25. Mill Neck Manor for the Deaf, \$70,000, tuition, 2018-2019 school year
26. Network Solutions and Technology, \$333,000, on-site technical support, 2018-2019 school year
27. R.I.S.E., \$55,000, tuition, 2018-2019 school year
28. Rockville Centre UFSD, \$140,000, tuition, 2018-2019 school year
29. SCO Family Services, \$90,000, tuition, 2018-2019 school year

30. South Oaks, \$250,000, transition training, 2018-2019 school year
31. Abigail Stoll, \$50,000, occupational therapy services, 2018-2019 school year
32. Tiegerman School, \$50,000, tuition, 2018-2019 school year
33. US Medical Staffing, \$113,000, nursing services, 2018-2019 school year

C. Bids

Vendor	Purpose	Amount
Franklin Group	Printing of Common Core Workbooks	\$99,645
Full Service Contracting	Small General Construction	Cost Per Hour Mechanic: \$97.50 Cost Per Hour Apprentice: \$85.00 Mark-Up: 15%
First Student	Pupil Transportation	\$33,600

D. Budget Transfers (Over \$25,000)

1. Business Office, \$145,000, BOCES Career Training, CNA Program

E. Contracts

1. Business Contracts

- a. CBIZ Valuation Group LLC, Capital Asset Reporting & NYSIR Property Insurance Reporting, January 2019 – December 2019
- b. Mill Neck Manor, \$2,200pp, \$1,300p/matron, transportation service, October 1, 2018- November 1, 2018
- c. Mill Neck Manor, \$2,400 per student/per month, \$1,800 per matron/per month, transportation service, November 1-June 30, 2019
- d. OptiGate, \$2,100 annually, employee self-service portal connected to nVision, 2018-2019 school year
- e. School in Sites, \$3,600, web base hosting service, 2018-2019 school year

2. Curriculum/PPS Contracts

- a. Hagedorn Little Village School, evaluations, 2018-2019 school year
- b. Hicksville UFSD, DOL/DOR, 2018-2019 school year
- c. Learn Well, tutoring, 2018-2019 school year
- d. Jodie Mishkin-Michaelson, assistive technology services, 2018-2019 school year
- e. Caryl Oris, M.D., psychiatric services, treatment sessions, evaluations, consultations, meetings and screenings, 2018-2019 school year

IV. PERSONNEL ITEMS

A. Retirements

1. Professional Staff (None)
2. Civil Service Staff ([Enclosure](#))

B. Resignations

1. Professional Staff ([Enclosure](#))
2. Civil Service Staff ([Enclosure](#))

C. Discontinuance of Employment

1. Abolition of Positions
 - a. Professional ([Enclosure](#))
 - b. Civil Service (None)
2. Terminations By Reason of Abolition of Positions
 - a. Professional ([Enclosure](#))
 - b. Civil Service (None)
3. Discontinuance of Employment (None)

- 4. Terminations
 - a. Professional (None)
 - b. Civil Service ([Enclosure](#))
- D. Leave Of Absence
 - 1. Professional Staff ([Enclosure](#))
 - 2. Civil Service (None)
- E. Tenure (None)
- F. Appointments
 - 1. Professional Staff ([Enclosure](#))
 - a. Change of Employment Status ([Enclosure](#))
 - b. Emergency Conditional Appointments (None)
 - c. Approved Substitute Teachers ([Enclosure](#))
 - d. Home Tutors (None)
 - 2. Civil Service Staff ([Enclosure](#))
 - a. Change of Employment Status ([Enclosure](#))
 - b. Emergency Conditional Appointments (None)
 - c. Approved Substitutes ([Enclosure](#))
- G. Extra Compensation
 - 1. Professional Staff ([Enclosure](#))
 - 2. Civil Service Staff ([Enclosure](#))

V. ADMINISTRATIVE ITEMS

- A. LPSACP Employee MOA ([Enclosure](#))
- B. Stipulation of Settlement and General Release ([Confidential Enclosure](#))

BE IT RESOLVED, that the Board of Education of the Lawrence Union Free School District hereby approve the terms and conditions as indicated in the Stipulation of Settlement and General Release resolving certain matters between the District and the parents of three (3) students classified by the District's CSE, as identified on confidential Enclosure V.B and subject to review and approval of District Counsel.

BE IT FURTHER RESOLVED that the Board of Education authorizes the President of the Board to execute the Stipulation of Settlement and General Release as approved on the Board's behalf.

- B. Mold Remediation, Air Quality Testing and Replacement of Musical Instruments

WHEREAS, the LUFSD Board of Education is aware that several musical instruments were damaged by mold at the Lawrence Middle School campus; and

WHEREAS, the LUFSD Board of Education understands the importance of a strong music program to help promote positive outcomes in student learning, provide cultural experiences to students, and enhance students' artistic abilities,

NOW THEREFORE BE IT RESOLVED that the LUFSD Board of Education approves the following emergency expenditures from the General Fund: 1) approximately \$82,000 to Belfor Long Island, LLC for mold remediation and cleaning of the music rooms at the Lawrence Middle School campus; 2) approximately \$1,095 to EnviroScience for air quality testing; and 3) approximately \$84,000 to Advantage Music for the express and limited purpose of replacing damaged musical instruments for school use by students/faculty of the District.

BE IT FURTHER RESOLVED that such expenditures qualify as exceptions to the competitive bidding requirements set forth by law. See, Gen. Mun, Law Section 103(4).

VI. INFORMATIONAL ITEMS (Enclosures)

- A. Warrant # 3, 4, 5, 6
- B. Budget Summary by Function – July 2018, August 2018
- C. Revenue Status Report – July 2018, August 2018
- D. Extra Classroom Activity Funds
 - 1. High School – July 2018, August 2018
 - 2. Middle School – July 2018, August 2018
- E. Confidential CSE/CPSE Recommendations

VII. PUBLIC COMMENT

Please tell us your name and affiliation, if you are representing a specific group. All participants are asked to abide by the two minute time limit. Speakers may comment on matters related to the agenda. All speakers are to conduct themselves in a civil manner.

As always, public discussion on matters relating to staff and students, at which their reputation, privacy or rights to due process, or those of others could in some way be violated, is prohibited.

VIII. ADJOURNMENT

Future Scheduled Board Meeting:
Regular Meeting
Lawrence High School, November 5, 2018, 8:00 PM

Meeting Notices are posted on the Board of Education webpage of the Lawrence.org District website.

Enclosure
 III..B. 1
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190727
 Page 1 of 1

DATE: 10/10/2018
 VENDOR #: 35
 REQUISITION #: 2480

VENDOR PHONE:
 VENDOR FAX:
 EMAIL:
 REQUESTOR: Havey, Eileen

ORDER TO:
ADVANTAGE MUSIC 429 HAWKINS AVENUE LAKE RONKONKOMA, NY 11779

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516 Attn: Pam Gallopini

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Emergency Replacement of musical instruments destroyed due to mold. ** Change Order: Increase PO	5,000.0000			5,000.00
					79,320.00
Total:					84,320.00

Budget Code	PO Amount	Budget Code	PO Amount
A2110200002200	84,320.00		

<p>Payment Approval</p> <p><i>Marie Elliott</i></p> <p>Purchasing Agent</p>

Enclosure
 III..B. 2
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190655
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 2549
 REQUISITION #: 2408

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:

ATC Healthcare Services, Inc.
 1983 Marcus Avenue
 Suite E-122
 Lake Success, NY 11042

SHIP TO:

Lawrence High School
 2 Reilly Road
 Cedarhurst, NY 11516

Other: Nursing Services 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL. This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX I.D. # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Nursing Services 2018-2019	180,000.0000			180,000.00
Total:					180,000.00

INSTRUCTIONS TO VENDOR
 1 DO NOT overship or substitute without prior School District Approval
 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 3 A separate TAX FREE invoice set must be submitted for each order
 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE
 1 SIGNED DELIVERY RECEIPT
 2 INSURANCE(RECEIPT / NUMBER)
 3 AIR BILL WAY BILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 3
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190689
 Page 1 of 1

DATE: 10/05/2018
 VENDOR #: 249
 REQUISITION #: 2446

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Johnson, Jill

ORDER TO:
Belfor Long Island LLC 60 Raynor Avenue Ronkonkoma, NY 11779

SHIP TO:
Lawrence Public School-Facilities 195 Broadway Lawrence, NY 11559 Attn: Craig Cammarata

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 OT	TCPN contract R142501	0.0000			0.00
1.00 EA	MS music rooms cleaning encumbrance	82,000.0000			82,000.00
Total:					82,000.00

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I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

 Purchasing Agent

Enclosure
III..B. 4
10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
2 Reilly Road
Cedarhurst New York 11516
516-295-7064

2190642

Page 1 of 1

DATE: 10/02/2018
VENDOR #: 302
REQUISITION #: 2393

VENDOR PHONE:
VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
BROOKVILLE CTR CHILDREN'S SERVICES 189 WHEATLEY ROAD BROOKVILLE, NY 11545

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

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certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Tuition 2018-2019	70,000.0000			70,000.00
Total:					70,000.00

INSTRUCTIONS TO VENDOR

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I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 5
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190643
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 383
 REQUISITION #: 2394

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
CENTER FOR DEVELOPMENTAL DISABILITIES, INC. 72 SOUTH WOODS ROAD WOODBURY, NY 11797

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition & Maintenance 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
2.00 EA	Tuition 2018-2019	60,000.0000			120,000.00
1.00 EA	Maintenance 2018-2019	55,000.0000			55,000.00
Total:					175,000.00

- INSTRUCTIONS TO VENDOR**
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Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 6
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190644
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 2264
 REQUISITION #: 2395

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
THE CENTER FOR DISCOVERY P.O. BOX 840 BEN MOSCHE ROAD HARRIS, NY 12742-0840

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
2.00 EA	Tuition 2018-2019	80,000.0000			160,000.00
Total:					160,000.00

- INSTRUCTIONS TO VENDOR**
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 - Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11550
 - A separate TAX FREE invoice set must be submitted for each order
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- TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE**
- SIGNED DELIVERY RECEIPT
 - INSURANCE(RECEIPT / NUMBER)
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I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 7
 10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190563
 Page 1 of 1

DATE: 9/17/2018
 VENDOR #: 1050
 REQUISITION #: 2304

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:

Janet R. Doyle
 302 Unqua Road
 Massapequa, NY 11758

SHIP TO:

Lawrence High School
 2 Reilly Road
 Cedarhurst, NY 11516

Other: BCBA 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL. This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX I.D. # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	BCBA 2018-2019	63,000.0000			63,000.00
Total:					63,000.00

- INSTRUCTIONS TO VENDOR**
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 - Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 - A separate TAX FREE invoice set must be submitted for each order.
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- SIGNED DELIVERY RECEIPT
 - INSURANCE(RECEIPT / NUMBER)
 - AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 8
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190559
 Page 1 of 1

DATE: 9/14/2018
 VENDOR #: 1173
 REQUISITION #: 2296

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spogis, Margaret

ORDER TO:
JUDY EHRENREICH 15 ELM ST. WOODMERE, NY 11598

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Occupational Therapist 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Occupational Therapy 2018-2019	54,000.0000			54,000.00
Total:					54,000.00

INSTRUCTIONS TO VENDOR
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Marie Elliott

Purchasing Agent

Enclosure
 III..B. 9
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190513
 Page 1 of 1

DATE: 9/04/2018
 VENDOR #: 785
 REQUISITION #: 1845

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Bowers, Kathy

ORDER TO:
FRANKLIN GROUP 1856 FLATBUSH AVE BROOKLYN, NY 11210

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Lawrence Public School Bid

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Printing of Common Core Workbooks	99,645.0000			99,645.00
Total:					99,645.00

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Purchasing Agent

Enclosure
III..B. 10
10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
2 Reilly Road
Cedarhurst New York 11516
516-295-7064

2190633
Page 1 of 1

DATE: 9/28/2018
VENDOR #: 2514
REQUISITION #: 2384

VENDOR PHONE:
VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Full Care, Inc. 189 Sunrise Highway Suite 204 Rockville Centre, NY 11570

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Nursing Services 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL. This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Nursing Services 2018-2019	50,000.0000			50,000.00
Total:					50,000.00

- INSTRUCTIONS TO VENDOR
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 - Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
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 - Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
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 - AIR BILL, WAYBILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott
Purchasing Agent

Enclosure
III..B. 11
10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
2 Reilly Road
Cedarhurst New York 11516
516-295-7064

2190552
Page 1 of 1

DATE: 9/13/2018
VENDOR #: 1184
REQUISITION #: 2289

VENDOR PHONE:
VENDOR FAX:

REQUESTOR: Spogis, Margaret

ORDER TO:
KARA GOMBERG 73-15 Park Drive East FLUSHING, NY 11367

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Speech/Language Therapist - 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

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certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Speech/Language Therapy - 2018-2019	54,000.0000			54,000.00
Total:					54,000.00

INSTRUCTIONS TO VENDOR

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TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- SIGNED DELIVERY RECEIPT
- INSURANCE(RECEIPT / NUMBER)
- AIR BILL WAY BILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott
Purchasing Agent

Enclosure
 III..B. 12
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190645

Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 2276
 REQUISITION #: 2396

VENDOR PHONE: 5165206000
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:

THE HAGEDORN LITTLE VILLAGE SCHOOL
 750 HICKSVILLE ROAD
 SEAFORD, NY 11783

SHIP TO:

Lawrence High School
 2 Reilly Road
 Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

This is a governmental purchase order which may be accepted in lieu of exemption
 certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Tuition 2018-2019	60,000.0000			60,000.00
Total:					60,000.00

INSTRUCTIONS TO VENDOR

- 1 DO NOT overship or substitute without prior School District Approval
- 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- 3 A separate TAX FREE invoice set must be submitted for each order
- 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
- 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- 1 SIGNED DELIVERY RECEIPT
- 2 INSURANCE(RECEIPT / NUMBER)
- 3 AIR BILL WAYBILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 13
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190523
 Page 1 of 1

DATE: 9/07/2018
 VENDOR #: 911
 REQUISITION #: 2250

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Health Source Group, Inc. 76 N Broadway Suite # 3003 Hicksville, NY 11801

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Resource Room - 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Resource Room Services 2018 - 2019	642,242.0000			642,242.00

Total: 642,242.00

- INSTRUCTIONS TO VENDOR
- DO NOT overship or substitute without prior School District Approval
 - Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 - A separate TAX FREE invoice set must be submitted for each order
 - Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
 - Purchase Order Number and Location Number must appear on all documents relating to this order

- TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE
- SIGNED DELIVERY RECEIPT
 - INSURANCE(RECEIPT / NUMBER)
 - AIR BILL WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 14
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190524

Page 1 of 1

DATE: 9/7/2018
 VENDOR #: 911
 REQUISITION #: 2251

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Health Source Group, Inc. 76 N Broadway Suite # 3003 Hicksville, NY 11801

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Resource Room 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.

This is a governmental purchase order which may be accepted in lieu of exemption
 certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Resource Room 2018-2019	30,000.0000			30,000.00
	** Change Order: Increase PO				400,000.00
Total:					430,000.00

INSTRUCTIONS TO VENDOR

- DO NOT overship or substitute without prior School District Approval
- Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- A separate TAX FREE invoice set must be submitted for each order
- Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
- Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- SIGNED DELIVERY RECEIPT
- INSURANCE(RECEIPT / NUMBER)
- AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 15
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190525
 Page 1 of 1

DATE: 9/7/2018
 VENDOR #: 911
 REQUISITION #: 2252

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Health Source Group, Inc. 76 N Broadway Suite # 3003 Hicksville, NY 11801

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Nurses 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

This is a governmental purchase order which may be accepted in lieu of exemption
 certificate for sales tax purposes. FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Nurses 2018-2019	30,000.0000			30,000.00
	** Change Order: Increase PO				650,000.00
Total:					680,000.00

COPY

INSTRUCTIONS TO VENDOR

- DO NOT overship or substitute without prior School District Approval
- Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- A separate TAX FREE invoice set must be submitted for each order
- Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
- Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- SIGNED DELIVERY RECEIPT
- INSURANCE(RECEIPT / NUMBER)
- AIR BILL WAY BILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 16
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190526
 Page 1 of 1

DATE: 9/7/2018
 VENDOR #: 911
 REQUISITION #: 2253

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Health Source Group, Inc. 76 N Broadway Suite # 3003 Hicksville, NY 11801

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Psychologist 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Psychologist 2018-2019	25,000.0000			25,000.00
	** Change Order: Increase PO				450,000.00
Total:					475,000.00

COPY

INSTRUCTIONS TO VENDOR

- 1 DO NOT overship or substitute without prior School District Approval
- 2 Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- 3 A separate TAX FREE invoice set must be submitted for each order
- 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
- 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- 1 SIGNED DELIVERY RECEIPT
- 2 INSURANCE(RECEIPT / NUMBER)
- 3 AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
 III.B. 17
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190527
 Page 1 of 1

DATE: 9/7/2018
 VENDOR #: 911
 REQUISITION #: 2254

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Health Source Group, Inc. 76 N Broadway Suite # 3003 Hicksville, NY 11801

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Social Workers 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Social Workers 2018-2019	30,000.0000			30,000.00
	** Change Order: Increase PO				420,000.00
Total:					450,000.00

INSTRUCTIONS TO VENDOR
 1 DO NOT overship or substitute without prior School District Approval
 2 Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 3 A separate TAX FREE invoice set must be submitted for each order
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 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE
 1 SIGNED DELIVERY RECEIPT
 2 INSURANCE(RECEIPT / NUMBER)
 3 AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 18
 10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190564

Page 1 of 1

DATE: 9/17/2018
 VENDOR #: 926
 REQUISITION #: 2305

VENDOR PHONE: 6316593337
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
HELPING HANDS CHILDREN'S SERVICES 229 Laurel Road East Northport, NY 11731

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: ABA Therapy 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL. This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX I.D. # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	ABA Therapy 2018-2019	60,000.0000			60,000.00
Total:					60,000.00

- INSTRUCTIONS TO VENDOR**
- DO NOT overship or substitute without prior School District Approval.
 - Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 - A separate TAX FREE invoice set must be submitted for each order.
 - Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
 - Purchase Order Number and Location Number must appear on all documents relating to this order.

- TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE:**
- SIGNED DELIVERY RECEIPT
 - INSURANCE(RECEIPT / NUMBER)
 - AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

Purchasing Agent

Enclosure
III..B. 19
10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
2 Reilly Road
Cedarhurst New York 11516
516-295-7064

2190712
Page 1 of 1

DATE: 10/09/2018
VENDOR #: 931
REQUISITION #: 2468

VENDOR PHONE:
VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
HENRY VISCARDI SCHOOL 201 I.U. WILLETS ROAD ALBERTSON, NY 11507

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

This is a governmental purchase order which may be accepted in lieu of exemption
certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Tuition 2018-2019	75,000.0000			75,000.00

Total: 75,000.00

INSTRUCTIONS TO VENDOR

- 1 DO NOT overship or substitute without prior School District Approval
- 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- 3 A separate TAX FREE invoice set must be submitted for each order
- 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
- 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- 1 SIGNED DELIVERY RECEIPT
- 2 INSURANCE(RECEIPT / NUMBER)
- 3 AIR BILL WAY BILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott
Purchasing Agent

Enclosure
 III..B. 20
 10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190567

Page 1 of 1

DATE: 9/17/2018
 VENDOR #: 536
 REQUISITION #: 2308

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
DEENA HOLCHENDLER 609 Woodmere Blvd WOODMERE, NY 11598

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Speech/Language Therapist 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX I.D. # 11-6000136.
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Speech/Language Therapy 2018-2019	65,000.0000			65,000.00
Total:					65,000.00

INSTRUCTIONS TO VENDOR
 1. DO NOT overship or substitute without prior School District Approval.
 2. Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 3. A separate TAX FREE invoice set must be submitted for each order.
 4. Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
 5. Purchase Order Number and Location Number must appear on all documents relating to this order.

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE:
 1.SIGNED DELIVERY RECEIPT
 2 INSURANCE(RECEIPT / NUMBER)
 3.AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 21
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190487
 Page 1 of 1

DATE: 8/27/2018
 VENDOR #: 1001
 REQUISITION #: 2219

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Johnson, Jill

ORDER TO:
INTRALOGIC SOLUTIONS 511 OCEAN AVENUE MASSAPEQUA, NY 11758

SHIP TO:
Lawrence Public School-Facilities 195 Broadway Lawrence, NY 11559

Other:

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 OT	NYS 20191	0.0000			0.00
1.00 EA	No. 2 security projects ENCUMBRANCE	200,000.0000			200,000.00
1.00 EA	MS security project ENCUMBRANCE	250,000.0000			250,000.00

Total: 450,000.00

- INSTRUCTIONS TO VENDOR
- DO NOT overship or substitute without prior School District Approval
 - Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 - A separate TAX FREE invoice set must be submitted for each order
 - Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
 - Purchase Order Number and Location Number must appear on all documents relating to this order

- TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE
- SIGNED DELIVERY RECEIPT
 - INSURANCE(RECEIPT / NUMBER)
 - AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 22
 10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190566

Page 1 of 1

DATE: 9/17/2018
 VENDOR #: 297
 REQUISITION #: 2307

VENDOR PHONE: 9178867592
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
BROCHA KAPLAN 1125 Harris Street FAR ROCKAWAY, NY 11691

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Occupational Therapist 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$35 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX I.D. # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Occupational Therapy 2018-2019	65,000.0000			65,000.00
Total:					65,000.00

INSTRUCTIONS TO VENDOR

- DO NOT overship or substitute without prior School District Approval.
- Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- A separate TAX FREE invoice set must be submitted for each order.
- Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
- Purchase Order Number and Location Number must appear on all documents relating to this order.

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE:

- SIGNED DELIVERY RECEIPT
- INSURANCE(RECEIPT / NUMBER)
- AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 23
 10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190562
 Page 1 of 1

DATE: 9/17/2018
 VENDOR #: 2550
 REQUISITION #: 2303

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Kelly Kuylen 169 Wanser Avenue Inwood, NY 11096

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: BCBA - 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.

This is a governmental purchase order which may be accepted in lieu of exemption
 certificate for sales tax purposes. FEDERAL TAX I.D. # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	BCBA 2018-2019	63,000.0000			63,000.00
Total:					63,000.00

INSTRUCTIONS TO VENDOR

1. DO NOT overship or substitute without prior School District Approval.
2. Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11539
3. A separate TAX FREE invoice set must be submitted for each order.
4. Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
5. Purchase Order Number and Location Number must appear on all documents relating to this order.

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE:

1. SIGNED DELIVERY RECEIPT
2. INSURANCE(RECEIPT / NUMBER)
3. AIR BILL. WAY BILL. BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott
 Purchasing Agent

Enclosure
 III..B. 24
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190646
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 1432
 REQUISITION #: 2397

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
MARTIN DE PORRES SCHOOL 621 ELMONT ROAD ELMONT, NY 11003

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.

This is a governmental purchase order which may be accepted in lieu of exemption
 certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
4.00 EA	Tuition 2018-2019	35,000.0000			140,000.00
Total:					140,000.00

INSTRUCTIONS TO VENDOR

- 1 DO NOT overship or substitute without prior School District Approval
- 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- 3 A separate TAX FREE invoice set must be submitted for each order
- 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
- 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- 1 SIGNED DELIVERY RECEIPT
- 2 INSURANCE(RECEIPT / NUMBER)
- 3 AIR BILL WAYBILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 25
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190713
 Page 1 of 1

DATE: 10/09/2018
 VENDOR #: 1535
 REQUISITION #: 2469

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Mill Neck Manor School for the Deaf 40 Frost Mill Road PO Box 12 Mill Neck, NY 11765

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Tuition 2018-2019	70,000.0000			70,000.00
Total:					70,000.00

INSTRUCTIONS TO VENDOR
 1 DO NOT overship or substitute without prior School District Approval
 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 3 A separate TAX FREE invoice set must be submitted for each order
 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE
 1 SIGNED DELIVERY RECEIPT
 2 INSURANCE(RECEIPT / NUMBER)
 3 AIR BILL WAY BILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 26
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190273
 Page 1 of 1

DATE: 7/18/2018
 VENDOR #: 2533
 REQUISITION #: 1966

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Johnson, Jill

ORDER TO:
Network Solutions and Technology 81 Larkfield Road East Northport, NY 11731

SHIP TO:
Lawrence Public Schools - Technology 195 Broadway Lawrence, NY 11559 Attn: Carolyn Dowling

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL.	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	on-site technical support annual contract ** Change Order: Increase PO	27,750.0000			27,750.00
					305,250.00
Total:					333,000.00

COPY

INSTRUCTIONS TO VENDOR

- DO NOT overship or substitute without prior School District Approval
- Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- A separate TAX FREE invoice set must be submitted for each order
- Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt.
- Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- SIGNED DELIVERY RECEIPT
- INSURANCE(RECEIPT / NUMBER)
- AIR BILL. WAY BILL. BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 27
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190648
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 1890
 REQUISITION #: 2399

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:

R.I.S.E.
 P.O. Box 937
 Monsey, NY 10952

SHIP TO:

Lawrence High School
 2 Reilly Road
 Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

This is a governmental purchase order which may be accepted in lieu of exemption
 certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Tuition 2018-2019	55,000.0000			55,000.00
Total:					55,000.00

INSTRUCTIONS TO VENDOR

- 1 DO NOT overship or substitute without prior School District Approval
- 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- 3 A separate TAX FREE invoice set must be submitted for each order
- 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
- 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- 1 SIGNED DELIVERY RECEIPT
- 2 INSURANCE(RECEIPT / NUMBER)
- 3 AIR BILL WAYBILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 28
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190653
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 1988
 REQUISITION #: 2404

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spogis, Margaret

ORDER TO:

ROCKVILLE CENTRE UFSD
 ADMIN.OFFICE SHEPHERD STREET
 ROCKVILLE CENTRE, NY 11570

SHIP TO:

Lawrence High School
 2 Reilly Road
 Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25
 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

This is a governmental purchase order which may be accepted in lieu of exemption
 certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
2.00 EA	Tuition 2018-2019	70,000.0000			140,000.00
Total:					140,000.00

INSTRUCTIONS TO VENDOR

- 1 DO NOT overship or substitute without prior School District Approval
- 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- 3 A separate TAX FREE invoice set must be submitted for each order
- 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
- 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- 1 SIGNED DELIVERY RECEIPT
- 2 INSURANCE(RECEIPT / NUMBER)
- 3 AIR BILL WAYBILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 29
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190649
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 2092
 REQUISITION #: 2400

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
SCO Family of Services 1 ALEXANDER PLACE GLEN COVE, NY 11542

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
2.00 EA	Tuition 2018-2019	45,000.0000			90,000.00
Total:					90,000.00

- INSTRUCTIONS TO VENDOR
- DO NOT overship or substitute without prior School District Approval
 - Send all invoices in duplicate to LAWRENCE UFSO, PO BOX 477, LAWRENCE, NY, 11559
 - A separate TAX FREE invoice set must be submitted for each order
 - Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
 - Purchase Order Number and Location Number must appear on all documents relating to this order

- TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE
- SIGNED DELIVERY RECEIPT
 - INSURANCE(RECEIPT / NUMBER)
 - AIR BILL, WAY BILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
III..B. 30
10/15/18

PURCHASE ORDER
LAWRENCE UNION FREE SCHOOL DISTRICT
2 Reilly Road
Cedarhurst New York 11516
516-295-7064

2190711
Page 1 of 1

DATE: 10/09/2018
VENDOR #: 2157
REQUISITION #: 2466

VENDOR PHONE:
VENDOR FAX:

REQUESTOR: Spogais, Margaret

ORDER TO:
SOUTH OAKS 400 SUNRISE HWY AMITYVILLE, NY 11701

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Transition Training 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL

This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Transition Training 2018-2019	250,000.0000			250,000.00
Total:					250,000.00

- INSTRUCTIONS TO VENDOR
- 1 DO NOT overship or substitute without prior School District Approval
 - 2 Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 - 3 A separate TAX FREE invoice set must be submitted for each order
 - 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
 - 5 Purchase Order Number and Location Number must appear on all documents relating to this order

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- 1 SIGNED DELIVERY RECEIPT
 - 2 INSURANCE(RECEIPT / NUMBER)
 - 3 AIR BILL WAYBILL BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

Purchasing Agent

Enclosure
 III..B. 31
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190679
 Page 1 of 1

DATE: 10/03/2018
 VENDOR #: 11
 REQUISITION #: 2433

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spogis, Margaret

ORDER TO:
Abigail Stoll 33 Wedgwood Lane Lawrence, NY 11559

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Occupational Therapist 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P.O. MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL. This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes. FEDERAL TAX ID # 11-6000136

Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Occupational Therapy 2018-2019	50,000.0000			50,000.00
Total:					50,000.00

INSTRUCTIONS TO VENDOR

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- 2 Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
- 3 A separate TAX FREE invoice set must be submitted for each order
- 4 Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
- 5 Purchase Order Number and Location Number must appear on all documents relating to this order

TO EXPEDITE PAYMENT PLEASE ATTACH ANY OF THE FOLLOWING TO YOUR SPECIFIC INVOICE

- 1 SIGNED DELIVERY RECEIPT
- 2 INSURANCE(RECEIPT / NUMBER)
- 3 AIR BILL, WAYBILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER.

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 32
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190652
 Page 1 of 1

DATE: 10/02/2018
 VENDOR #: 2624
 REQUISITION #: 2403

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spoagis, Margaret

ORDER TO:
Tiegerman School 100 Glen Cove Avenue Glen Cove, NY 11542

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Tuition 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Tuition 2018-2019	50,000.0000			50,000.00
Total:					50,000.00

- INSTRUCTIONS TO VENDOR
- DO NOT overship or substitute without prior School District Approval
 - Send all invoices in duplicate to LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
 - A separate TAX FREE invoice set must be submitted for each order
 - Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
 - Purchase Order Number and Location Number must appear on all documents relating to this order

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- SIGNED DELIVERY RECEIPT
 - INSURANCE(RECEIPT / NUMBER)
 - AIR BILL, WAYBILL, BILL OF LADING

I CERTIFY THAT THE ABOVE GOODS AND/OR SERVICES HAVE BEEN RECEIVED IN GOOD ORDER

Marie Elliott

 Purchasing Agent

Enclosure
 III..B. 33
 10/15/18

PURCHASE ORDER
 LAWRENCE UNION FREE SCHOOL DISTRICT
 2 Reilly Road
 Cedarhurst New York 11516
 516-295-7064

2190621
 Page 1 of 1

DATE: 9/28/2018
 VENDOR #: 2365
 REQUISITION #: 2328

VENDOR PHONE:
 VENDOR FAX:

REQUESTOR: Spogais, Margaret

ORDER TO:
US MEDICAL STAFFING 115 BROADHOLLOW ROAD- SUITE 375 MELVILLE, NY 11747

SHIP TO:
Lawrence High School 2 Reilly Road Cedarhurst, NY 11516

Other: Nursing Services 2018-2019

PRICE INCREASE OR INCREASES IN SHIPPING COST IN EXCESS OF \$25 OVER TOTAL P O MUST RECEIVE PRIOR SCHOOL DISTRICT APPROVAL	This is a governmental purchase order which may be accepted in lieu of exemption certificate for sales tax purposes FEDERAL TAX ID # 11-6000136
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Order Quantity	Item Description	Unit Cost	Discount	Shipping	Extended Cost
1.00 EA	Nursing Services 2018-2019	68,000.0000			68,000.00
	** Change Order: Increase PO				45,000.00
Total:					113,000.00

COPY

INSTRUCTIONS TO VENDOR

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- Send all invoices in duplicate to: LAWRENCE UFSD, PO BOX 477, LAWRENCE, NY, 11559
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- Claims for Freight Charges must be accompanied by receipted Freight Bill or Postal Receipt
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Marie Elliott

 Purchasing Agent

ENCLOSURE
10/15/2018

LAWRENCE PUBLIC SCHOOLS
BUSINESS OFFICE

BOARD OF EDUCATION MEETING – October 15, 2018

BIDS FOR CONSIDERATION

PAGE/S	ITEM/S	RECOMMENDED ACTION
1	PRINTING OF COMMON CORE WORKBOOKS	Approve
1	SMALL GENERAL CONSTRUCTION	Approve
1	PUPIL TRANSPORTATION	Approve

SCHEDULE APPROVE:

DATE: 10/18/2018 SIGNATURE: _____
DISTRICT CLERK

**LAWRENCE PUBLIC SCHOOLS
PURCHASING OFFICE**

TO: Dr. Ann Pedersen, Superintendent of Schools

FROM: Marie Elliott, Purchasing Agent

RE: PRINTING OF COMMON CORE WORKBOOKS

In accordance with Section 103 of Article 5A of the General Municipal Law, re-bids were requested for PRINTING OF COMMON CORE WORKBOOKS. On August 10, 2018, at 11:00 A.M., the bids were publicly opened and read aloud.

The bids were analyzed by Jeremy Feder, Assistant Superintendent for Business and Operations, and the Purchasing Office. Based upon our review and acting in the best interest of the taxpayers and District, we recommend that this bid be awarded to **The Franklin Group**, as the lowest responsible bidder meeting our specifications.

BIDS REQUESTED 2
RESPONSES 2

The tabulation is as follows:

BIDDER	BID AMOUNT
THE FRANKLIN GROUP 1865 Flatbush Avenue Brooklyn NY 11210	\$99,645.00
Sir Speedy 250 Jericho Turnpike Mineola NY 11501	\$109,995.00

**LAWRENCE PUBLIC SCHOOLS
PURCHASING OFFICE**

TO: Dr. Ann Pedersen, Superintendent of Schools
FROM: Marie Elliott, Purchasing Agent
RE: TIME AND MATERIAL BID/SMALL GENERAL CONSTRUCTION

In accordance with Section 103 of Article 5A of the General Municipal Law, bids were requested for SMALL GENERAL CONSTRUCTION. On September 12, 2018, at 11:00 A.M., the bids were publicly opened and read aloud.

The bid/s was/were analyzed by Craig Cammarata, Director of Facilities, and the Purchasing Office. Based upon our review and acting in the best interest of the taxpayers and District, we recommend that this bid be awarded to **FULL SERVICE CONTRACTING** as the lowest responsible bidder meeting our specifications. The estimated amount of this award is in the range of \$10,000 to \$100,000 per year.

BIDS MAILED 16
RESPONSES 2

The tabulation is as follows:

BIDDERS	BID AMOUNT	
FULL SERVICE CONTRACTING	COST PER HR/MECHANIC	\$97.50
510 EAGLE AVENUE	COST PER HR/APPRENTICE	\$85.00
W. HEMPSTEAD NY 11552	MARK-UP PERCENTAGE	15%
CONSTRUCTION FORCE SERVICES INC.	COST PER HR/MECHANIC	\$126.86
260 W. SUNRISE HIGHWAY	COST PER HR/APPRENTICE	\$99.54
VALLEY STREAM NY 11581	MARK-UP PERCENTAGE	18%

**LAWRENCE PUBLIC SCHOOLS
PURCHASING OFFICE**

MEMO

TO: Dr. Ann Pedersen, Superintendent of Schools
FROM: Marie Elliott, Purchasing Agent
RE: **TRANSPORTATION OF PUPILS 2018-2019 SCHOOL YEAR**

In accordance with Section 103 of Article 5A of the General Municipal Law, bids were requested for Transportation of Pupils. On October 10, 2018 at 11:00 A.M. the bids were publicly opened and read aloud.

The bids were analyzed in Purchasing and reviewed by Jeremy Feder, Assistant Superintendent of Business and Operations. Based upon our review we recommend that this bid be awarded to **First Student Inc.** as the lowest responsible bidder meeting our specifications.

BIDS MAILED 6
RESPONSES 2

The awards are as follows:

VENDOR	ROUTE(S)	COST
First Student Inc. 295 Duffy Avenue Hicksville NY	Mill Neck Manor 40 Frost Mill Road Mill Neck NY 11765	\$33,600 (including matron) November 1, 2018 to June 30, 2019
Baumann Bus Company Inc. 107 Lawson Blvd. Oceanside NY 11752	Mill Neck Manor 40 Frost Mill Road Mill Neck NY 11765	\$54,568 (including matron) November 1, 2018 to June 30, 2019

**Lawrence Union Free School District
BUDGET TRANSFER REQUEST**

Enclosure
III..D. 1
10/15/18

10/1/2018

Requ Chanchal Kumar

Transfer TO

Budget Code: A2280490200000 AMT \$ 145,000.00

DESCRIPTION: BOCES CAREER TRAINING
C N A PROGRAM (OCCUPATIONAL ED)

Budget Code: _____ AMT _____
DESCRIPTION: _____

DESCRIPTION: _____

Budget Code: _____ AMT _____
DESCRIPTION: _____

Transfer FROM

Budget Code: A2250490434000 AMT \$ 145,000.00

DESCRIPTION: BOCES -Special Education

Budget Code: _____ AMT _____
DESCRIPTION: _____

Budget Code: _____ AMT _____
DESCRIPTION: _____

Budget Code: _____ AMT _____
DESCRIPTION: _____

Transfer Justification

(If this is a reoccurring expense, adjust future budget)

Transfer to fund the new C N A program at the Lawrence High School

Supervisor' Signature _____

Date: _____

Business Office Approval _____

Date: _____

Superintendent's Approval _____

Date: _____

Business Office Use Only

Verification of Funds: _____

BOE Action: _____

Transfer date: _____

NYSIR Funded Property Valuation Authorization for:

Lawrence UFSD

October 2, 2018



practical solutions for your
District's peace of mind

NYSIR Property Valuation Program



OVERVIEW

The New York Schools Insurance Reciprocal (NYSIR) Property Valuation Program is provided to assist members with establishing supportable property values to address both insurance and GASB-34 property cost accounting requirements. The program is managed by CBIZ Valuation Group, LLC (CBIZ), which has been providing property insurance and capital asset data collection and valuation services for more than 30 years. The program offers districts skilled professional consultants, technology, innovative service offerings and unparalleled customer service. As your property valuation consultants, our primary focus is to make your business easier.

SERVICES

NYSIR members are eligible to receive a paid valuation every five years, a service that includes:

- A physical valuation of your district's buildings and contents
- NYSIR-compliant insurance valuation reports
- GASB-34 property cost accounting reports

EXPERTISE

A subsidiary of CBIZ, Inc. (NYSE: CBZ), we are one of the largest full-service valuation firms in the United States offering the resources of a national company with the personal service you expect from a local partner. Our consulting solutions are designed to meet financial reporting, external audit and property control requirements.

THE BENEFIT

We know that an educated and experienced staff is only part of developing a successful project team that results in a top-notch analysis. Additionally, it requires a commitment to quality and the ability to communicate effectively with all our clients. Every client has specific needs. At CBIZ, we dedicate the time to understand your needs and expectations and take pride in surpassing them.

For further information, please contact these individuals or your local NYSIR representative:

Paul Weinstein, Vice President - NYSIR Marketing
New York Schools Insurance Reciprocal
800.476.9747, ext. 1466
pweinstein@wrightinsurance.com
www.nyslr.org

Ron Acebal, NYSIR Valuation Program Director
609.709.4699 • racebal@cbiz.com
www.cbizvaluation.com



CBIZ Valuation Group, LLC

Valuation, Financial Advisory and Litigation Support

Scope of Services

It is our understanding that our analysis will be used by the District to assist with insurance placement and fixed asset accounting requirements. The purpose of the proposed engagement is to provide professional valuation consulting services to address:

- **Capital Asset Reporting:** Prepare reports that can be utilized by the District in its effort to assist with meeting GASB-34 and GAAP reporting requirements.
- **Property Insurance Reporting:** Prepare reports to be utilized by the District to assist in establishing insurable values and assisting with insurance placement and proof of loss documentation as they relate to the property insurance reporting requirements set forth by NYSIR.

Standard of Value

CVG will utilize various costing methodologies to develop valuation conclusions. The sources may include the use of proprietary and third-party software, proprietary databases, technical pricing subscriptions, various publications, and the District-supplied information (purchase orders, capital project costs, financial statements, etc.). The effective date of the valuation will be the last day of our on-site inspection. The standards of value for this engagement will include the following:

- **Original/Acquisition Cost:** The amount of money originally paid to acquire an asset. It generally includes costs such as transportation, set-up charges, taxes, engineering, and architectural fees.
- **Book Value:** The amount of money originally paid to acquire an asset. It generally includes costs such as transportation, set-up charges, taxes, engineering, and architectural fees minus the accumulated depreciation. Depreciation methodology for this engagement will be Straight-Line Method / First-of-the-Month (Full Month) Convention.
- **Replacement Cost New (RCN):** As applicable to insurance valuations, it is the cost required to produce a property of like kind and materials at one time in accordance with current market prices for materials, labor and manufactured equipment, contractors' overhead, profit and fees, but without provisions for overtime or bonuses for labor and premiums for materials. Our replacement cost new conclusions will include deductions for standard insurance exclusions (i.e., underground piping, foundations, footings, excavation, grading, etc.). We will not take into consideration compliance with state or local ordinances, or costs associated with demolition of property or the removal of debris. Partial losses may result in higher replacement costs as partial losses often require a substantial amount of repair in conjunction with the replacement process.

Appraisal Methodology

For this engagement, our analysis will be limited to the following tangible assets:

- **Buildings:** Buildings will be physically inspected and basic construction components analyzed (foundation, framing, roofing ceiling, exterior/interior walls, and building services). Each building will be photographed and additional insurance underwriting data will be collected including, but not limited to, ISO construction classification, gross square footage, alarm systems, and occupancy and use.
- **Buildings, Capital Project , Land, and Land Improvements (for financial reporting):** Acquisition costs and dates for buildings, land parcels, land improvements and capital projects will be incorporated in our analysis based on information provided by the District.
- **Land Improvements:** Land improvements (outdoor lighting, fencing, signage, playground equipment, etc.) will be physically inspected and recorded.
- **Equipment and Furnishings:** These assets will be physically inventoried using our data collection tools and proprietary data collection software application. Assets with an estimated unit acquisition cost greater than the amount selected by the District (\$500 or \$1,000) will be inventoried, uniformly tagged, and valued individually. Assets that fall below the inventory threshold, such as furniture, will be grouped and valued in aggregate for insurance reporting purposes. As available, we will capture the following information for these assets:
 - Location
 - Department
 - Description
 - Manufacturer
 - Model
 - Serial number
 - Acquisition date*
 - Acquisition cost*
 - Replacement cost
 - Accumulated depreciation
 - Estimated useful life
 - Asset/tag number

*estimated or actual

After consulting with the District, if it is determined that the District maintains a current inventory of computer and other technology equipment, the District and CVG may agree to utilize the existing inventory of computers and other technology equipment to complete a desktop valuation of these assets. If this is agreed to, CVG will then utilize the District inventory to develop the appropriate costs and incorporate these assets into the inventory and valuation reports.

- **Reconciliation to Existing Data:** CVG will attempt to reconcile our findings to the District's existing fixed asset register. In order to accomplish this, the District will be required to provide the existing register with a cost balance that matches their last fixed reporting in an excel format before we start our field inspection. The data should include the following specific elements: acquisition dates, costs, descriptions, and useful lives for individual items. If the District cannot provide this documentation and requires CVG to recreate it, additional fees apply.

Engagement Exclusions

Items excluded from this consulting engagement are defined as infrastructure, intangible assets, software, records, drawings, consumables, stores, spare parts, fine arts, property not located in District facilities during the fieldwork portion of the engagement, and third-party property.

Client Participation & Data Request

CVG will provide the District with an engagement management plan that will outline the cooperation and data we will require in order to successfully complete this engagement in a timely manner. This will include:

- A primary contact for this engagement
- A primary contact that can provide unrestricted access for each location and building
- A current fixed asset ledger in Excel format
- A copy of the current fixed asset policy
- Listing of client supplied data in Excel format (see outline below)
- Applicable security access badges and or documents needed to access facilities
- Previous year's financial report

In addition, we anticipate relying on your annual financial report, property insurance statements of value, engineering studies, blueprints, and facilities' plans, if available. We will also anticipate working with your production, maintenance, accounting, and financial personnel to the extent that they can provide documents and records that may be deemed necessary to complete our study. This data should be provided prior to the start of our field work. Also at this time, please provide your current year additions if you would like them reconciled to your equipment expenditures. Failure to provide this data within this timeframe may lead to this data being omitted from our draft reports.

Due to the unique nature of certain assets, CVG will not physically inventory select assets, and we will provide a preformatted Excel spreadsheet that can be utilized by the District to report these assets. The information for these assets will be included in our reports based upon information provided by the District.

The assets will include:

- Tablets (iPads/Chromebooks)
- Laptop Computers (not located on site)
- Musical Instruments
- Licensed Vehicles
- Uniforms
- Portable Communications Equipment

If this information is provided to CVG more than once, we have the right to bill you an hourly fee for the rework.

Deliverables

CVG will provide an electronic copy of our preliminary reports to the District for review within 60 to 90 days of the completion of the field study. We encourage the District to review all reports with your independent auditor. If necessary, CVG will extend the courtesy of amending these reports one time to account for any adjustments once they are audited. These reports will be provided in electronic PDF format and will include the following:

- Accounting Summary Reports
- Accounting Detail Reports
- Depreciation Reports
- Insurance Summary Reports
- Insurance Detail Report
- Excel Database

Upon acceptance of the preliminary draft reports, we will provide final reports which will include:

- All PDF reports and Excel data

As a NYSIR Subscriber, you should be reporting your updated property values annually to NYSIR. Your insurable replacement costs need to be accurately reflected in any insurance policy issued. We will provide copies of your insurance summary report to NYSIR as part of this engagement. If a paper copy is required a written request from the District is needed.

Optional Perpetuation Services

The following services are provided to the District to assist in maintaining your NYSIR funded appraisal and inventory records. At the District's option you may contract directly with CBIZ Valuation Group for these services. Regardless of the services or software utilized to update your appraisal records, an updated copy of your insurance appraisal should be provided to NYSIR annually.

- **Annual Valuation & Inventory Spreadsheet Update (AVS):** This service provides the District with an electronic method of updating its valuation and property inventory records. Using CVG's preformatted electronic data sheet, the District can enter or upload changes to the property inventory records (additions, deletions, donations and capital projects) and submit these changes annually to us via e-mail. These changes are then reviewed and appended to your most recent valuation data file and updated reports are issued accordingly.
- **Limited or Comprehensive On-Site Inventory Update Service:** This service provides the District resources to conduct limited or comprehensive physical inventory updates for select assets or locations. CVG will visit the District annually and work with your representative(s) to identify additions, disposals, and transfers based on current year purchase orders and other records made available. We will provide an Excel template that the District can use for tracking activity. This service is customized to address your individual requirements and can be scheduled annually, quarterly, or bi-annually. These changes are then reviewed and appended to your most recent valuation data file and updated reports are issued accordingly.
- **Additional Barcode Tags:** The cost of the barcode tags for this NYSIR Funded engagement is paid for by NYSIR. Should the District require additional barcode tags subsequent to the completion of this engagement, CVG can provide tags for \$250 per roll of 1,000 tags. Orders for additional tags will be billed directly to the District.

Please contact Ron Acebal at racebal@cbiz.com if you have any questions on these services or would like a quote.

TERMS & CONDITIONS

The terms and conditions of this engagement with CBIZ Valuation Group, LLC ("CBIZ") are subject to and governed by the following Terms and Conditions and other terms, assumptions and conditions contained in the Engagement Letter that have been negotiated with The New York Schools Insurance Reciprocal ("NYSIR" or "Company").

NYSIR agrees to pay the cost of Property Insurance Reporting performed by CBIZ, no more frequently than once every five (5) years, for every Subscriber, taking into account property appraisals previously funded by NYSIR and performed by CBIZ. These Property Insurance reports are utilized by the Subscriber ("CBIZ Involved Subscriber"), to assist in establishing insurable values and assist with insurance placement and proof of loss documentation as they relate to the property insurance reporting requirements set forth by NYSIR.

Capital Asset Reporting: Reports prepared by CBIZ that will be utilized by the CBIZ Involved Subscriber in its effort to assist with meeting GASB-34 and GAAP reporting requirements will be at the request of a CBIZ Involved Subscriber, and any additional costs involved in their preparation will be paid for by the CBIZ Involved Subscriber.

Optional Services: In a similar manner, any optional services offered by CBIZ will be at the request of a CBIZ Involved Subscriber, to be paid for by that CBIZ Involved Subscriber.

Indemnification

To the fullest extent permitted by law, CBIZ shall indemnify, defend and hold harmless NYSIR and the CBIZ Involved Subscriber its employees, agents and representatives, from any and all liability, losses, costs, damages, and expenses (including but not limited to reasonable attorney's fees and disbursements) from any claims, disputes, or causes of action arising out of operations performed or services provided under the contract.

To the fullest extent permitted by law, NYSIR and the CBIZ Involved Subscriber shall indemnify, defend and hold harmless CBIZ, its employees, agents, and representatives from any and all liability, losses, costs, damages, and expenses (including but not limited to reasonable attorney's fees and disbursements) from any claims, disputes, or causes of action arising out of operations performed or services provided under the contract.

Indemnification Procedures

If any action or proceeding (any of the foregoing being a "Claim") is threatened or commenced by any third party against CBIZ that Company is obligated to defend or indemnify under this Agreement, then written notice thereof shall be given to Company as promptly as practicable. After such notice and only so long as CBIZ's and the Company's interests with respect to the claim remain consistent, no conflict exists, and, in controlling the defense, CBIZ's insurance is not voided or otherwise compromised in any way, Company shall be entitled, if it so elects in writing within ten days after receipt of such notice, to take control of the defense and investigation of such Claim and to employ and engage attorneys to handle and defend the same, at Company's sole cost and expense, with the approval of CBIZ, which approval shall not be unreasonably withheld. CBIZ shall cooperate in all reasonable respects with Company and its attorneys in the investigation, trial and defense of such Claim and any appeal arising therefrom; provided, however, that CBIZ may, at its own cost and expense, participate, through its attorneys or otherwise, in such investigation, trial and defense of such Claim and any appeal arising therefrom. Company shall enter into no settlement of a Claim that involves a remedy other than the payment of money by Company without the prior consent of CBIZ.

After notice by Company to CBIZ of its election to assume full control of the defense of any such Claim, and CBIZ's

approval of selected counsel, Company shall not be liable to CBIZ for any legal expenses incurred thereafter by CBIZ in connection with the defense of that Claim. If Company does not assume full control over the defense of a Claim, then Company may participate in such defense, at its sole cost and expense, and CBIZ shall have the right to defend the Claim in such manner as it may deem appropriate, at the cost and expense of Company.

If any action or proceeding (any of the foregoing being a "Claim") is threatened or commenced by any third party against NYSIR or any of its CBIZ Involved Subscriber that CBIZ is obligated to defend or indemnify under this Agreement, then written notice thereof shall be given to CBIZ as promptly as practicable. After such notice and only so long as NYSIR or any of its CBIZ Involved Subscriber and CBIZ's interests with respect to the claim remain consistent, no conflict exists, and, in controlling the defense, NYSIR's or any of its CBIZ Involved Subscriber insurance is not voided or otherwise compromised in any way, CBIZ shall be entitled, if it so elects in writing within ten days after receipt of such notice, to take control of the defense and investigation of such Claim and to employ and engage attorneys to handle and defend the same, at CBIZ's sole cost and expense, with the approval of NYSIR and its CBIZ Involved Subscriber, which approval shall not be unreasonably withheld. NYSIR and its CBIZ Involved Subscriber shall cooperate in all reasonable respects with CBIZ and its attorneys in the investigation, trial and defense of such Claim and any appeal arising therefrom; provided, however, that NYSIR or its CBIZ Involved Subscriber may, at their own respective cost and expense, participate, through its attorneys or otherwise, in such investigation, trial and defense of such Claim and any appeal arising therefrom. CBIZ shall enter into no settlement of a Claim that involves a remedy other than the payment of money by CBIZ without the prior consent of NYSIR or its CBIZ Involved Subscriber.

After notice by CBIZ to NYSIR or its CBIZ Involved Subscriber of its election to assume full control of the defense of any such Claim, and NYSIR's or its CBIZ Involved Subscriber approval of selected counsel, CBIZ shall not be liable to NYSIR or its CBIZ Involved Subscriber for any legal expenses incurred thereafter by NYSIR or its CBIZ Involved Subscriber in connection with the defense of that Claim. If CBIZ does not assume full control over the defense of a Claim, then CBIZ may participate in such defense, at its sole cost and expense, and NYSIR or its CBIZ Involved Subscriber shall have the right to defend the Claim in such manner as it may deem appropriate, at the cost and expense of CBIZ.

Limitation on Damages

The Company agrees that CBIZ and its personnel shall not be liable to the Company for any claims, liabilities, causes of action, losses, damages (whether compensatory, consequential, special, indirect, incidental, punitive, exemplary, or of any other type or nature), costs and expenses (including, but not limited to attorneys' fees) in any way arising out of this engagement in any amount greater than the total amount of fees paid by the Company to CBIZ, except to the extent finally and judicially determined to have been the result of bad faith, negligence, or intentional or willful misconduct of CBIZ. This provision shall survive the termination of this agreement for any reason, and shall apply to the fullest extent of the law, whether in contract, statute, tort, or otherwise.

CBIZ agrees that NYSIR, its CBIZ Involved Subscriber, and their representatives shall not be liable to the CBIZ for any claims, liabilities, causes of action, losses, damages (whether compensatory, consequential, special, indirect, incidental, punitive, exemplary, or of any other type or nature), costs and expenses (including, but not limited to attorneys' fees) in any way arising out of this engagement in any amount greater than the total amount of fees paid by the Company to CBIZ, except to the extent finally and judicially determined to have been the result of bad faith, negligence, or intentional or willful misconduct of NYSIR or its CBIZ Involved Subscriber. This provision shall survive the termination of this agreement for any reason, and shall apply to the fullest extent of the law, whether in contract, statute, tort, or otherwise.

Limitation on Distribution and Use

The report, the final estimate of value, and the prospective financial analyses included therein are intended solely for the information of the person or persons to whom they are addressed or directed by CBIZ and solely for the purposes stated; they should not be relied upon for any other purpose, and no party other than the Company or its CBIZ Involved Subscriber may rely on them for any purpose whatsoever. Neither the valuation report, its contents, nor any reference to the appraiser or CBIZ may be referred to or quoted in any registration statement, prospectus, offering memorandum, sales brochure, other appraisal, loan or other agreement or document given to third parties without the advance written consent of CBIZ. In addition, except as set forth in the report, our analysis and report are not intended for general circulation or publication, nor are they to be reproduced or distributed to third parties without the advance written consent of CBIZ. Notwithstanding the foregoing, in the event that the analysis and/or report are required to be disclosed pursuant to a lawful subpoena or a FOIL request, CBIZ will not charge a fee for such release of the analysis and/or report. NYSIR and its CBIZ Involved Subscriber may disclose an informational copy of the report or other applicable work product to their insurance professionals and/or independent auditor who is acting in an advisory capacity in connection with the data provided within the scope of the appraisal engagement.

Not A Fairness Opinion

Neither our opinion nor our report are to be construed as an opinion of the fairness of an actual or proposed transaction, a solvency opinion, or an investment recommendation, but, instead, are the expression of our determination of the fair value between a hypothetical willing buyer and a hypothetical willing seller in an assumed transaction on an assumed valuation date where both the buyer and the seller have reasonable knowledge of the relevant facts.

Operational Assumptions

Unless stated otherwise, our analysis (i) assumes that, as of the valuation date, the CBIZ Involved Subscriber and its assets will continue to operate as configured as a going concern, (ii) is based on the past, present and future projected financial condition of the CBIZ Involved Subscriber and its assets as of the valuation date, and (iii) assumes that the CBIZ Involved Subscriber has no undisclosed real or contingent assets or liabilities, other than in the ordinary course of business, that would have a material effect on our analysis.

Competent Management Assumed

It should be specifically noted that the valuation assumes the property will be competently managed and maintained over the expected period of ownership. This appraisal engagement does not entail an evaluation of management's effectiveness, nor are we responsible for future marketing efforts and other management or ownership actions upon which actual results will depend.

No Obligation to Provide Services After Completion

Valuation assignments are accepted with the understanding that there is no obligation to furnish services after completion of the original assignment. If the need for subsequent services related to a valuation assignment paid by NYSIR pursuant to this Agreement occurs, including updates, conferences, testimony, preparation for testimony, document production, interrogatory response preparation, or reprint and copy services whether by request of the Company or by subpoena or other legal process initiated by a party other than the Company in regard to the Company, NYSIR agrees to compensate CBIZ for its time at its standard hourly rates then in effect, plus all expenses incurred in the performance of said services. CBIZ reserves the right to make adjustments to the analysis, opinion and conclusion set forth in the report as we deem necessary by consideration of additional or more reliable data that may become available.

No Opinion is Rendered as to Legal Fee or Property Title

No opinion is rendered as to legal fee or property title. No opinion is intended in matters that require legal, engineering or other professional advice that has been or will be obtained from professional sources.

Liens and Encumbrances

We will give no consideration to liens or encumbrances except as specifically stated. We will assume that all required licenses and permits are in full force and effect, and we make no independent on-site tests to identify the presence of any potential environmental risks. We assume no responsibility for the acceptability of the valuation approaches used in our report as legal evidence in any particular court or jurisdiction.

Information Provided by Others

Information furnished by others is presumed to be reliable; no responsibility, whether legal or otherwise, is assumed for its accuracy and cannot be guaranteed as being certain. All financial data, operating histories and other data relating to income and expenses attributed to the business have been provided by management or its representatives and have been accepted without further verification, except as specifically stated in the report.

Prospective Financial Information

Valuation reports may contain prospective financial information, estimates or opinions that represent reasonable expectations at a particular point in time, but such information, estimates or opinions are not offered as forecasts, prospective financial statements or opinions, predictions or as assurances that a particular level of income or profit will be achieved, that events will occur or that a particular price will be offered or accepted.

Actual results achieved during the period covered by our prospective financial analysis will vary from those described in our report, and the variations may be material.

Any use of management's projections or forecasts in our analysis will not constitute an examination, review or compilation of prospective financial statements in accordance with standards established by the American Institute of Certified Public Accountants (AICPA). We will not express an opinion or any other form of assurance on the reasonableness of the underlying assumptions or whether any of the prospective financial statements, if used, are presented in conformity with AICPA presentation guidelines.

Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of New York, without regard to conflicts of law principles. The parties hereby irrevocably submit to the jurisdiction of the federal or state courts in the State of New York, specifically and exclusively in the State or the Federal District Court located in the County of Nassau in the State of New York, over any dispute or proceeding arising out of this Agreement and agree that all claims in respect of such dispute or proceeding shall be heard and determined in such court. The parties to this Agreement hereby irrevocably waive, to the fullest extent permitted by applicable law, any objection that they may have to the venue of any such dispute brought in such court or any defense of inconvenient forum for the maintenance of such dispute.

T&C Rev 6.26.18

NYSIR Subscriber Authorization

The fees for the professional services outlined in this document will be paid for by NYSIR. You may indicate the acceptance of the services outlined in this agreement by executing the signature block and returning a copy of this signature page via e-mail to kjaeger@cbiz.com. Please note that we cannot schedule your engagement until we have received and executed copy of this agreement.

Please check the appropriate box/es as applicable:

The fees for the professional services outlined in this proposal will be paid for by NYSIR.

- NYSIR Funded Appraisal / \$500 Threshold** *Courtesy of NYSIR*
- CD of Final Reports:** Upon completion and acceptance of your final reports the final version will be sent via email to you. Check this box if you would also like a compact disk of the final reports mailed to you.
- Annual Updating of Appraisal Reports:** Check this box if you would like to have a CVG representative review the optional appraisal updating services for your District.
- Independent Auditor Report Distribution:** We authorize CVG to distribute electronic copies of the District preliminary and final reports to our independent auditor.

Please send them to:

Auditor Name: _____

Auditor Phone: _____

Auditor E-mail Address: _____

I have read the terms of this agreement and hereby authorize this assignment

ACCEPTED this _____ day of _____, 201__

Client: Lawrence UFSD

By:

Written Name

Printed Name

Title: _____

Please return a scanned copy of the signed authorization to:

CBIZ Valuation Group, LLC
Kathy Jaeger
W227 N16867 Tillie Lake Court, Suite 201
Jackson, WI 53037
Email: kjaeger@cbiz.com; Fax: 262-677-2130

If conditions beyond our control are encountered, or if the scope of the engagement is expanded beyond its original requirements such that we will require additional time and fees not presently estimated in our work plan, we will notify you before proceeding to arrange a mutually acceptable revision in our fees. If a decision is made by you to discontinue work on an engagement, our fees will be based upon the actual consultant hours and expenses incurred as of that date. Services requested after the issuance of our report, such as meetings, planning, testimony and other services, activities and expenses referred to in the Terms and Conditions, will be billed separately at our normal hourly rates and in accordance with our normal expense practices. Fees for valuation report updates will be based upon our standard hourly rates plus expenses incurred.

Our fee quote incorporates an expected telephone conversation with your auditors (up to two hours in length) upon issuance of our report. Any subsequent meetings/conversations or other services requested after that time, including activities and expenses referred to in the Terms and Conditions, will be billed separately to the District at our normal hourly rates and in accordance with our normal expense practices.

Fees for any changes requested after final reports have been issued or optional services will be subject to charge at our standard hourly rates plus any applicable expenses and will be billed separately to the District.

2 8 0 2 1 5

SED CODE

Mill Neck Manor
40 Frost Mill Road
Mill Neck, NY 11765

The State Education Department
Transportation Unit, Room 876 EBA
Albany, New York 12234

Form TC
C

Contract Number
(SED will fill in)

Enclosure III. E.1. b.
Regular Meeting
October 15, 2018

EMERGENCY 30-DAY

TRANSPORTATION CONTRACT

(Do not use for Addendums or Extensions – See Note on Reverse)

Telephone(516:)295-7065 Fax(516) 622-8025
Contact Person Mr. Jeremy Feder, Assistant Sup't for Business
School District/BOCES Lawrence Public Schools
Street or P.O. Box PO Box 477 Lawrence, NY 11559

- Check if applicable:
- Special Education Pupils – Transportation required as a related service.
 - Contract will begin part way through the school year and cost \$10,000 or less
 - One-month emergency contract.
 - Contract for bus maintenance only.
 - District will supply contractor with fuel.
- Specifications include:
- Provision for attendants, escorts or monitors.
 - Clause for increasing or decreasing services.

City State Zip

This AGREEMENT made this 24th day of September 2018 by and between Lawrence Public Schools
County of Nassau N.Y., party of the first part
Name of School District or BOCES
and First Student, party of the second part.

(Contractor)

WITNESSETH, That where as Party of the first part is duly empowered (by the provisions of Section 1604, 1709, 2021, 2503, 4401 and 4402 of the Education Law) to enter into a contract for the purpose of providing transportation for children of said district for the period of service to begin:

10 01 2018 and to end 11 01 2018.
Mo. Day Year Mo. Day Year

Now, Therefore, the said Party of the first part hereby agrees to pay to the said Party of the second part the sum of \$2200 pp/\$1300 p/matron (\$3500.00) basis for providing such transportation on a suitable conveyance.
(If lump sum contract) (Unit Cost)

Total Anticipated Annual Cost \$3500.00 (30 day).

If awarded through a request for proposals, date of request of such proposal _____ . (See note on reverse)

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

(Trustee or President of Board of Education)
Murray Forman, Board President

Lawrence Public Schools, District 15 PO Box 477, Lawrence, NY 11559
(Party of the First Part) (Post Office Address)

And, First Student 295 Duffy Avenue, Hicksville, New York 11801
(Contractor) (Party of the Second Part) (Post Office Address)

COMPLIANCE CERTIFICATION: I certify that this contract was awarded in accordance with the competitive bidding provisions of Section 103 of the General Municipal Law, Section 305 (14) of the Education Law, and Section 156.1(b) Commissioner of Education Regulations, or in accordance with the request for proposals provisions of Section 305(14) of the Education law and Section 156.12 of Commissioner of Education Regulations. I also certify that this contract has been authorized by the voters in accordance with Section 1709(27) of the Education Law, and has been approved by the Superintendent of Schools in accordance with Section 3625(1) of the Education Law.

Approval Date: 9/25/2018
(Date of Superintendent's Approval)

Filed by: _____
(Signature of Superintendent or Designee)
Ann Pederson, Superintendent

SUBMIT ORIGINAL AND ONE COPY TO THE STATE EDUCATION DEPARTMENT.
Retain a copy for your school District records.

2 8 0 2 1 5

SED CODE

MILL NECK MANOR
MILL NECK, NEW YORK

The State Education Department
Transportation Unit, Room 876 EBA
Albany, New York 12234

Form TC

C

Contract Number
(SED will fill in)

Enclosure III. E.1. c.
Regular Meeting
October 15, 2018

TRANSPORTATION CONTRACT

(Do not use for Addendums or Extensions - See Note on Reverse)

Check if applicable:

- (x) Special Education Pupils - Transportation required as a related service.
() Contract will begin part way through the school year and cost \$10,000 or less
() One-month emergency contract
() Contract for bus maintenance only.
() District will supply contractor with fuel.
() Provision for attendants, escorts or monitors.
() Clause for increasing or decreasing services.

Specifications include:

Telephone(516:)295-7065
Fax(516) 622-8025
Contact Person
Mr. Jeremy Feder, Director of Transportation
School District/BOCES
Lawrence Public Schools
Street or P.O. Box
PO Box 477 Lawrence, NY 11559

This AGREEMENT made this 10th day of OCTOBER 2018 by and between

Lawrence Public Schools County of Nassau N.Y., party of the first part
Name of School District or BOCES

and First Student, party of the second part.
(Contractor)

WITNESSETH, That where as Party of the first part is duly empowered (by the provisions of Section 1604, 1709, 2021, 2503, 4401 and 4402 of the Education Law) to enter into a contract for the purpose of providing transportation for children of said district for the period of service to begin

11 01 18 and to end 6 30 19
Mo. Day Year Mo. Day Year

Now, Therefore, the said Party of the first part hereby agrees to pay to the said Party of the second part the sum of \$2400.00 per student/per month. \$1800 per matron/per month Total \$4200.00 per month.

(If lump sum contract) (Unit Cost)

basis for providing such transportation on a suitable conveyance.

Total Anticipated Annual Cost \$33600.00.

If awarded through a request for proposals, date of request of such proposal 10/10/2018. (See note on reverse)

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

Lawrence Public Schools, District 15 PO Box 477, Lawrence, NY 11559
(Trustee or President of Board of Education)
Murray Forman, Board President
And,

(Party of the First Part) (Post Office Address)

First Student 295 Duffy Ave, Hicksville, New York
(Contractor) (Party of the Second Part) (Post Office Address)

COMPLIANCE CERTIFICATION: I certify that this contract was awarded in accordance with the competitive bidding provisions of Section 103 of the General Municipal Law, Section 305 (14) of the Education Law, and Section 156.1(b) Commissioner of Education Regulations, or in accordance with the request for proposals provisions of Section 305(14) of the Education Law and Section 156.12 of Commissioner of Education Regulations. I also certify that this contract has been authorized by the voters in accordance with Section 1709(27) of the Education Law, and has been approved by the Superintendent of Schools in accordance with Section 3625(1) of the Education Law.

Approval Date:
(Date of Superintendent's Approval)

Filed by:
(Signature of Superintendent or Designee)
Dr. Ann Pederson, Superintendent

SUBMIT ORIGINAL AND ONE COPY TO THE STATE EDUCATION DEPARTMENT.
Retain a copy for your school District records.

The party of the second part covenants with the party of the first part that in consideration of the payments hereinbefore stated and of the covenants and agreements set forth that said school children will be conveyed safely that said duties and obligations in relation thereto pursuant to this contract will be faithfully performed, at all times exercising proper supervision over said children and that said party of the second part will abide by all reasonable rules and regulations and that the driver will be at least 21 years of age and duly licensed and that said driver will be currently approved by the chief school administrator. And the party of the second part further covenants and agrees that the vehicle shall come to a full stop before crossing the tracks of any railroad and before crossing any State highway and that it shall at all times comply with the rules and regulations of the Department of Transportation applying to such vehicles.

It is mutually agreed that this contract shall not become valid and binding upon either party thereto until the same shall be approved by the superintendent and the Commissioner of Education. This contract or any right, title or interest therein may not be assigned by the party of the second part without the previous consent in writing of the party of the first part. This contract shall be void and of no effect unless the party of the second part shall comply with all applicable provisions of the Workman's Compensation Law in respect to employees engaged in the performance of this contract. The party of the second part will comply with the Labor Law.

"The contractor hereby consents to an audit of any and all financial records relating to this contract by the Department of Audit and Control." "The contractor further agrees to provide to the board of education, trustee(s), or the Commissioner of Education, upon request, any information relating to this contract including financial data."

State aid will be computed on account of this contract in accordance with the total sum specified. Any expenditure in excess of this total sum will not be considered in computing State aid. For school districts eligible for transportation aid, no aid shall be allowed for a period greater than 120 days prior to the filing of the contract in accordance with Section 3625 of the State Education Law.

MINIMUM STATUTORY INSURANCE REQUIREMENTS as provided in Section 370 of New York State Vehicle and Traffic Law must be complied with. **School: MILL NECK MANOR-MILL NECK, NY**

If COMPETITIVE BID, date of bid opening October 10, 2018 Complete BID TABULATION below:

1.	BAUMANN	\$4331 PP/\$2490PMAT	3.	WE TRANSPORT	No bid
	<i>(Name)</i>	<i>(Amount of Bid)</i>		<i>(Name)</i>	<i>(Amount of Bid)</i>
2.	Acme Bus	NO BID	4.	VETERANS	No bid
	<i>(Name)</i>	<i>(Amount of Bid)</i>		<i>(Name)</i>	<i>(Amount of Bid)</i>

Was contract awarded to the lowest responsible bidder? [X] Yes [] No If not awarded to the lowest bidder, state reasons why. Give detailed and complete reasons on a separate sheet and attach to this contract. If no bids are received, it is necessary for the district to re-advertise.

Attach Affidavits of Publication which you can secure from the newspapers. Also, attach one printed copy of each Notice to Bidder which appeared in the papers. If detailed specifications were used, kindly forward a copy.

MULTI-YEAR CONTRACT: A separate line item shall be included in the annual Budget and Budget Brochures. Also a footnote to that line item shall indicate: " _____ year (first, second, etc.) of a _____ - year (two, three, etc.) contract, the total cost of which is \$ _____ " (total cost of multi-year contract).

REQUEST FOR PROPOSALS: If contract was awarded through a request for proposals (RFP), submit evidence of the date of the request, the forms and instructions used in making the request, the contract specifications, all proposals received, the criteria used in evaluating the proposals, the weights assigned to each criterion, and the scores used to assess each category of the criteria, in accordance with the provisions of Section 156.12 of Commissioner of Education Regulations.

EXTENSIONS AND ADDENDUM: An extension of Contract (Form CE) must be filed for all extensions. Please notify the Department by letter of any additions to a contract after it has been filed with the Department. Such Additions can only be made where authorized by the contract specifications.

08/29/2018

**Lawrence UFSD
Base Product
Direct Client**

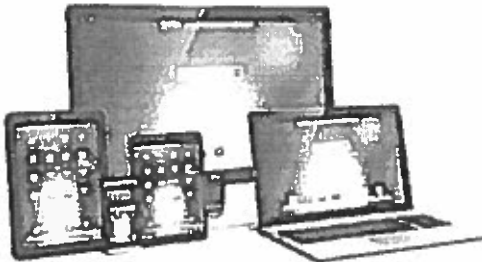


Gate



OptiGate[®] Employee Self Service Portal

Easy Access. Any Device, Anywhere, Anytime



A central gateway, OptiGate[®] is a web portal that keeps supervisors, managers and employees connected. This provides your employees and managers easy access to essential personal and employment information in a single location.

The OptiGate[®] portal also gives your administrators and management staff control by allowing them to review, approve and deny requests submitted by employees.

Employees can manage, view and/or submit requests for the following:

- Demographic and emergency contact information
- Education, certifications, licenses and classes
- Dependents, spousal information and beneficiaries
- Payroll checks, YTD payroll and withholdings
- Voluntary payroll deductions and direct deposit
- Attendance events, balances and leave requests
- Timesheets



With the OptiGate Web Portal:

- ➔ **Increase productivity** by providing immediate access to essential information like leave requests, benefit enrollments pay deductions and tax withholding adjustments.
- ➔ **Reduce waste** with a paperless environment by granting staff members an electronic means to submit requests for updates and changes, additional copies of W-2s, payroll checks/direct deposit and other forms, saving the district time and money.
- ➔ **Improve internal communications** and increase staff satisfaction by sharing important employment information

OptiGate® Proposal

Standard License

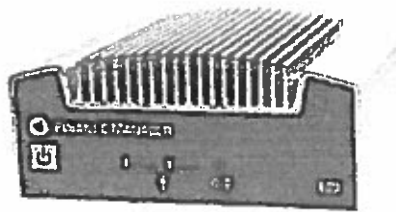
Number of Users (Minimum 100 Users) **281 @ \$7.50 per Employee Total: \$ 2,100 (Annually)

Initial Set-up Fee (One Time Cost) Total: \$ 2,100

*** Estimated number of users for the district*

The charge for the number of users licensed will be added to the yearly maintenance bill.

Set-up fee includes the OptiGate Appliance which provides connectivity to the following through a wired Ethernet network cable:



- A secured connection to the Active Directory, nVision and Timepiece (if applicable). These database systems typically reside behind the District's firewall.
- A secured connection to the Portal Cloud service which is the gateway for requests between the Portal browser and the OptiGate Appliance for a given tenant.

The customer should follow this simple checklist to ensure that the OptiGate Appliance will work properly in their environment:

- Setup Active Directory or LDAP for the Appliance. This may require creating an account for the Appliance and permitting it to enter the desired domain and to authenticate users.
- Setup database access. This may require enabling JDBC access to the nVision (and optionally Timepiece) database(s), as well as providing an account and password that the appliance can use to connect to the correct data sources.
- Setup networking so that the Appliance can connect to both the secure Cloud service and to the resources identified in the prior two steps.
- Evaluate SQL Licensing. Please note that some SQL versions may require changing the licensing model to be in compliance. Example: when using SQL 2016 or better and the data is accessed by an external process (Portal), you are required to use Per Core licensing. Confirm licensing compliance with your Microsoft Licensing Representative.
- The Appliance must be connected to the nVision (and optionally, the Timepiece) database(s). Remote JDBC access is required. More information is available here:
[https://msdn.microsoft.com/en-us/library/mt484311\(v=sql.110\).aspx](https://msdn.microsoft.com/en-us/library/mt484311(v=sql.110).aspx)



Proposal

SPIN # 143027426
 P.O. Box 305
 Saraland, AL 36571
 www.schoolinsites.com
 (800) 605.1033

Proposal To:
 Lawrence Schools (NY)

Service Period:	Start	End
	7/1/2018	6/30/2019

Date	Expires	PO Number	Sales Representative	
10/1/2018	10/31/2018		Ginger Chambliss	
Hosting	# of Sites		Price per Site	Net Price
District	1		\$600	\$600
School	5		\$600	\$3,000
Additional Storage (GB)		0		N/A
Email	# of Boxes	Storage per Box(MB)	Price per Box	Net Price
Staff	0			N/A
Student	0			N/A
Domain Fees		# of Domains: 0	Total Price:	\$0
Training			One Time Only Fees (Setup)	
Location	# of Days	Price	Site Price	Total
Onsite	0	\$0	District N/A	Already Purchased
Online	0	\$0	School N/A	Already Purchased
Live Event Hardware and Services				
Concurrent Live Instance Hosting		# of Instances:	0	Total Price: \$0.00
LIVE CONNECT Encoder		# of Devices:	0	Total Price: \$0.00

Proposal Summary	
Hosting:	\$3,600
Domain:	\$0
One Time Fees:	\$0
Optional Training:	\$0
Optional Hardware:	\$0
Total:	\$3,600

All Prices are Annual



Customer:

Lawrence Schools (NY)

Terms:

This agreement is subject to and incorporates the SCHOOLinSITES, LLC Standard Terms and Conditions. By signing below, Customer agrees to the terms of this proposal, including the Standard Terms, and this shall become a binding obligation.

This agreement will be in effect from 7/1/2018 to 6/30/2019 All recurring prices are annual.

Service

SCHOOLinSITES, LLC ("SCHOOLinSITES") offers to provide the following products and/or services for Customer.

Additional details listed in Plan Description. Service and fees based on Bronze Hosting Package

Hosting	# of Sites	Storage per Site(GB)	Price per Site	Net Price
District	1	1	\$600	\$600
School	5	1	\$600	\$3,000
Additional Storage		0		N/A
Email	# of Boxes	Storage per Box(MB)	Price per Box	Net Price
Staff	0			N/A
Student	0			N/A
Domain Fees		# of Domains: 0	Total Price:	\$0
Training		One Time Only Fees (Application and Setup)		
Location	# of Days	Price	Site Price	Total
Onsite	0	\$0	District N/A	Already Purchased
Online	0	\$0	School N/A	Already Purchased
Live Event Hardware and Services				
Concurrent Live Instances		# of Instances:	0	Total Price: \$0.00
LIVE CONNECT Encoder		# of Devices:	0	Total Price: \$0.00

Grand Total: \$3,600

Authorized Signature Date

Ginger Chambliss

SCHOOLinSITES Executive Date

Print Name Title

Ginger Chambliss

SCHOOLinSITES Executive

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SCHOOLINSTITES, LLC STANDARD TERMS AND CONDITIONS

For Web Hosting Service

These SCHOOLINSTITES, LLC STANDARD TERMS AND CONDITIONS ("Standard Terms") apply to all contracted for uses of SCHOOLINSTITES, LLC services (the "Service") and are entered into by and between the school or school district purchasing the Service and SCHOOLINSTITES, LLC ("SCHOOLINSTITES") (collectively, the "Parties" and each individually, a "Party"). These Standard Terms together with the agreement, purchase order or order form pursuant to which SCHOOLINSTITES Service is ordered by Customer (the "Purchasing Document") constitute the "Contract" between SCHOOLINSTITES and Customer. Customer wishes to utilize the Service on behalf of itself and the students, teachers, administrators and schools that are permitted to use the Service under the Contract (collectively, the "Customer"). The Service will be provided to Customer subject to and in accordance with the terms and conditions of the entire Contract and other good and valuable consideration, the receipt of which is hereby acknowledged. Accordingly, the Parties hereby agree as follows:

1. The SCHOOLINSTITES Service. In consideration for the payment by Customer of all fees set forth in the

Purchasing Document, SCHOOLINSTITES shall provide Customer with the Service(s) specified therein:

a. The Service(s) subject to this Contract may include the SCHOOLINSTITES web hosting service, which provides Customer with a means to maintain its website(s).

b. Customer acknowledges that SCHOOLINSTITES services apart from the web hosting service are not eligible for E-Rate funding from the Schools and Libraries Program of the Universal Service Fund administered by the Universal Service Administrative Company under the direction of the Federal Communications Commission. For a complete description of eligible and ineligible web hosting services, please refer to the Eligible Services List found at www.usac.org/sl.

2. Term; Termination.

a. Term. These Standard Terms will be effective during the term set forth in any current Purchasing Document, which may be extended in accordance with such Purchasing Document, and which incorporates these Standard Terms by reference (the "Initial Term"). Thereafter, except as may be set forth in an applicable Purchasing Document, the Agreement will renew automatically upon the expiration of the Initial Term for successive one (1) year periods (each, a "Renewal Term," and collectively with the Initial Term, the "Term"), unless either party provides written notice of its desire not to renew at least 30 days prior to the end of the then current term.

b. Termination with Cause. Either Party may terminate the Contract in the event of a material breach by the other Party, which breach remains uncured for thirty (30) days following written notice to the breaching Party. In the event of a termination by Customer for an uncured material breach, Customer will receive a prorated refund of the fees paid by Customer for the then-current Term as set forth in the most recent Purchasing Document, calculated from the date of termination to the end of the then applicable Term. The Contract may be terminated immediately by SCHOOLINSTITES for non-payment, in which case Customer shall not receive any refund of fees.

c. Effect of Termination. In the event of termination or expiration of the Contract, Customer will:

(i) immediately discontinue access to and/or use of the Service; (ii) pay to SCHOOLINSTITES all amounts due and payable under the Contract; (iii) return all documentation and related training materials to SCHOOLINSTITES within a reasonable time at Customer's cost; (iv) immediately cease any use of the SCHOOLINSTITES's Confidential Information (as defined below); (v) delete any of SCHOOLINSTITES's Confidential Information from its computer storage or any other media, including, but not limited to, online and off-line libraries; and (vi) return to SCHOOLINSTITES or, at SCHOOLINSTITES's option, destroy, all copies of SCHOOLINSTITES's Confidential Information then in its possession. Any termination of the Contract will not affect any rights or liabilities of either Party that accrued prior to such termination. Sections 2, 3, 4, 5, 7, 8, and 9, and the last sentence of Section 6, will survive the expiration or termination of the Contract for any reason.

3. Fees, Expenses

a. Fees, Payments. In consideration for SCHOOLINSTITES's performance under the Contract, Customer agrees to pay SCHOOLINSTITES all fees required by the Purchasing Document, as applicable, which fees will be due in accordance with the provisions of the Purchasing Document, but in no event later than thirty (30) days after the date of an invoice from SCHOOLINSTITES. Customer agrees that all fees are annual and require upfront payment for service. In connection with an extension of the Term pursuant to which SCHOOLINSTITES will continue providing the Service, SCHOOLINSTITES expressly reserves the right to change the fees payable under the Purchasing Document for the new Term based on the then current pricing. Calculation of the fees for any subsequent Term will also be based on SCHOOLINSTITES's calculation of the number of enrolled students in Customer's school or district (as applicable) for each such subsequent Term. Customer will pay all fees in U.S. dollars. Payments shall be sent to the address indicated on the Purchasing Document, as set forth in Section 10 hereof.

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b. Late Fees. SCHOOLIN SITES may charge interest on any overdue amounts at the lower of: (i) the highest permissible rate or (ii) 18% per annum, charged at 1.5% per month from the date on which such amount fell due until the date of payment, whether before or after judgment.

d. Taxes. The fees under the Contract do not include any sales, use, excise, import or export, value added or similar tax or interest, or any costs associated with the collection or withholding thereof, or any government permit fees, license fees or customs or similar fees levied on the performance of Services by SCHOOLIN SITES to Customer. Customer will be responsible for payment of such applicable sales, use, excise, import or export, value added or similar tax or interest at point of sale. All payments due under this Contract shall be made without any deduction or withholding, unless such deduction or withholding is required by any applicable law of any relevant governmental revenue authority then in effect. If Customer is required to deduct or withhold, Customer will promptly notify SCHOOLIN SITES of the requirement, pay the required amount to the relevant governmental authority, provide SCHOOLIN SITES with an official receipt or certified copy or other documentation acceptable to SCHOOLIN SITES evidencing payment, and pay to SCHOOLIN SITES, in addition to the payment to which SCHOOLIN SITES is otherwise entitled under the Contract, such additional amount as is necessary to ensure that the net amount actually received by SCHOOLIN SITES equals the full amount SCHOOLIN SITES would have received had no such deduction or withholding been required. If Customer is exempt from any such taxes or fees, then such taxes or fees shall not be charged to Customer upon SCHOOLIN SITES's receipt of a copy of Customer's tax exemption certificate or number.

e. Expenses. Except as provided in the Contract, each party will be responsible for its own expenses incurred in rendering performance hereunder, including, without limitation, the cost of facilities, work space, computers and computer time, development tools and platforms, utilities management, personnel and supplies. In addition, if SCHOOLIN SITES is required by applicable law, legal process or government action or for a Customer audit to produce information, files, documents or personnel as witnesses with respect to the Contract or the products or services provided to Customer by SCHOOLIN SITES, Customer shall reimburse SCHOOLIN SITES for any professional time and expenses including reasonable external or internal legal costs incurred to respond to the request, unless SCHOOLIN SITES is a party to the proceeding or the subject of the investigation.

f. Purchase Orders. Customer agrees that if its internal procedures require that a purchase order be issued as a prerequisite to payment of any amounts due to SCHOOLIN SITES, it will timely issue such purchase order and inform SCHOOLIN SITES of the number and amount thereof. Customer agrees that the absence of a purchase order, or other ordering document or administrative procedure may not be raised as a defense to avoid or impair the performance of any of Customer's obligations under the Contract, including payment of amounts owed to SCHOOLIN SITES.

4. Confidentiality

a. Definition. For purposes of this Section 4, "Confidential Information" of either Party means any non public information disclosed by such Party to the other Party or related to the operations of the disclosing Party or a third party that has been identified as confidential. Without limiting the generality of the foregoing, Confidential Information includes, without limitation, information about a Party's business, vendors, customers, end users, products, services, employees, finances, costs, expenses, financial or competitive condition, policies, and practices, computer software programs and programming tools, and any other non public information that does or may have economic value by reason of not being generally known.

b. Nondisclosure and Nonuse. Customer will keep SCHOOLIN SITES's Confidential Information confidential. Specifically, Customer agrees not to disclose such Confidential Information except to those directors, officers, employees and agents of Customer (i) whose duties justify their need to know such information and (ii) who have been informed of their obligation to maintain the confidential, proprietary and/or trade secret status of such Confidential Information. Customer will not use such Confidential Information except for the purposes set forth in the Contract. Customer shall treat such information as strictly confidential, and shall use the same care to prevent disclosure of such information as Customer uses with respect to its own confidential and proprietary information, provided that in any case it shall not use less than the care a reasonable person would use under similar circumstances.

c. Notice. Customer will promptly notify SCHOOLIN SITES in the event Customer learns of any unauthorized possession, use or disclosure of the Confidential Information and will provide such cooperation as SCHOOLIN SITES may reasonably request, at SCHOOLIN SITES's expense, in any litigation against any third parties to protect SCHOOLIN SITES's rights with respect to the Confidential Information.

d. Exceptions to Confidential Treatment. Notwithstanding the foregoing, the preceding provisions of this Section 4 will not apply to information that: (i) is publicly available or in the public domain at the time disclosed, (ii) is or becomes publicly available or enters the public domain through no fault of the recipient, (iii) is rightfully communicated to the recipient by persons not bound by confidentiality obligations with respect thereto, (iv) is already in the recipient's possession free of any confidentiality obligations with respect thereto at the time of disclosure, (v) is independently developed by the recipient, or (vi) is approved for release or disclosure by the disclosing Party without restriction. Each Party may disclose Confidential Information to the limited extent necessary (a) to comply with the order of a court of competent jurisdiction or other governmental body having authority over such Party, provided that the Party making the disclosure pursuant to the order will first have given notice to the other Party and made a reasonable effort to obtain a protective order.

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(b) to comply with applicable law or regulation requiring such disclosure, or (c) to make such court filings as may be required to establish a Party's rights under the Contract

e. **Contact Information.** Customer hereby authorizes SCHOOLinSITES to include and use individual Customer contact information (i.e., primary contact, system administrator, billing contact) in contact lists for emails, mailings, and faxes from SCHOOLinSITES or its affiliates (including SCHOOLinSITES Inc.) relating to SCHOOLinSITES- or SCHOOLinSITES provided products and services, support, product and service matters, newsletters, user groups and events, and to provide contact information to third parties whose products or services Customer has purchased through SCHOOLinSITES for the purpose of providing those products and services or support or maintenance for the products and services. Customer acknowledges that it has the right to provide such consent, and SCHOOLinSITES acknowledges that it will not use or distribute the contact information except as explicitly set forth above.

f. **Other Rights.** Customer hereby grants to SCHOOLinSITES the limited right to use Customer's name, logo and/or other marks for the sole purpose of listing Customer as a user of the Service in SCHOOLinSITES's promotional materials. SCHOOLinSITES agrees to discontinue such use within fourteen (14) days of Customer's written request.

5. **Privacy Policy and Acceptable Use Policy.** Customer agrees to comply with the then current Privacy Policy and Terms of Use (collectively, the "Policies"), which are fully incorporated herein by reference, to the extent applicable, which SCHOOLinSITES reserves the right to modify, from time to time, effective five (5) days after such modified Policies are posted at the relevant link (which can be found at the SCHOOLinSITES website located at <http://www.SCHOOLinSITES.com>), such posting to constitute effective notice of changes. In the event of an express conflict between the terms of these Standard Terms and the terms of the Policies, the terms of these Standard Terms will prevail.

6. **Representations and Obligations.** Customer represents and warrants that (i) it will comply with all applicable laws, regulations and contracts in use of the Service; (ii) it will maintain the confidentiality of its password and account information, and agrees to notify SCHOOLinSITES in the event of an actual or suspected unauthorized access to its account, or if it loses its account information; and (iii) it will not use the Service in combination with products or services not provided by SCHOOLinSITES or in a manner for which the Service was not designed, which would cause the Service to infringe on a third party intellectual property right. Customer agrees to defend, indemnify and hold harmless SCHOOLinSITES against any damages, losses, liabilities, settlements, and expenses (including without limitation, costs and reasonable attorneys' fees) in connection with any claim or action that arises from Customer's use of the Service.

7. **Limitation of Liability.** In no event will SCHOOLinSITES, its officers, employees, representatives or licensors be liable to Customer for any indirect, punitive, special, consequential, exemplary, or other similar damages of any kind or nature whatsoever, suffered by Customer or any third party (including without limitation, business interruption, downtime, or any use of, or failure to use the Service, or any loss of business, contracts, profits, anticipated savings, goodwill or revenue, or any loss or corruption of data), arising out of the Contract, the Service, or the transactions contemplated hereby, even if a Party has been advised of the possibilities of such damages or should have foreseen such damages. SCHOOLinSITES, its officers and employees will not be liable for any damages or injury with respect to the performance of the Service, including, but not limited to, any failure of performance, error, omission, defect, delay, computer virus, or law failure, interruptions or disruptions in the services contemplated under the Contract caused by or resulting from any act, omission or condition beyond SCHOOLinSITES's reasonable control, whether or not foreseeable or identified, including but not limited to, transmission errors, or corruption or security of information carried over telecommunication lines, failure of digital transmission links, hostile network attacks or network congestion, or acts of God, acts of war, governmental regulations, public utilities or telecommunication providers, shortage of equipment, materials or supplies, fire, power failure, earthquakes, severe weather, floods or other natural disaster or Customer's or any third party's applications, hardware, software or communications equipment or facilities, unless same results from the intentional or willful acts of SCHOOLinSITES. Under no circumstances will the aggregate liability of SCHOOLinSITES to Customer or any third party arising out of or related to the Contract or the provision of the Service, exceed the aggregate fees paid to SCHOOLinSITES under the Purchasing Document during the 12 month period immediately prior to the event, act or omission giving rise to such liability, regardless of whether any action or claim is based on warranty, indemnification, contract, tort or otherwise. The existence of multiple claims will not enlarge this limit. The foregoing limitations of liability are intended to apply without regard to whether other provisions of the Contract have been breached or have proven ineffective. Nothing contained in the foregoing limits or excludes the liability of SCHOOLinSITES for liability which cannot be excluded by law. Notwithstanding anything contained herein to the contrary, Customer shall be responsible for all claims and damage resulting from the misuse of the Service by Customer or its users including reimbursement of any expenses incurred by SCHOOLinSITES in defending claims arising from such misuse. The Parties acknowledge and agree that the fees, limitations of liability and remedies reflect the allocation of risk between the Parties, and that Sections 7 and 8 are essential elements of the basis of the bargain between the Parties and that in its absence, the economic terms of the Contract would be substantially different. SCHOOLinSITES reserves the right to modify or remove any functionality that may be alleged to infringe a third party's intellectual property rights.

8. **Limited Warranty.** THE SERVICE IS PROVIDED "AS IS" AND ON AN "AS AVAILABLE" BASIS AND, TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, SCHOOLinSITES EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS OR WARRANTIES RELATING TO THE

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SERVICE, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, DATA ACCURACY, SATISFACTORY QUALITY, NON-INFRINGEMENT, SYSTEM INTEGRATION AND/OR QUIET ENJOYMENT. NEITHER SCHOOLINSTITES NOR ITS LICENSORS WARRANT THAT THE FUNCTIONS OR INFORMATION CONTAINED IN THE SERVICE WILL MEET ANY REQUIREMENTS OR NEEDS CUSTOMER MAY HAVE, OR THAT THE SERVICE WILL OPERATE ERROR FREE OR WITHOUT INTERRUPTION. SCHOOLINSTITES AND ITS LICENSORS MAKE NO GUARANTEE OF ACCESS TO OR OF ACCURACY OF THE CONTENT CONTAINED IN OR ACCESSED THROUGH THE SERVICE. Except as may be expressly stated in the Contract, in the event of the Service's failure to comply with the Contract, Customer's sole remedy shall be to terminate the Contract. Customer acknowledges and agrees that the Service is not intended, nor designed, for use in high risk activities, or in any situation where failure of the Service could lead to death, personal injury, or damage to property, or where other damage could result if an error occurred and the parties further agree that, to the extent not prohibited by applicable law, SCHOOLINSTITES shall not be liable for any death, personal injury or damage to property.

9. Miscellaneous. Customer acknowledges and agrees that the Confidential Information and all other materials pertaining to the use of the Service are not purchased or developed with Customer funds. Accordingly, nothing in the Contract grants or transfers to Customer any ownership rights in the foregoing materials or the Service. Each Party may seek any relief, including equitable relief provided under law. Customer is expressly prohibited from reproducing, modifying, duplicating, copying, making derivative works, publicly displaying, or otherwise exploiting, in whole or in part, the member pages of the SCHOOLINSTITES website without the express written permission of SCHOOLINSTITES. This Contract will be governed and interpreted in accordance with the governing law of the state of Customer's principal place of business (in the case of an entity) or Customer's primary residence (in the case of an individual). In addition to any other relief awarded, the prevailing party in any action arising out of the Contract shall be entitled to its reasonable attorneys' fees and costs. Failure by either Party to enforce any provision of the Contract will not be deemed a waiver of future enforcement. In the event that any provision of the Contract is finally determined by a court of competent jurisdiction to be invalid or unenforceable under applicable law, the remainder of the Contract will continue in full force and effect, and the Parties will replace the invalid provision with one that, as much as possible, reflects the original intentions of the Parties and is valid under applicable law. SCHOOLINSTITES is providing a service to Customer as an independent contractor. No provisions of this Contract are intended or shall be construed to confer upon or give to any person or entity other than SCHOOLINSTITES or Customer, any rights, remedies or other benefits under or by reason of the Contract. Notices to Customer must be in writing and may be delivered in person or by courier, sent by facsimile, or mailed by certified or registered mail, postage prepaid, return receipt requested to the address specified in the Purchasing Document to the attention of the signatory. Any notices will be effective upon receipt by the Party receiving such notice. Neither Party may assign the Contract without the other Party's prior written consent, provided that SCHOOLINSTITES may assign the Contract without Customer's prior consent to (i) a parent, subsidiary or affiliate of SCHOOLINSTITES or (ii) any entity or successor that acquires all or substantially all of the business, stock, or assets of SCHOOLINSTITES. Any assignment made in conflict with this provision shall be void subject to the foregoing, and the Contract shall benefit and bind the permitted successors and assigns of the Parties. Except with regard to payment obligations, neither Party will be responsible for any failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts or inability to obtain any export or import license or other approval or authorization of any government authority. SCHOOLINSTITES has no obligation to provide any service to Customer except as is expressly set forth in the Contract or another written agreement between SCHOOLINSTITES and Customer. These Standard Terms, together with the applicable Purchasing Document, and the Policies express the complete and final understanding of the Parties with respect to the subject matter hereof, and supersede all prior communications between the Parties, whether written or oral with respect to the subject matter hereof. By signing the applicable Purchasing Document, Customer represents and warrants that it has read and understands all applicable parts of these Standard Terms, including the Policies, and that the person who has signed the Purchasing Document for Customer is authorized to execute and deliver the Purchasing Document (which incorporates these Standard Terms and the Policies by reference) on its behalf.

10. Notices. All payments under the Contract shall be sent to the address set forth on the applicable Purchasing Document. Any other notices to SCHOOLINSTITES must be in writing and may be delivered in person or by courier, sent by facsimile, or mailed postage prepaid, return receipt requested to SCHOOLINSTITES LLC, PO Box 305, Saraland AL, 36571.

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THE HAGEDORN LITTLE VILLAGE SCHOOL
EVALUATION CONTRACT

THIS AGREEMENT made this 13th day of September 2018 between The Hagedorn Little Village School, *Jack Joel Center for Special Children*, 750 Hicksville Road, Seaford, New York, party of the first part, and Lawrence UFSD party of the second part.

WITNESSETH:

WHEREAS, the party of the first part operates a school for disabled children with the State at 750 Hicksville Road, Seaford, New York, is incorporated pursuant to the Laws of the State and is registered by the Commissioner of Education of the State in accordance with the standards established by him, and

WHEREAS, the party of the second part is duly empowered by Chapter 853 of the Education Law of 1976 of the State of New York to contract with private schools for the disabled, located outside of its district boundary but within the State of New York, for the education of the disabled children who reside in said district, and

WHEREAS, the party of the second part has found the school operated by the party of the first part appropriate to provide instruction adapted to educational, physical and social/emotional needs of such children.

Please select and check each box, indicating the evaluation service you require to be performed.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

1. Evienne Snyder-Feintuch shall be provided at the school operated by the party of the first part an Psychological Evaluation as described and required by the Individualized Education Program ("IEP") provided by the Party of the Second Part; and shall be afforded all the rights and privileges enjoyed by other students in attendance who are similarly situated. The Party of the First Part shall not be obligated to deliver a Psychological Evaluation pursuant to a modification of the IEP, in the absence of a written mutual agreement between the parties that it do so. The party of the second part hereby agrees to pay to the party of the first part the sum of Four Hundred and Sixteen Dollars (\$416.00) per evaluation. See attached rate sheet.
2. Evienne Snyder-Feintuch shall be provided at the school operated by the party of the first part an Occupational Therapy Evaluation as described and required by the Individualized Education (IEP) provided by the Party of the Second Part; and shall be afforded all the rights and privileges enjoyed by other students in attendance who are similarly situated. The Party of the first Part shall not be obligated to deliver an Occupational Therapy Evaluation pursuant to a modification of the IEP, in the absence of a written mutual agreement between the parties that it do so. The party of the second part hereby agrees to pay to the party of the first part the sum of Two Hundred Sixty Dollars (\$260.00) per evaluation. See attached rate sheet.
3. Evienne Snyder-Feintuch shall be provided at the school operated by the party of the first part an Physical Therapy Evaluation as described and required by the Individualized Education (IEP) provided by the Party of the Second Part; and shall be afforded all the rights and privileges enjoyed by other students in attendance who are similarly situated. The Party of the first Part shall not be obligated to deliver a Physical Therapy Evaluation pursuant to a modification of the IEP, in the absence of a written mutual agreement between the parties that it do so. The party of the second part hereby agrees to pay to the party of the first part the sum of Two Hundred Sixty Dollars (\$260.00) per evaluation. See attached rate sheet.

4. Evienne Snyder-Feintuch shall be provided at the school operated by the party of the first part an Speech Therapy Evaluation as described and required by the Individualized Education (IEP) provided by the Party of the Second Part; and shall be afforded all the rights and privileges enjoyed by other students in attendance who are similarly situated. The Party of the first Part shall not be obligated to deliver a Speech Therapy Evaluation pursuant to a modification of the IEP, in the absence of a written mutual agreement between the parties that it do so. The party of the second part hereby agrees to pay to the party of the first part the sum of Two Hundred Sixty Dollars (\$260.00) per evaluation. See attached rate sheet.

Both parties to this agreement understand that they may receive and/or come into contact with protected health information as defined by the Health Insurance Portability and Accountability Act of 1996 ("HIPPA"). The parties hereby acknowledge their respective responsibilities pursuant to HIPPA and shall comply with the Act and its implementing regulations.

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

For



Jon Feingold, Ph.D.
Executive Director
The Hagedorn Little Village School
750 Hicksville Road
Seaford, NY 11783

Signature - Authorized School District Person *Murray Forman*
Title: *BOE President*
School District: *Lawrence UFSJ*
Address: *2 Reilly Road*
Cedarhurst, NY 11516

**THE HAGEDORN LITTLE VILLAGE SCHOOL
JACK JOEL CENTER FOR SPECIAL CHILDREN**

**EVALUATION RATES
FOR SCHOOL AGE STUDENTS
SCHOOL YEAR 2018-19**

Audiological Evaluation	\$260.00
Occupational Therapy Evaluation	\$260.00
Physical Therapy Evaluation	\$260.00
Speech/Language Therapy Evaluation	\$260.00
Educational Evaluation	\$260.00
Psychological Evaluation	\$416.00
<u>Augmentative Evaluation</u>	\$676.00
Includes: Background Analysis 1 or 2 Testing Sessions @ HLVS Detailed Report	
Additional testing time if necessary	\$104.00 per hour
<u>Additional Augmentative Services</u>	
On site training @ HLVS for parents and/or staff	\$104.00 per hour
Off site training for parents and/or staff:	
0-14 miles from HLVS	\$156.00
15-19 miles from HLVS	\$175.00
20+ miles from HLVS	\$200.00

SPECIAL EDUCATION SERVICES CONTRACT

This Agreement is entered into this 1st day of September, 2018 by and between the Board of Education of the **Lawrence Union Free School District** (hereinafter the "DISTRICT OF RESIDENCE"), having its principal place of business for the purpose of this Agreement at 195 Broadway Lawrence NY 11559 , and the Board of Education of the **Hicksville Union Free School District** (hereinafter the "DISTRICT OF LOCATION"), having its principal place of business for the purpose of this Agreement at 200 Division Avenue Hicksville, NY 11801.

WITNESSETH

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

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

NOW, THEREFORE, the parties mutually agree as follows:

A. **TERM:** The term of this Agreement shall be from **July 1, 2018** through **June 30, 2019** inclusive, unless terminated earlier as provided for in this Agreement.

B. **SERVICES AND RESPONSIBILITIES:**

1. The DISTRICT OF LOCATION shall develop an individualized education service program (IESP) for those student(s) listed on the attached "Confidential Schedule A," incorporated by reference herein and made a part of this Agreement, and shall provide the services set forth in such IESP attached as Schedule "B".
 - a. A student(s) and/or services may be added or deleted from the attached Schedules "A" and/or "B" at any time upon written notification to the DISTRICT OF RESIDENCE. Such written notification shall include a copy of any revised IESP. In such event, the payment amount owed by the DISTRICT OF RESIDENCE shall be adjusted accordingly.
 - b. The DISTRICT OF LOCATION represents and warrants that it has received written consent from the parents of these students listed on Confidential Schedule A to share personally identifiable special education information with the DISTRICT OF RESIDENCE.
2. The DISTRICT OF LOCATION represents and warrants that services to students under this Agreement shall be provided by individuals who are certified or licensed in accordance with applicable law, rules and regulations.

C. **COMPENSATION:**

1. The parties to this Agreement recognize that the authority for the DISTRICT OF RESIDENCE and the DISTRICT OF LOCATION to contract for the provision of special education services herein is derived from Education Law Section 3602-c, and related provisions of the Education Law and Regulations of the Commissioner of Education; and that these statutes and regulations define the costs and categories of costs that may be

charged hereunder.

The DISTRICT OF LOCATION shall be entitled to recover from the DISTRICT OF RESIDENCE the actual costs as described in Education Law Section 3602-c and Part 177 of the Regulations of the Commissioner of Education.

2. Requests for payment by the DISTRICT OF LOCATION shall be made by submission of a detailed written invoice to the DISTRICT OF RESIDENCE on a monthly basis which references the time period for which payment is being requested, and a breakdown of the total amount due for the period specified.
3. The DISTRICT OF RESIDENCE shall pay the costs claimed by the DISTRICT OF LOCATION within forty-five (45) business days of receipt of each invoice by the DISTRICT OF RESIDENCE, unless the DISTRICT OF RESIDENCE sends the DISTRICT OF LOCATION a written notice disputing the invoice within forty-five (45) business days of its receipt. If a dispute or claim arises regarding payment, the parties shall have those legal rights and remedies provided by law and regulation. Failure to provide the written notice herein shall not preclude the DISTRICT OF RESIDENCE from disputing the costs by the DISTRICT OF LOCATION. Resolution of disputes regarding such cost claims shall be governed by Education Law Section 3602-c and part 177 of the Regulations of the Commissioner of Education.

D. TERMINATION

This Agreement may be terminated by written notice of either party.

E. MISCELLANEOUS

1. All notices which are required or permitted under this Agreement shall be in writing, and shall be deemed to have been given if delivered personally or sent by registered or certified mail, addressed as follows:

District of Residence: Lawrence UFSD
195 Broadway
Lawrence, NY 11559

District Location: Superintendent of Schools
Hicksville UFSD
200 Division Avenue
Hicksville, NY 11801

2. It is expressly understood that this Agreement shall not be assigned or transferred without prior written consent of the other party.
3. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce every provision of this Agreement. Enforcement of this Agreement must be made pursuant to Education Law Section 3602-c and Part 177 of the Regulations of the Commissioner of Education.
4. Should any provision of this Agreement for any reason, be declared invalid and/or unenforceable such declaration shall not effect the validity of the remaining provisions of this Agreement. Such remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid provision(s) eliminated.

5. This Agreement and the rights and obligations of the parties hereunder shall be construed in accordance with, and governed by, the laws and regulations of the State of New York and applicable Federal laws and regulations.
6. This Agreement, along with the attached Schedules "A" and "B", is the complete and exclusive statement of the Agreement between the parties, and supercedes all prior or contemporaneous, oral or written agreements, proposals, understandings, representations, conditions or covenants between the parties relating to the subject matter of the Agreement
7. Except for Schedules "A" and "B", this Agreement may not be changed orally, but only by an agreement, in writing, signed by authorized representatives of both parties.
8. It is expressly understood that nothing in this Agreement is intended to modify or vary, or enlarge or diminish the statutory and regulatory obligations or rights of the parties; nor is it intended to create any additional legal rights or obligations other than those imposed or provided by Federal or State law or regulation. This Agreement does not provide either party with a breach of contract action. Enforcement of this Agreement is through the dispute resolution procedures set forth in Part 177 of the Regulations of the Commissioner of Education.
9. Nothing in this Agreement is intended to bestow any benefits or rights to any third parties who are not signatories to this Agreement. The parties to this Agreement shall have the sole right to enforce its terms.
10. Nothing in this Agreement is intended to place an obligation on the parties to ensure that the other party is complying with its obligations under Federal or State law or regulation.

District of Location
Hicksville UFSD

District of Residence
Lawrence UFSD

By:
President, Board of Education

By: *Murray Forman*
President, Board of Education



AGREEMENT

AGREEMENT made effective as of the 1 day of July 2018 by and between LAWRENCE UNION FREE SCHOOL DISTRICT (the "District"), having its administrative offices at 2 Reilly Road, Cedarhurst, NY 11516 and EI US, LLC dba LearnWell (the "Company"), formerly Education, Inc., having its office at 2 Main Street, Suite 2A, Plymouth, MA 02360.

In consideration of the mutual covenants and conditions contained in this Agreement, the District and the Company hereby agree as follows:

1. **Retention:** The District hereby agree to retain the Company and the Company agrees to provide the District with its services consisting of any of the following upon the terms and conditions herein set forth: The District hereby agree to retain the Company and the Company agrees to provide the District with Academic Tutoring Services during the 2018-2019 school year.

2. **Term:** This Agreement will be for services provided July 1, 2018 – June 30, 2019 inclusive, unless terminated early as provided in this Agreement. It is understood that the District are under no obligation to renew this Agreement upon its expiration.

3. **Compensation:** See Exhibit A attached:

4. **Independent Contractor:** The Company is retained by the District only for the purposes and to the extent set forth in this Agreement, and its relation to the District shall, during the period of its retention and services hereunder, be solely that of an independent contractor. The compensation being paid pursuant to this Agreement shall not be subject to withholding taxes or other employment taxes required with respect to compensation paid by the District to an employee. The Company shall observe all requirements imposed by any laws upon corporations. The District, if required by Federal or State requirements, will submit a Form 1099, at year-end to the Federal government and to Company if having a gross income exceeding \$600, which thereupon will be reported for income tax purposes. Neither the Company nor any of its employees, agents, or assigns will be eligible for any employee benefits whatsoever relative to this Agreement including, but not limited to, social security, New York Worker's Compensation, unemployment insurance, New York State Retirement System benefits, health or dental insurance, or malpractice insurance, or the like. With regard to employees of the Company the Company alone shall be responsible for their work, personal conduct, direction, compensation, and for payment of all employment and other taxes in relation thereto.

5. **Indemnification:** The Company hereby indemnifies the District with respect to all claims, charges, costs and expenses arising out of the negligence of the Company, its agents, or employees, or with respect to the Company's breach of its obligations. The Company shall defend (with counsel selected by the District and reasonably approved by the Company), indemnify, and hold harmless the District, and its agents, members, representatives and employees from any and all claims, costs, expenses (including, but not limited to, attorney fees) related, directly or indirectly, to this indemnity.

6. **Expenses:** The Company will pay all expenses incurred by it in connection with the performance of his duties hereunder, including but not limited to automobile and/or travel expenses.

7. **Required Records:** The Company shall provide services and maintain records, logs and reports in accordance with all applicable laws, regulations and requirements of the New York Education Department, New York State Department of Labor and District policies and procedures in force during the term of this Agreement. All student records, logs, etc., will be the property of the Company and will be considered mandated records. Company shall provide the District with a copy of any reports, testing, evaluations, or observations that are prepared in connection with the services provided by the Company under this Agreement.

8. **Confidentiality:** The Company shall maintain the confidentiality of student records in accordance with HIPAA or any other applicable federal laws and regulations.

9. **Review of Company Records:** In compliance with HIPAA, the District shall have the right to examine any or all records or accounts maintained by the Company in connection with this Agreement.



10. **Insurance:** The Company shall provide the District with a certificate of liability insurance naming the District as an additional insured with coverage of not less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate upon execution of this Agreement. The Company shall notify the District in writing ten (10) days prior to any lapse in liability coverage. The absence of liability coverage during the term of this Agreement may result in immediate termination of this Agreement.

11. **Employer's Authority:** The Company represents and warrants that it will observe and comply with the policies, rules and regulations of the Company (and shall cause its employees to do the same), including, but not limited to, the Company Code of Conduct, performance of its duties, and to carry out and perform orders, directions and policies advised from the District.

12. **Termination:** This Agreement shall be terminated upon the occurrence of any of the following events:
(a) Immediately upon the breach by the Company of any of the policies, rules and regulations of the District relating to the health or safety of students or District employees.
(b) Automatically upon the filing of a Petition in Bankruptcy by the Company
(c) Upon thirty days (30) notice by either the District or the Company to the other, together with the reason for said early termination. Termination under this provision will only be permissible upon a showing that the reason cited is not arbitrary or capricious.

Upon termination of this Agreement, the Company shall be entitled to receive only the compensation accrued and unpaid as of the date of termination and shall not be entitled to any additional compensation.

13. **Notices:** Any notices required or permitted to be given under the terms of this Agreement shall be sufficient in writing and if personally delivered or sent by registered or certified mail to the parties at the following addresses:

To the Company:

LearnWell
PO Box 3345
Plymouth, MA 02361-3345

To the District:

Lawrence Union Free School District
2 Reilly Road
Cedarhurst, NY 11516

14. **Entire Agreement:** This instrument contains the entire agreement of the parties with respect to the subject matter thereof and supersedes any and all other agreements, understandings and representations by and between the parties.

15. **Modification:** This Agreement may not be changed orally, but only by an agreement in writing signed by the party or parties against whom an enforcement of any waiver, change, modification, extension or discharge is sought. Any waiver of any term, condition or provision of this Agreement will not constitute a waiver of any other term, condition or provision, nor will a waiver of any breach of any term, condition or provision constitute a waiver of any subsequent or succeeding breach.

16. **Third-Party Beneficiaries:** There are no third-party beneficiaries of or in this Agreement or any



of the terms or provisions hereof or any of the rights, privileges, duties, liabilities or obligations created hereby.

17. **Negotiated Agreement:** This is a negotiated Agreement, and this Agreement shall not be construed against any party by reason of this Agreement being prepared by such party's attorney. Each party warrants that it has full power to execute, deliver and perform this Agreement and has taken all actions required by law, its organizational documents or otherwise to authorize the execution and delivery of this Agreement.

IN WITNESS WHEREOF, the parties hereto have set their respective hands and seals as of the date and year first above written.

By: Murray Forman-BOE President.
Authorized Representative
Lawrence Union Free School District

By: [Signature]
Authorized Representative
EI US, LLC

Exhibit A

1. **Compensation:** The District agrees to compensate the Company at the rate of forty-eight dollars and fifty cents (\$48.50) per hour for up to ten (10) hours per week, on academic school days unless otherwise specified by the District. Each hour of instruction delivered in any setting requires administrative and preparation time, and LearnWell bills an additional 33% for those services (i.e., each three (3) hours of teaching generates one (1) hour of admin/prep time cost). Such compensation shall be paid within thirty (30) days of receipt and approval by the District of invoices (in form and substance satisfactory to the District) from the Company with respect to performance of such services.
2. **Absence Policy:** Our policy is to ensure all students that are cleared and capable of being seen in class sessions, are seen with 95% accountability.
3. **Authority:** Each of the signatories represents that he/she is authorized to execute this Agreement and to bind the District on whose behalf he/she has signed to its terms. The Company further represents that its representative has the authority to sign and bind the Company to its terms.
4. **Exhibit:** This Exhibit A is enforceable as against the Company and District only by virtue of its incorporation by reference in the Agreement between the Company and the District and is subject to all of the terms contained in such Agreement, including the termination provisions therein. This Exhibit A does not itself create any legally binding obligations on the Company or the District independent of the Agreement in which it is incorporated by reference.

Jodie Mishkin-Michaelson



ASSISTIVE TECHNOLOGY SERVICES

This agreement is entered into this **1st day of July 2018** by and between the Board of Education of Lawrence Union Free School District (“Board”) and **Jodi Mishkin-Michaelson** Social Security No. [REDACTED] hereinafter called the Independent Contractor (Consultant).

CONSULTANT SERVICES Board engages the services of Consultant to provide special education instructional services to be performed by Consultant for the term set forth below.

TERM The term of this Agreement shall commence on **July 1, 2018** and shall continue thereafter on a day-to-day basis until such time as either or both parties act to terminate the Agreement pursuant to the terms hereinafter set forth or until **June 30th, 2019**, whichever is sooner. In the event that either party elects to terminate this Agreement, the party so electing shall immediately notify the other party of the decision to terminate this Agreement but in no event shall either party terminate this Agreement without sending such notice by no later than thirty (30) days prior to the date of termination. The Consultant agrees to send such notice to the Board of Education at 195 Broadway, Lawrence, NY 11559. The Board of Education agrees to send such notice to the Consultant at above address. **All notices pursuant to this paragraph shall be by certified mail, return receipt requested.**

DUTIES During the period of this Agreement, Consultant shall devote his/her best efforts to the Board on those occasions when performing its services for the Board.

Consultant will be engaged as an independent contractor and be solely responsible for the payment of all federal and state income taxes applicable to this Agreement.

Consultant shall not be eligible for any employee benefits whatsoever to this Agreement including, but not limited to, social security, New York State Worker’s Compensation, unemployment insurance, New York State Employee’s Retirement, health or dental insurance or malpractice or the like.

Consultant represents that he/she is qualified to provide the service as indicated above and will not substitute any other person unless agreed to by the District for the provision of said services.

Consultant agrees to defend, indemnify and hold harmless the District, its officers, directors, agents or employees against all claims, cost, damages and expenses, including attorney’s fees, judgments, fines and amounts arising from any willful act, omission, error of negligence of the Consultant in relation to the performance of this Agreement.

Consultant shall perform all services under this Agreement in accordance with all applicable Federal, State and Local laws, rules and regulations, as well as any policy guidance from the New York State Education Department.

Consultant shall provide conscientious, competent and diligent services throughout the term of this Agreement.

Consultant shall work cooperatively with the District’s administrative staff and shall work directly under the administrative supervision of the Superintendent or his designee.

Consultant shall provide services and maintain and submit adequate and specific time records demonstrating hours worked and services provided prior to payment for services.

Consultant shall observe and comply with all District Policies and Regulations while on the grounds of the District and/or while providing services as indicted pursuant to this Agreement.

Consultant shall perform background checks and fingerprinting and comply with all provisions of the Safe Schools Against Violence Act, "SAVE". Consultant shall provide the District with appropriate proof of clearance for employment by the New York State Education Department.

PLACE OF EMPLOYMENT It is understood and agreed that the Consultant shall perform her services at such places as the Board shall designate.

TIME REQUIREMENTS The Consultant shall work on an hourly basis. The Consultant shall follow the private school calendar of the school to which she/he is assigned, the Consultant shall be under the supervision of the Deputy Superintendent or her designee. The Consultant shall be reassigned by the Deputy Superintendent or her designee to perform related tasks on those days that the private school is not in session, but the Consultant is scheduled to work.

Whenever Consultant undertakes to perform services for the Board; he/she shall devote the required amount of time necessary to properly accomplish the performance of those services. In addition to providing special education instructional services, Consultant may be required to attend meetings, including, but not limited to Committee on Special Education meetings and will make herself available for such further services as required during the term of this Agreement. Any time provided by Consultant for these types of additional activities is included in her compensation at the rate set forth above.

COMPENSATION Effective July 1st 2018 and continuing throughout the period of this Agreement, the Board agrees to pay the Consultant annual rate **see attached**. The Consultant shall be required to work each day the private school is open. The Consultant shall not receive the daily rate of pay for any absences.

PAYMENT SCHEDULE The Consultant will submit claim forms to the Deputy Superintendent or her designee on a **monthly** basis to be countersigned by the District designee. The monthly payment will not exceed the total contract price for the services rendered, payment shall be made by Lawrence within 60 days of approval of each claim form.

CERTIFICATION AND LICENSURE Consultant shall furnish to the Board prior to executing this Agreement, and shall maintain throughout the term of this Agreement, a valid and appropriate certificate as defined by the Regulations of the Commissioner of Education for Consultant to provide special education services in the State of New York as well as any license as is required by the State of New York.

Consultant represents that she is of good character, and is in good professional standing, and she possesses current and valid certification necessary to perform the services under this Agreement. Consultant represents that she has not in the past been charged with any criminal or professional misconduct or incompetence.

In the event that the certification of Consultant is revoked, terminated, suspended or otherwise questioned, or if any litigation becomes pending against Consultant, she shall immediately notify the District. The District, at its sole discretion, may terminate the Agreement in the event that the District finds the Consultant unsuitable on the aforementioned circumstances.

INSURANCE Consultant at its sole expense, shall procure and maintain such policies of comprehensive general liability, malpractice and other insurance as shall be necessary to insure the Consultant and the District and the Board of Education as additional insured, against any claim for liability, personal injury or death occasioned directly or indirectly by Consultant in connection with the performance of Consultant's responsibilities under this Agreement; each such policy shall provide a minimum coverage of One Million (\$1,000,000.00) Dollars in the event of injury or death to one person, and Three Million (\$3,000,000.00) Dollars in the event of injury or death to more than one person as the result of the same incident. The insurance is to be underwritten by a licensed New York State insurer with a minimum Bests rating of A-Minus. There should be a thirty (30) day written notice to the District in the event of cancellation or non-renewal. Upon the execution of this Agreement, the Consultant will provide the District with a copy of said policies and a Certificate of Insurance, naming the District and the Board of Education as additional insured and requiring at least 30 days' prior written notice of cancellation or non-renewal of such policy.

TERMINATION OF AGREEMENT In addition to the provision in the section of this Agreement captioned **TERM**, this Agreement may also be terminated upon thirty (30) days prior written notice of the Board and Consultant.

The parties agree that Consultant's failure to comply with any terms or conditions of this Agreement will be deemed a material breach of contract and will provide the basis for the District to immediately terminate this Agreement without further liability to Consultant.

RELATIONSHIP BETWEEN PARTIES Consultant is engaged by the Board only for the purpose and to the extent set forth in this Agreement and its relation to the Board shall, during the period of her engagement and service hereunder, be that of an independent contractor, and Consultant shall be free to dispose of such portion of her entire time, energy and skill as Consultant is not obligated to devote hereunder to the Board as Consultant sees fit and to such persons, firms or organizations as Consultant deems advisable. Consultant shall not be considered under this provision of this Agreement, or otherwise, as having an employee status or as being entitled to participate in any plans, arrangements or collective bargaining agreements by the Board pertaining to, or in connection with any salary, term or condition of employment, health insurance, workers compensation insurance of unemployment insurance or similar benefits as provided for regular employees. The work contemplated herein must meet the approval of the Superintendent of Schools or his designee and shall be subject to the general right of the Superintendent of Schools of inspection and supervision to secure the satisfactory completion thereof. Consultant is not to be considered an agent or employee of the Board of any purpose and Consultant is not entitled to any benefits that the Board provides to employees. Consultant will be solely and entirely responsible for her acts during the performance of this Agreement. The work and services provided for herein shall be performed by Consultant, and no other person shall be engaged upon such work or services.

ENTIRE AGREEMENT This Agreement incorporates the full and complete understandings of the parties and includes all of the terms and conditions agreed to by them regarding the employment of Consultant. Any oral promises or representations which might have been made by either party to the other which are not included in this Agreement, shall be considered to have no force or effect.

This Agreement is not assignable or transferable.

This Agreement may not be changed orally; all changes must be in writing and signed by an authorized representative of both parties.

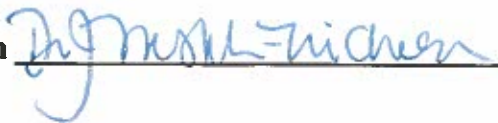
CONSTRUCTION This Agreement shall be construed and interpreted in accordance with the laws of the State of New York.

SAVINGS CLAUSE If any provision of this Agreement shall be found to be contrary to either Federal or State law, then such provision shall not be deemed valid and subsisting but the remainder of this Agreement not so effected shall remain in full force and effect.

WHEREAS, the Board of Education has approved the terms and conditions of this Agreement, and has authorized the President of the Board and Superintendent of Schools to execute the Agreement in its behalf, and

WHEREAS, Consultant has approved the terms and conditions of this Agreement,

IN WITNESS WHEREOF, the parties hereto have set their hands and seals to this Agreement effective on the day and year first above written.

Jodi Mishkin-Michaelson  **Date:** 8/10/18

Approval Director of PPS:  **Date:** 8/24/18

BOE President, Murray Forman
Lawrence Public Schools: _____ **Date:** _____

Assistive Technology Service Quote for 2018 – 2019 School Year

School District: Lawrence Public Schools

Date: August 2018

Assistive Technology Evaluations:

- *Assistive Technology evaluations are conducted utilizing the SETT framework by Joy Zabala which considers the Student, Environment, Task, and Tools.*
- Includes
 - Review of IEP and prior evaluations (up to 100 pages of material) \$1,350.00
 - School & parent Assistive Technology Questionnaire Per Student
 - Conversation with a parent/guardian and service provider Per
 - Face-to-face student assessment up to 2 hours over 1-2 sessions Evaluation
 - Written evaluation report
 - Presentation of the report at 504/CSE meeting either by phone or in person (subject to availability) up to 1 hour

Additional Evaluation Fees:

- Classroom observation (necessary for elementary and middle school students) \$200/hour
- Additional time with student
 - More than 2 hours required for
 - Evaluation
 - Multiple device trials & arrangements for device trials
- Reading and summarizing reports that exceed 100 pages
- Participation in 504/CSE meeting that exceeds 1 hour

Assistive Technology & Special Education Services:

- Face-to-face consultation for: students/family/service providers (school/home) \$200/hour
 - Non-face-to-face consultation via: video/phone/email Per Student
 - Communication with staff, technical staff, family, or student as situations arise in regard to software/hardware support, troubleshooting situations, goal writing, written step-by-step directions, etc.
 - Installation/programming/trouble shooting of software or hardware/ device adaption
 - Completion of progress reports
 - Written Assistive Technology Update (provided upon request)
 - Document procurement/preparation
 - Ex: Ordering, downloading, uploading, scanning, reformatting, text correction, text recognition, document accessibility, document creation, development of PECs system, creation of PECs cards, etc.
 - Researching and recommendation of devices/request of PO for software or hardware
- Note: actual software/hardware needs to be purchased by the district, not the service provider*

Service Pricing:

- Up to 60-minutes \$200.00
- Up to 45-minutes \$175.00
- Up to 30-minutes \$160.00
- Up to 15-minutes \$145.00

** Subject to written request and providers availability **

Note: Billing is done per child and submitted in one packet by selection below.

- Monthly
 Bimonthly
 3-3-4 Month Cycle (Sept. – Nov., Dec. – Feb., March – June)

School Contact Information:


Contact Name: <u>Dr. Jane Albert</u> Position: <u>Supervisor of Pupil Personnel Services</u> Contact Phone Number: <u>516-295-6407</u> Contact email: jalbert@lawrence.k12.ny.us	Contact Name: Elise Danzger Position: Psychologist Contact Phone Number: 516-295-6414 Contact Email: edanzger@lawrence.k12.ny.us
School: Lawrence Public Schools 87 Wanser Avenue, Inwood, NY 11096 Location of Service: <u>School / Student Home</u>	Contact Name: Margaret Spoagis Position: Contact Phone Number: Contact Email: mspoagis@lawrence.k12.ny.us

Signature of responsible party

Date

Caryl Oris, M.D.



This agreement is entered into this First day of July 2018 by and between the Board of Education of Lawrence Union Free School District (Lawrence) and Carly Oris Social Security No  herein called the Independent Contractor (Consultant).

Whereas Lawrence Public Schools has a need for the professional services of an individual with the particular training, ability, knowledge, experience and/or expertise possessed by the Consultant, Lawrence Public Schools hereby agrees to pay \$325.00 per hour session o the Consultant for the performance of said services during the period from July 2018, through June 2019 or at the discretion of the Board of Education. Generally, these payable-consulting services will include, but will not be limited, to the following: Psychiatric services, treatment sessions, evaluations, consultations, meetings and screenings.

In performing the above services, it is understood that:

1. The Consultant will be engaged as an Independent Contractor, and therefore, solely responsible for the payment of federal and state income taxes applicable to this agreement.
2. The Consultant will not be eligible for any benefits relative to this contract for social security, New York State worker's compensation, unemployment insurance, New York State Employee's Retirement System, etc.
3. The Consultant will submit claim forms to the project coordinator on a monthly basis to be countersigned that will not exceed the total contract price for the services rendered, payment shall be made by Lawrence within 60 days of approval of each claim form.
4. If payment to the Consultant is to be charged against federal or state funds, the Consultant will certify that he/she is not currently employed by the federal government and the amount charged does not exceed the normal charge for the type of service rendered.
5. Lawrence, in accordance with federal and state requirements, will submit a Form 1099 and IT 2102.1 respectively at year-end to the federal government for all individuals having gross income exceeding \$600, which thereupon will be reported for income tax purposes.
6. Each party shall have the right to terminate this agreement upon thirty (30) days written notice to the other party.
7. This contract and any amendments to this contract will not be in effect until approved by the Board of Education and the Office of Personnel or the authorized signatory of the Lawrence Union Free School District and accompanied by a valid purchase order.
8. Providers must work the school calendar days of the school in which they provide the service.
9. The Consultant must be certified by the New York State Department of Education and hold a current certification in the area that they are providing service.

10. The Consultant must maintain the confidentiality of students' personally identifiable information.
11. The Consultant must deliver to the Lawrence School District supervisor or his/her designee, copies of all reports, progress notes, charts or other documentation relative to the provision of services to the students.
12. The Consultant must maintain communication with the Lawrence School District to keep them apprised of student progress.
13. The Consultant must comply with all State, Federal and local requirements in the discharge of their duties.
14. The Consultant must agree to attend one monthly meeting, without fee compensation.

Consultant Signature – Caryl Oris

Date

Approval of Director of PPS – Dr. Ann Pedersen

Date

BOE President – Murray Forman

Date

Enclosure IV.A.2
10/15/2018

LAWRENCE PUBLIC SCHOOLS
SCHEDULE OF RETIREMENTS
CIVIL SERVICE

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>DATE SUBMITTED</u>
Ehlers, Bruce	Cleaner	10/31/2018	10/10/2018

Date: _____

Signature _____
District Clerk

Enclosure IV.B.1.
10/15/2018

LAWRENCE PUBLIC SCHOOLS
SCHEDULE OF RESIGNATIONS
PROFESSIONAL STAFF

<u>NAME</u>	<u>POSITION</u>	<u>DATE EFFECTIVE</u>	<u>DATE SUBMITTED</u>
Trogele, Lauren	HS/English Teacher	8/30/2018	8/24/2018

DATE: _____

SIGNATURE: _____
District Clerk

LAWRENCE PUBLIC SCHOOLS
SCHEDULE OF RESIGNATIONS
CIVIL SERVICE

<u>NAME</u>	<u>POSITION</u>	<u>DATE EFFECTIVE</u>	<u>DATE SUBMITTED</u>
Arredondo, Claudia	Bi-Ling. Typist-Clerk	09/28/2018	09/13/2018
Campbell, Arlene	School Monitor	10/01/2018	09/28/2018
Cornago, Georgina	Teacher Aide	10/02/2018	10/01/2018
Curcio, Jennifer	Teacher Aide	09/20/2018	09/10/2018
Dingle, Sherrell	School Nurse	09/04/2018	09/04/2018
Gauthier, Debra	Teacher Aide	09/04/2018	09/04/2018
Martinez, Yeni	Teacher Aide	09/04/2018	09/04/2018
McHugh, Lisa	Teacher Aide	10/03/2018	09/30/2018
Osse, Guirlene	Teacher Aide	09/04/2018	09/04/2018
Rosier, Jean	School Monitor	09/14/2018	09/13/2018
Strain, Leanne	Teacher Aide	09/05/2018	09/05/2018

SCHEDULE APPROVED:

SIGNATURE _____

District Clerk

Enclosure IV.C.1.a
10/15/2018

ABOLITION OF POSITIONS IN TENURE

C.1.a BE IT RESOLVED, that the following positions in the tenure areas indicated are hereby abolished:

NO. OF POSITIONS

TENURE AREA

1

Physical Education/Health

DATE: _____ DISTRICT CLERK _____

Enclosure IV.C. 2, 4
10/15/2018

LAWRENCE PUBLIC SCHOOLS
TERMINATIONS OF PROFESSIONAL STAFF BY
REASON OF ABOLITION OF POSITIONS

<u>NAME</u> <u>DATE</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
Freely, Mallory	Physical Education/Health	8/30/2018

DATE: _____ DISTRICT CLERK _____

ENCLOSURE
IV.C.4.b

LAWRENCE PUBLIC SCHOOLS

SCHEDULE OF TERMINATIONS

CIVIL SERVICE

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Jorge, Kenneth	Teacher Aide	08/31/2018

SCHEDULE APPROVED:

DATE _____

SIGNATURE _____

District Clerk

Enclosure IV.D.1
10/15/2018

LAWRENCE PUBLIC SCHOOLS
SCHEDULE OF LEAVE OF ABSENCES
PROFESSIONAL STAFF

<u>NAME</u>	<u>POSITION</u>	<u>DATE EFFECTIVE</u>	<u>DATE SUBMITTED</u>
Amabile, Lisa	LES/Elementary	10/05/2018-6/30/2019 Personal Leave	10/05/2018

DATE: _____

SIGNATURE: _____
District Clerk

Enclosure IV.F.1.
10/15/2018

LAWRENCE PUBLIC SCHOOLS
SCHEDULE OF APPOINTMENTS

<u>NAME</u>	<u>SCHOOL /ASSIGN</u>	<u>TYPE OF APPT.</u>	<u>EFFECTIVE DATE</u>	<u>TENURE DATE</u>	<u>CERT. STATUS</u>	<u>SALARY STEP</u>
Bauer, Eileen	LES/Elementary	Regular Sub.	8/30/2018	N/A	Professional	\$59,354 (Step 1 of Masters LTA 2018/19 Salary Schedule)
Kornblum, Brett	MS/Assistant Principal	Probationary	8/28/2018	N/A	Professional	\$99,866(Step 7 of 2018/19 ALA Salary MS Assistant Principal)

SIGNATURE _____
District Clerk

DATE _____

Enclosure IX.F.1a
10/15/2018

LAWRENCE PUBLIC SCHOOLS
SCHEDULE OF CHANGE OF EMPLOYMENT STATUS
PROFESSIONAL STAFF

<u>Name</u>	<u>Location/Position</u>	<u>Status Change</u>	<u>Effective Date</u>	<u>Tenure Date</u>	<u>Salary/Step</u>
Amabile, Lisa	LES/Assistant Principal	Leave Replacement	10/05/2018	N/A	\$87,105 (Step 1 of the ALA Dean 2018/2019 Agreement)
Isaacson-Klein Basya	School Psychologist	Payroll	8/30/2018-6/30/2019	N/A	\$57,524 (Step 1 Masters Salary Schedule LPSACP 2018/2018)

SCHEDULE APPROVED:

DATE: _____

SIGNATURE: _____

District Clerk

LAWRENCE PUBLIC SCHOOLS
APPROVED CERTIFICATED SUBSTITUTES

SUBSTITUTE:

<u>NAME</u>	<u>CERTIFICATION</u>
Romaine, Theresa	Special Ed. / K-6
Sullivan, Stephen	Social Studies

UNCERTIFIED SUBSTITUTES:

(Can substitute on an unlimited basis; all are in school working toward their certification)

Boerum, Tracy-Ann	
Mallon, Debra	
Pugliese, Christopher	Art
Schreiber, Nora	English/History/Physical Ed.
Sherman-Cohen, Lisa	PreK-4
Silvio, Marisa	K-6, Special Ed./ MS-HS English

DATE: _____

SIGNED: _____

District Clerk

LAWRENCE PUBLIC SCHOOLS

CIVIL SERVICE

SCHEDULE OF APPOINTMENTS

NAME	ASSIGNMENT	TYPE OF APPOINTMENT	EFFECTIVE DATE FROM	TO	SALARY STEP	SALARY
Ciaccio, Amy	Teacher Aide	part-time	10/16/2018		1	\$13.39 pr.hr.
Ellis, Joyce	Teacher Aide	part-time	10/16/2018		1	\$13.39 pr.hr.
Lawson, Rosa	Teacher Aide	part-time	10/16/2018		1	\$13.39 pr.hr.
Maisonet Deleon, C.	Teacher Aide	part-time	10/16/2018		1	\$13.39 pr.hr.
Sinclair, Shaquilla	1:1Teacher Aide	part-time	10/16/2018		1	\$14.21 pr.hr.
Taylor, Lasonja	Teacher Aide	part-time	10/16/2018		1	\$13.39 pr.hr.
Winkler, Russell	1:1 Teacher Aide	part-time	10/16/2018		1	\$14.21 pr.hr.

APPROVED: DATE _____

SIGNATURE _____

DISTRICT CLERK

LAWRENCE PUBLIC SCHOOLS

SCHEDULE OF CHANGE OF EMPLOYMENT STATUS

CIVIL SERVICE STAFF

<u>NAME/LOCATION</u>	<u>POSITION</u>	<u>STATUS CHANGE</u>	<u>EFF.DATE</u>	<u>SALARY</u>
Candrea, Deborah	Tch.Aide	full-time to part-time	09/01/2018	\$18.16 hr.
Ehlers, Alice	Tch.Aide	full-time to part-time	09/01/2018	18.16 hr.
Fentress, Donna	Tch.Aide	full-time to part-time	09/01/2018	15.72 hr.
Frazier, Darlene	Tch.Aide	full-time to part-time	09/01/2018	18.38 hr.
Kesten, Joyce	Tch.Aide	full-time to part-time	09/01/2018	18.38 hr.
Maraj, Sheryl	Tch.Aide	full-time to part-time	09/01/2018	15.72 hr.
Martinez, Yeni	Tch.Aide	full-time to part-time	09/01/2018	15.72 hr.
Pandolfo, Doreen	Tch.Aide	full-time to part-time	09/01/2018	18.16 hr.
QuinnKerins, Maureen	Tch.Aide	full-time to part-time	09/01/2018	15.23 hr.
Rotolo, Johanna	Tch.Aide	full-time to part-time	09/01/2018	18.38 hr.
Sciarrotta, Lorraine	Tch.Aide	full-time to part-time	09/01/2018	18.16 hr.
Simpson, Shamecca	Tch.Aide	full-time to part-time	09/01/2018	18.16 hr.
Strain, Leeann	Tch.Aide	full-time to part-time	09/01/2018	18.16 hr.
Yela, Margot	Tch.Aide	full-time to part-time	09/01/2018	15.72 hr.
Gebauer, Maritza	Typist-Clerk	no longer eligible for Principal's stipend	09/01/2018	\$31,6666
Teacher Aides	Hourly Subs	Increase in salary From \$11 to \$15 pr. hour	10/16/2018	\$15.00 hr.

SCHEDULE APPROVED:

DATE: _____

SIGNATURE: _____

District Clerk

ENCLOSURE IV.F.2.c
10/15/2018

LAWRENCE PUBLIC SCHOOLS

CIVIL SERVICE
APPROVED SUBSTITUTES

SCHOOL MONITORS

Williams, Yvette
Melissa Lerro
Dacheen Oliver
Loretta Young
Sandi Escobar

TEACHER AIDES

Williams, Yvette
James, Veronica
Jorge, Kenneth
Melissa Petrillo
Deborah Oliviero
Dacheen Oliver
Tasbiha Chaudhry
Elissa Michaels
Briana Schneider
Loretta Young
Tracy-Ann Boerum
Debra Mallon
Kapelner, Arlene
Stephanie Barad

CLEANERS

Sherwayne Charlot

TYPIST-CLERK

Madeline Kinney

DATE _____

SIGNATURE _____
District Clerk

EXTRA COMPENSATION SCHEDULE

HIGH SCHOOL	ACTIVITY	AMOUNT
Weinstein, Kristen	English Coordinator	\$4,195.00
Leary, Patrick	Drivers Education Coordinator	\$3,595.00 Delete
Leary, Patrick *per hour	Drivers Education Teacher	\$ 88.00*Delete
McQuillan, Patrick	Drivers Education Coordinator	\$3,595.00
McQuillan, Patrick *per hour	Drivers Education Teacher	\$ 88.00*
Freely, Mallory	Girls Varsity Volley Ball Coach	\$6,618.00 Delete
Roopchand, Sasha	Girls Varsity Volley Ball Coach	\$6,618.00
Chesner, Nicole	PRISE Program	\$ 88.00*
Mayo, Izzy	PRISE Program	\$ 88.00*
Ronan, Diane *per hour	PRISE Program	\$ 88.00*
Torres, Ledy	African American Club	\$1,824.00
Verone, Rob	Fine Art Club	\$1,355.00
Stabile, Brian	Band Director	\$4,615.00
Gerson, Joel	Band Director Assistant	\$2,354.00
Staller, Karen	Musical Producer	\$2,630.00
Walsh, Katelynn	Battle of the Classes	\$1,824.00
Riley, Thomas	Broadway Showcase	\$2,630.00
Sales, Laila	Buskins I	\$3,804.00
Sales, Laila	Buskins II	\$3,804.00
Wolin, Lee	Chess Club	\$1,824.00
Sales, Laila	Broadway Showcase Choreographer	\$ 905.00
Riley, Thomas	Choral Director	\$3,688.00
Delguidice, Joanne	Computer Art Club	\$ 905.00
Albin, Mark	DECA Advisor	\$4,519.00
Calvo, David	Debate Team	\$3,717.00
Cammarata, Jeannine	SAAD Advisor	\$ 905.00
Gerson, Joel	Drill Team Advisor	\$1,824.00
Cohen, Ruth	Focus on Helping America	\$4,467.00
Kind, Karen	Fresh/Soph Advisor	\$5,420.00
Gerard, Linda	Government in Action	\$4,157.00
Chesner, Nicole	Hebrew Cultural Club	\$ 905.00
Mayo, Isaac	Homecoming	\$1,824.00
Verone, Rob	Imagineers Club	\$ 905.00
Sabio, Lorraine	Italian Cultural Club	\$ 905.00
Gerson, Joel	Jazz Band	\$1,824.00

HIGH SCHOOL

Kind, Karen	Junior Class Advisor	\$2,009.00
Mayo, Isaac	Key Club	\$1,355.00
Torres, Ledy	Latin American Club Co-Adv.	\$ 912.00
Avalos, Carlos	Latin American Club Co-Adv.	\$ 912.00
Weinstein, Kristen	Lawrencian Advisor	\$6,470.00
Walsh, Katelynn	Lawrencian Assistant	\$3,497.00
TBA	Literary Magazine	\$1,319.00
McComsey, Jessica	Math Club	\$1,824.00
Soto, Marisol	Math Mentoring Co-Adv.	\$1,824.00
Mugno, Thomas Jr.	Math Mentoring Co-Adv.	\$1,824.00
Vega, Paul	Mental Pab	\$5,670.00
Walker, Hugh	Film Club	\$ 905.00
TBA	Multi-Cultural Club	\$1,824.00
Riley, Thomas	Musical Production Director	\$4,314.00
Sales, Laila	Musical Production Dance Dir.	\$3,717.00
Ganes, Janet	National Art Honor Society	\$ 905.00
Sales, Laila	National Dance Honor Society	\$ 905.00
McCompsey, Jessica	National Honor Society Co-Adv	\$ 912.00
Mugno, Thomas	National Honor Society Co-Adv	\$ 912.00
Batts, Terrence	Orchestra Director	\$3,688.00
Gerson, Joel	Pit Band Director	\$1,824.00
Leary, Pat	Quiz Bowl	\$1,824.00
Sebor, Peter	Science (Bowl) Club	\$1,824.00
Isseroff, Rebecca	Science Research	\$3,717.00
Beyevea, Irina	Sr. Class Advisor	\$3,431.00
TBA	Social Studies Club	\$1,824.00
Verone, Rob	Stage Crew Advisor	\$3,048.00
Palladino, Mark	Student Activities Treasurer	\$5,038.00
Walker, Hugh	Student Government Advisor	\$1,824.00
Batts, Terrence	Tri-M Honor Society	\$1,355.00

EXTRA COMPENSATION SCHEDULE

MIDDLE SCHOOL

Spinelli, Michael V.	7/8 Football Assistant Coach	\$3,357.00
Mackler, Dr. Karen	PRISE Program Psychologist	\$ 100.00*
Amabile, Lisa	PRISE Program	\$ 88.00*
Cohen, Ivy	PRISE Program	\$ 88.00*
Confino, Beth	PRISE Program (Substitute)	\$ 88.00*
Kampton, Glenda	PRISE Program	\$ 88.00*
O'Connor, Karen	PRISE Program	\$ 88.00*
Salzberg, Lisa	PRISE Program	\$ 88.00*
Sanchez, Dorothy	PRISE Program	\$ 88.00*
Wiener, Debbie	PRISE Program	\$ 88.00*

*per hour

Iuliano-Tretter, Martina	AM Bus Duty	\$1,654.00
Kampton, Glenda	AM Bus Duty	\$1,654.00
Kaufman, Amy	AM Bus Duty	\$1,654.00
Kreiss, Rachel	AM Bus Duty	\$1,654.00
Bracchy-Sarceno, Joanne	PM Bus Duty	\$1,654.00
Cleva, Alicia	PM Bus Duty	\$1,654.00
Scarisbrick, Colleen	PM Bus Duty	\$1,654.00
Visconti, Donna	PM Bus Duty	\$1,654.00

Brinton, Katerina	Lunchroom Duty	\$2,996.00
Karvelas, Maria	Lunchroom Duty	\$2,996.00
Mena, Marianella	Lunchroom Duty	\$2,996.00
Wiener, Debbie	Lunchroom Duty	\$2,996.00

LES

Warren, Shirley	Teacher in Charge	\$1,858.00
Talenti, Jennifer	Co-Testing Coordinator	\$1,797.50
Warren, Shirley	Co-Testing Coordinator	\$1,797.50

Amabile Lisa	AM Bus Duty	\$1,109.00
Brickman, Margaret	AM Bus Duty	\$1,109.00
Brooks, Ilene	AM Bus Duty (shared)	\$ 554.50
Cohen, Ivy	AM Bus Duty	\$1,109.00
Diamond, Laurie	AM Bus Duty (shared)	\$ 554.50
Hernandez, David	AM Bus Duty	\$1,109.00
Lagasse, Gerard	AM Bus Duty	\$1,109.00
Lorberbaum, Gail	AM Bus Duty	\$1,109.00
Mor, Sharon	AM Bus Duty	\$1,109.00
Rasmussen, Linda	AM Bus Duty	\$1,109.00
Salzberg, Lisa	AM Bus Duty	\$1,109.00
Warren, Shirley	AM Bus Duty	\$1,109.00

EXTRA COMPENSATION SCHEDULE

LES

Hernandez, Lus	PM Bus Duty	\$1,109.00
Kahn, Randi	PM Bus Duty	\$1,109.00
McCabe, Rebecca	PM Bus Duty	\$1,109.00
O'Connor, Karen	PM Bus Duty	\$1,109.00
Pagnotta, Cheryl	PM Bus Duty	\$1,109.00
Palermo, Jennifer	PM Bus Duty	\$1,109.00
Putterman, Tobi	PM Bus Duty (shared)	\$ 554.50
Robertson, Cathryn	PM Bus Duty	\$1,109.00
Scelfo, Lisa	PM Bus Duty	\$1,109.00
Ward, Tracy	PM Bus Duty (shared)	\$ 554.50
Warren, Shirley	PM Bus Duty	\$1,109.00

#2 SCHOOL

Arleo, Jennifer	AM Bus Duty	\$1,109.00
Brown, Mary Patricia	AM Bus Duty	\$1,109.00
Cohen, Michelle	AM Bus Duty	\$1,109.00
Gilbert, Margaret	AM Bus Duty	\$1,109.00
Loweree, Vicky	AM Bus Duty	\$1,109.00
Arleo, Jennifer	PM Bus Duty	\$1,109.00
Cohen, Michelle	PM Bus Duty	\$1,109.00
Loweree, Vicky	PM Bus Duty	\$1,109.00
Merritt, Amy	PM Bus Duty	\$1,109.00

Gatto, Jennifer	AM Kindergarten Bus Duty	\$1,109.00
Greenberg, Stephanie	AM Kindergarten Bus Duty	\$1,109.00
Grossman, Elaine	AM Kindergarten Bus Duty	\$1,109.00
Becker-Burns, Lauren	PM Kindergarten Bus Duty	\$1,109.00
Gordon, Anastasia	PM Kindergarten Bus Duty	\$1,109.00
Grossman, Elaine	PM Kindergarten Bus Duty	\$1,109.00
Frommling, Gayle	PM Kindergarten Bus Duty	\$1,109.00
Becker-Burns, Lauren	Teacher in Charge	\$1,858.00

DATE _____

SIGNATURE _____

District Clerk

Enclosure
IV.G.2 a
10/15/2018

**CIVIL SERVICE
EXTRA COMPENSATION SCHEDULE**

<u>NAME</u>	<u>ACTIVITY</u>	<u>SCHOOL</u>	<u>AMOUNT</u>
Candрева, Deborah	Tch.Aide PRISE	High School	\$18.16 pr.hr.
Chowdury, Kamrun	Tch.Aide PRISE	High School	\$15.72 pr.hr.
DiResto, Marie	Tch.Aide PRISE	High School	\$15.72 pr.hr.
Phillipou, Theresa	Tch.Aide PRISE	High School	\$18.38 pr.hr.
Quddus, Durdana	Tch.Aide PRISE	High School	\$15.72 pr.hr.
Williams, Mary	Tch.Aide PRISE	High School	\$14.06 pr.hr.

DATE _____ SIGNATURE _____
District Clerk

MEMORANDUM OF AGREEMENT

This Agreement is made between the following parties: 1) Lawrence Union Free School District (hereinafter, the "District"); 2) Elise Danzger, an employee of the District (hereinafter, "Danzger"); and 3) Lawrence Public Schools' Association of Counselors and Psychologists (hereinafter, "LPSACP"), the duly recognized collective bargaining unit representing psychologists employed by the District.

WHEREAS, LPSACP is the exclusive bargaining agent for guidance counselors and psychologists, and the parties have entered into collective bargaining agreements relative to the subject matter hereof, along with other topics; and

WHEREAS, Danzger is a member of LPSACP; and

WHEREAS, Article VIII(E) of the collective bargaining agreement, "Additional Protection," provides as follows:

1. In case of a tenured unit member using all accumulated days of leave and still being out with long-term illness or disability, the unit member shall be entitled to receive the difference between his/her pay and the rate paid by the District for substitute unit members up to a cumulative total of ninety (90) days during the life of this Agreement. To be eligible for this protection, the unit member will be required to submit evidence of long-term illness or disability from his/her physician; and

WHEREAS, Danzger received notice from the District that she was eligible for Additional Protection based on having given birth to a child; and

WHEREAS, Danzger subsequently took leave from April 26, 2018 through June 29, 2018; and

WHEREAS, on or about July 26, 2018 Danzger was informed by the District that pursuant to New York State Department of Labor customs and regulations, maternity leave is a short term disability limited to six (6) weeks duration in the case of natural childbirth and eight (8) weeks duration in the case of a caesarian birth; and

WHEREAS, the District sought re-payment for the period Danzger was absent beyond six (6) weeks, i.e. June 8, 2018 through June 29, 2018; and

WHEREAS, Danzger and LPSACP dispute the District's interpretation of Article VIII(E) of the collective bargaining agreement and deny that Danzger is obligated to pay back the District; and

WHEREAS, the parties wish to resolve the matter without the need for further litigation;

NOW THEREFORE, it is hereby stipulated and agreed by and between the undersigned as follows:

1. Danzger agrees to repay the valuation of four (4) days (i.e. June 26, 2018 through June 29, 2018) over a two (2) month period by having the value of one (1) day subtracted from her pay for four (4) pay periods;
2. The District and LPSACP understand and agree that the Additional Protection clause of the collective bargaining agreement (Article VIII(E)) shall henceforth define childbirth as a short-term disability of six (6) weeks duration in the case of a natural childbirth and eight (8) weeks duration in the case of a caesarian birth.
3. This Agreement may be executed in one or more counterparts, each of which, once executed and delivered, shall be deemed an original, but all of which taken together shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Agreement on the dates indicated.

LPS' ASSOCIATION OF COUNSELORS
AND PSYCHOLOGISTS

Date: 9/7/18

Karen Mackler A.D.
Karen Mackler
President

LAWRENCE UNION FREE SCHOOL
DISTRICT

Date: _____

Murray Forman
President

ELISE DANZGER

Date: 9/7/18

Elise Danzger
Elise Danzger