

**REGULAR MEETING (Thursday, April 11, 2019)**

Generated by Patricia Wright on Monday, April 15, 2019

**HEMPSTEAD PUBLIC SCHOOLS****BOARD OF EDUCATION****REGULAR MEETING****APRIL 11, 2019****MINUTES**

The regular meeting of the Hempstead Public Schools Board of Education was held in the A.B.G.S. Middle School Band Box, 70 Greenwich Street, Hempstead, New York 11550. The meeting was called to order at 7:12 P.M. All of the Board Members were present. The Acting Superintendent offered remarks, she informed the Board and community that Barack Obama, David Paterson, and Joseph McNeil will be keeping 6th graders in their buildings to eliminate some of the over crowding in the middle school. She also announced that the Long Island Counsel for the Social Studies has chosen a district employee Mrs. Dawn Summer McShane as Outstanding Middle School Social Studies Teacher. There was an update from the district business and operations consultant, Mr. Ed Cullen in reference to the budget process. The President announced that the Hempstead is proud to have two graduates that have achieved a major accomplishment, Ms. Brittney Dukes, who is now a Doctor, and KaShawn Henderson. Trustee Gates excused himself at 8:26 P.M. after the consent calendar vote due to a prior commitment. Public participation was entertained, all concerns were addressed by the Board, Superintendent and staff.

**A. MEETING OPENING****BOARD MEMBERS PRESENT:**

LaMont Johnson, President  
Carmen Ayala Vice, President  
David B. Gates, Trustee  
Patricia Spleen, Trustee  
Randy Stith, Trustee  
Jack Bierwirth, Trustee Ex-Officio

**STAFF MEMBERS PRESENT:**

Regina Armstrong, Acting Superintendent  
Rodney Gilmore, Ed. D., Associate Superintendent for Human Resources  
James Clark Assistant Superintendent for Special Projects  
Djuana Wilson, Assistant Superintendent for Special Education  
Bridgid Villareal, Assistant Business Manager  
Ed Cullen, Consultant Business & Operations  
Patricia Wright, District Clerk  
John Sheahan, General Counsel  
Johnathan Scher, Labor Counsel  
Leandre John, Special Counsel

Procedural: 1. Pledge of Allegiance

**B. PRESIDENT'S REMARKS**

Procedural: 1. Moment of Silence

**C. ACTING SUPERINTENDENT'S REMARKS****D. COMMENDATIONS/PRESENTATIONS****Trustee Ayala moved, seconded by Trustee Stith to approve the consent calendar.****MOTION****YES 5****MOTION CARRIED**

To approve the consent calendar.

**Trustee Ayala moved, seconded by Trustee Spleen to convene to executive session at 8:26 P.M. for legal counsel and personnel discussion of a particular individual.**

**MOTION**

**YES 5**

**MOTION CARRIED**

To convene to executive session

**Action: 1. New Agenda Item**

**E. OTHER AGENDA ITEMS**

**Action (Consent): 1. Minutes**

**RESOLVED**, that the Board of Education approves the minutes of the meetings held March 7, 14, & 21 2019 as submitted by the District Clerk.

**F. BOARD OPERATIONS**

**MEDIA POLICY PULLED UNTIL MAY**

**Action: 1. New Agenda Item**

**1. RESOLVED**, that the Board of Education approves the 3rd reading and adoption of policies # 6690 "Audit Committee" and # 1133 "New Media Services At Board Meetings". (Attached)

**2. RESOLVED**, that the Board of Education approves to appoint the following election inspectors at a rate of \$174.00 per day and clerks at a rate of \$159.50, translators \$174.00 per day. Inspectors will be paid an hourly rate of \$11.60 for office hours performed

Lorine Conley	Connie Thomas
Elaine Watts	Karen Hill
Jeffrey Wicks	TBD
Noreen Little	Ercilia RomeroZereoue
Delva Brown	Delton Braham
Francis Ajvon	Pamela Faulkner
Delva Brown	Lisa Martin
Virginia Oliver	Mary Devone
Erudina Diaz	Elizabeth Faria
Jamillah Zereoue	Deborah Burgess

**3. RESOLVED**, that the Board of Education approves the 2019/2020 school calendar. (Attached)

**G. WARRANTS**

**Action (Consent): 1. Register of Bills**

**WARRANTS**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to review the **Register of Bills** as follows:

**General Funds** (Warrants #29, 28, 27, 26); **Cafeteria/Lunch** (Warrants #10); **Federal** (Warrants #22, 21, 20); **Capital** (Warrants #11, 10).

**H. REVENUE REPORTS**

**Action (Consent): 1. Revenue report**

**REVENUE STATUS REPORT**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to receive the **Revenue Budget Status Report for the month of February 2019**.

**I. APPROPRIATION REPORT**

Action: 1. New Agenda Item

### **APPROPRIATION STATUS REPORT**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to receive the **Appropriation Status Report for the month of February 2019.**

### **J. TREASURER'S REPORTS**

Action (Consent): 1. Monthly treasurer's report

### **TREASURER'S REPORT MOVED TO EXECUTIVE SESSION**

### **TREASURER'S REPORT**

**RESOLVED**, that the Board of Education accept the Reports as submitted by the District Treasurer. **Treasurer's Report for the month of February 2019.**

### **K. DONATION**

Action: 1. New Agenda Item

**RESOLVED**, that the Board of Education approves the Superintendent's recommendation to accept a \$500.00 donation from Altice USA, to further develop lessons in cultural awareness in David Paterson School.

### **L. BUDGET TRANSFER**

Action: 1. New Agenda Item

**1. RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation for the attached budget transfers.

### **M. BUSINESS & OPERATIONS**

Action: 1. New Agenda Item

**1. RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to extend Independent Coach Bus Corporation's present contract for the 2019/2020 school year for a period of one year at full CPI.

**2. RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to resume participation in Textbook Central's Centralized Textbook Loan Program for the 2019-2020 school year.

**3. RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to adopt the 2019/2020 budget in the revised amount of \$221,507,736. This is a reduction of \$2,255,435 to the previously approved (3/21/19) amount of \$223,763,171.

**4. RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to facilitate a not-to-exceed transfer of \$400,000 from the Employee Benefit Accrued Liability Reserve to the General Fund to pay 2018-19 year anticipated compensated absences. If approved, the revenue and expense sides of the General Fund budget shall increase by said amount.

**5. RESOLVED** that the Board of Education approves (a) the Acting Superintendent's recommendation to adhere to the statutory requirement of carrying no more than 4% of undesignated fund balance from the 2018-19 year into the 2019-20 year and (b) approves the following not-to-exceed transfers to the following reserves:

Insurance-\$250,000

Workers Compensation-\$500,000

Retirement Contributions-\$2,250,000

**N. DISPOSAL OF EQUIPMENT****O. CONTRACTS/STIPULATION OF SETTLEMENT**

**1. RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Agreement with Metro Group of Long Island Inc. for Contractor Services in connection with Base Bid No.: GC-1 of the New Elementary School/Rhodes Elementary School Demolition – Phase 1 project and hereby authorizes the President of the Board of Education to execute the same.

**2. WHEREAS**, the Board of Education of the Hempstead Union Free School District and United Martial Arts Long Island LTD and Mr. Harold Church previously entered into a consultant agreement dated September 8th , 2018 for the service period from October 1, 2018 through December 15, 2018;

**WHEREAS**, the original amount of the contract the Board of Education of the Hempstead Union Free School District was for \$4,400;

**WHEREAS**, since the execution of the original contract, there has been a change in the ending date as part of that change United Martial Arts Long Island LTD, will continue to complete the scope and service of the project. Additional costs requirement \$1,200 provided until January 9, 2019. The additional services to accommodate the end of program showcase and completion of the curriculum were provided on the following dates:

**December 17th 2018, December 19th 2018\*(Class + showcase)**  
**January 2nd, 2019 January 7th , 2019**  
**January 9th 2019**

**3. RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to approve a contract with Helaine Marshall for the ENL/Bilingual Professional Development provided to teachers in the Hempstead's Union Free School District during the 2017-2108 school year.

Recommended by: Janet Lovett, Coordinator Funding Source: Title III, not to exceed \$12,500

**P. INTERNSHIPS****Q. FACILITIES**

**\* All approvals are conditional based on the needs of the Hempstead School District. If the space requested by an outside group is needed by Hempstead students, the outside group will be cancelled.**

**1.** The group agrees to pay the specified fee, which is based on the "Fee Schedule" in Board of Education Policy.

Name	For Use Of	Date(s)
Theta Iota Omega Chapter, Alpha Kappa, Alpha Sorority, Inc. <b>Contact:</b> Deborah Cuevas Cherry (631) 987-9555	Cultural Enrichment Arts Program	<b>Day:</b> Saturday
		<b>Date:</b> May 4, 2019
		<b>Time:</b> 10am to 3:30pm
		<b>Cost:</b> \$ 2,527.00
		<b>Insurance:</b> On file
		<b>Principal Approval:</b> Approved

**2. . RESOLVED**, that the Board of Education approves to ratify the action of March 28, 2019 at 3:06 P.M. granting use of facilities to the organization listed below.

The group **requests a waiver** of the specified fee, which is based on the "Fee Schedule" in Board of Education Policy.

Village of Hempstead PAL

**Contact:**

PO Sheryl Roberts  
478-6521

**High School Use of:**

Track and Field

**Day:** Monday and Thursday

**Date:** April 1, 2019 to May 23, 2019

**Time:** 6pm to 7pm

**Cost:** \$ 2,800.00

**Insurance:** On file

**Principal Approval:** Approved

**R. CURRICULUM & INSTRUCTION**

**S. SPECIAL EDUCATION**

**RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation to accept the recommendations of the CSE/CPSE meetings held on:

March 2019

3/1, 3/4, 3/5, 3/6, 3/7, 3/8, 3/11, 3/12, 3/13, 3/14, 3/15, 3/18, 3/19, 3/20, 3/21, 3/22, 3/25, 3/26, 3/27, 3/28, 3/29

**T. PUPIL PERSONNEL SERVICES**

**U. MISCELLANEOUS- TRIPS**

**1. WHEREAS**, the Hempstead High School is planning an overnight trip to visit SUNY Binghamton, SUNY Cobleskill and SUNY Broome Community College on April 24th and 25th, 2019.

**BE IT RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to permit 40 students (11th grade) and 4 chaperones from Hempstead High School to go on an overnight trip to visit SUNY Binghamton, SUNY Cobleskill and Broome Community College on April 24th and 25th, 2019.

**Recommended by:** Dr. Stephen Strachan, Principal

**Purpose:** To give students the opportunity to visit three colleges within the SUNY system.

**Goal:** The improvement of student achievement

**Source of Funding:** Entire trip paid for by NYGEAR UP

**V. PERSONNEL**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following professional personnel: as a leave replacement.

**NAME**

**POSITION**

**COMPENSATION**

Alexander moved to  
executive session

Miriam Alexander  
Eff. 3/28/19 - 6/26/19  
English Language Arts 7-12,  
Professional, Eff. 2/1/12

ELA Teacher  
Middle School (Leave  
Replacement  
K. Koehler - ALWP)

\$61,483 - prorated (Lv. 5, St. 2.)  
RECOMMENDED BY: A. Gonzalez  
PURPOSE: Fill Vacancy

**LEAVE(S) OF ABSENCE - RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to APPROVE the following LEAVE(S) of ABSENCE REQUEST(S), for the following professional personnel:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>REASON</u></b>
Karen Sloan Eff. 3/27/19 - 4/28/19	Speech Teacher, Jackson Main	Letter requesting an extension of Sick Leave of Absence/FMLA, with pay, utilizing accrued time, remainder without pay (Letter received on 3/15/19 in Human Resources) Medical documentation on file.
Bridget Billings Eff. 4/17/19 - 5/3/19	Science Teacher High School	Letter requesting a Medical Leave of Absence/FMLA, with pay, utilizing accrued sick time (Letter received on 3/26/19 in Human Resources) Medical documentation on file.
Jennifer Stewart Eff. 5/7/19 - 5/22/19	Special Education Teacher David Paterson	Letter requesting a Medical Leave of Absence/FMLA, with pay, utilizing accrued sick time (Letter received on 3/12/19 in Human Resources) Medical documentation on file.
Elisabeth Crawford Eff. 2/8/19 - 4/30/19	Special Education Teacher Jackson Annex	Letter requesting a Maternity Leave of Absence/FMLA, with pay, utilizing accrued sick time (8 Weeks), Eff. 2/8/19 - 4/11/19
Kathryn O'Shea Eff. 5/20/19 - 6/26/19	Art Teacher Prospect School	Letter requesting a Maternity Leave of Absence/FMLA with pay, utilizing accrued sick time (Letter received on 3/20/19 in Human Resources) Medical documentation on file.
Alphonse Persico Eff. 8/30/19 - 10/15/19	Elementary Teacher Middle School	Letter requesting a Paternity Leave of Absence/FMLA with pay, utilizing accrued sick time (Letter received on 4/3/19 in Human Resources) Medical documentation on file.
Judy Trujillo Eff. 4/8/19 - 6/17/19	Physical Education Teacher David Paterson	Letter requesting a Medical Leave of Absence/FMLA, with pay, utilizing accrued sick time (Letter received on 4/3/19 in Human Resources) Medical documentation on file.
Janice O.Carter Eff. 3/26/19 - 6/26/19	Teaching Assistant Jackson Main	Letter requesting a Medical Leave of Absence, not to exceed 90 days at 1/2 pay (Letter received on 3/27/19 in Human Resources) Medical documentation on file.
Esin Singer Eff. 7/22/19 - 8/16/19	Account Clerk Business Office	Letter requesting a Medical Leave of Absence/FMLA, with pay, utilizing accrued sick time (Letter received on 4/3/19 in Human Resources) Medical documentation on file.

**RESIGNATION - RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to ACCEPT the resignation(s) from the following personnel for RETIREMENT/PERSONAL PURPOSES:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>REASON</u></b>
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Karen Sloan Eff. 4/29/19	Speech and Language Teacher Jackson Main School	Letter of resignation received for retirement purposes
Sheila Holley Eff. 6/30/19	Elementary Teacher Jackson Annex	Letter of resignation received for retirement purposes
Darlene Homere Eff. 7/1/19	Elementary Teacher Jackson Annex	Letter of resignation received for retirement purposes
Andrea Aniskewicz Eff. 7/1/19	Elementary Teacher Jackson Annex	Letter of resignation received for retirement purposes
Katherine Castellano Eff. 6/30/19	Elementary Teacher David Paterson	Letter of resignation received for personal reasons
Daisy Dumey Eff. 6/30/19	Elementary Teacher Barack Obama	Letter of resignation received for personal reasons
Anthony Grant Eff. 6/30/19	Science Teacher High School	Letter of resignation received for retirement Purposes
Jay Kemmet Eff. 4/2/19	MS Boys Lacrosse Assistant	Letter of resignation received for personal reasons
<b>Ramirez moved to executive session</b> Dana Ramirez Eff. 6/30/19	Special Education Teacher	Letter of resignation received for personal reasons

**RESOLVED, that the Board of Education approves the Acting Superintendent's recommendation to COMPENSATE the following personnel for attending the Dual Language Professional Development and Training Sessions from May 20,28,29, June 10 & 11, 2019, from 3:15 p.m. – 5:00 p.m. (Title III Funding)**

<u>NAME</u>	<u>POSITION/LOCATION</u>	<u>COMPENSATION</u>
Rosalyn Cortez-Cruz	Bilingual Elementary Jackson Main	\$40.54/hr.
Cherese West	Monolingual Elementary Jackson Main	\$40.54/hr.
Evelyn Gallagher	Bilingual Elementary Barack Obama	\$40.54/hr.
Erika Winkler	Monolingual Elementary Barack Obama	\$40.54/hr.
Vanessa Parrado	Bilingual Elementary Prospect	\$40.54/hr.
Stephanie Carroll	Monolingual Elementary	\$40.54/hr.

	Prospect	
Ludy Curiel	Bilingual Elementary Prospect	\$40.54/hr.
Alyssa Tortora	Monolingual Elementary Prospect	\$40.54/hr.
Beatriz Ortiz	Bilingual Elementary Front Street	\$40.54/hr.
Jeanette Tillman	Bilingual Elementary Prospect	\$40.54/hr.
Jocelyn Hernandez	Bilingual Elementary Joseph McNeil	\$40.54/hr.
Ingrid Acosta	Bilingual Elementary Joseph McNeil	\$40.54/hr.
Megan Hodish	Monolingual Elementary Marshall	\$40.54/hr.

**ALL TENURE RECOMMENDATIONS PULLED BY THE ACTING SUPERINTENDENT WILL BE BROUGHT BACK TO ANOTHER MEETING TO REVIEW FILES**

**1. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Jamise Valentine**, a probationary Elementary Teacher in the Elementary Education tenure area, it having been shown that Jamise Valentine holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Jamise Valentine to serve in the district will expire on 10/25/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Jamise Valentine, effective **10/25/19** to the position of **Elementary Teacher** in the **Elementary Education** tenure area.

**2. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Natalie Lindo**, a probationary Elementary Teacher in the Elementary Education tenure area, it having been shown that Natalie Lindo holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Natalie Lindo to serve in the district will expire on 8/30/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Natalie Lindo, effective **8/30/19** to the position of **Elementary Teacher** in the **Elementary Education** tenure area.

**3. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Tannya Sparacio**, a probationary Bilingual Elementary Teacher in the Bilingual Elementary Education tenure area, it having been shown that Tannya Sparacio holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Tannya Sparacio to serve in the district will expire on 8/30/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Tannya Sparacio, effective **8/30/19** to the position of **Bilingual Elementary Teacher** in the **Bilingual Elementary Education** tenure area.

**4. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part



30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Delmy Bermudez**, a probationary ENL Teacher in the ENL Education tenure area, it having been shown that Delmy Bermudez holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Delmy Bermudez to serve in the district will expire on 8/31/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Delmy Bermudez, effective **8/31/19** to the position of **ENL Teacher** in the **ENL Education** tenure area.

**5. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Lorna Strachan**, a probationary Elementary Teacher in the Elementary Education tenure area, it having been shown that **Lorna Strachan** holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Lorna Strachan to serve in the district will expire on 10/18/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Lorna Strachan, effective **10/18/19** to the position of **Elementary Teacher** in the **Elementary Education** tenure area.

**6. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Lisette Velez**, a probationary Guidance Counselor in the Guidance Counselor tenure area, it having been shown that Lisette Velez holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Lisette Velez to serve in the district will expire on 8/31/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Lisette Velez, effective **8/31/19** to the position of **Guidance Counselor** in the **Guidance Counselor** tenure area.

**7. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Aimee Marro**, a probationary Speech Teacher in the Speech Teacher tenure area, it having been shown that Aimee Marro holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Aimee Marro to serve in the district will expire on 11/1/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Aimee Marro, effective **11/1/19** to the position of **Speech Teacher** in the **Speech Teacher** tenure area.

**8. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Arlise Carson**, a probationary Elementary Principal in the Elementary Principal tenure area, it having been shown that Arlise Carson holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Arlise Carson to serve in the district will expire on 9/27/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Arlise Carson, effective **9/27/19** to the position of **Elementary Principal** in the **Elementary Principal** tenure area.

**9. RESOLVED**, that in compliance with the provisions of Section 3012 of the Education Law and Part 30.3 of the rules of the Board of Regents and upon the recommendation of the Acting Superintendent of Schools that **Kelly Fairclough**, a probationary Elementary Principal in the Elementary Principal tenure area, it having been shown that Kelly Fairclough holds a valid New York State Certification No. (on file in the Office of Human Resources) to serve in the aforementioned tenure area. It further having been shown that the probationary period of Kelly Fairclough to serve in the district will expire on 8/23/19. The Board of Education of the Hempstead Public Schools does hereby grant tenure and appoint to tenure, Kelly Fairclough, effective **8/23/19** to the position of **Elementary Principal** in the **Elementary Principal** tenure area.

**JUUL AGREEMENT**

**WHEREAS**, the following professional staff were appointed by the Board of Education to a probationary position; and

**WHEREAS**, the professional staff have been informed that the Acting Superintendent does not intend to recommend tenure; and

**WHEREAS**, the professional staff have requested that the Board of Education not terminate employment and has agreed to extend the probationary period; and

**WHEREAS**, the Board of Education has no legal or other obligation to agree to this request, but is willing to do so in this instance as set forth in a letter of agreement that has been executed by this administrator.

**BE IT RESOLVED**, the probationary period of the following professional staff is extended as follows:

<u>NAME</u>	<u>Currently Due to Expire</u>	<u>Extended to and will Expire</u>
Keisha Ephraim	10/18/19	10/18/20
Beatriz Herrera	11/29/19	11/29/20
Kristen Wilson	9/27/19	9/27/20

**TERMINATIONS MOVED TO EXECUTIVE SESSION**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **TERMINATE** the following Professional Personnel Probationary Employment, effective 6/30/19:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Employee #4394	Special Education	Job Performance
Employee #4143-PULLED BY HR	Special Education	Job Performance
Employee #4283	Math 7-12 (Bilingual)	Job Performance
Employee #4913	Science 7-12	Job Performance
Employee #4542-PULLED BY HR	Science 7-12 (Bilingual)	Job Performance
Employee #4656	Library Media	Job Performance
Employee #4714	Library Media	Job Performance

**ADMINISTRATIVE LOA/W PAY MOVED TO EXECUTIVE SESSION**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to place employee #1789 on Administrative Leave of Absence, with pay, Effective April 2, 2019:

**ADMINISTRATIVE LOA W/O PAY MOVED TO EXECUTIVE SESSION**

**RESOLVED**, that, upon the recommendation of the Acting Superintendent of Schools, pursuant to NYS Education Law Section 913, Employee Number 2237 is hereby directed to submit to a fitness examination, with respect to his physical health, by a physician of the District's choosing; and, **BE IT FURTHER RESOLVED** that Employee Number 2237 is hereby placed on Administrative Extension of Unpaid Leave until cleared for 913 Exam.

**W. CIVIL SERVICE PERSONNEL**

**APPOINTMENT(S) - RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following **CIVIL SERVICE** Personnel:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Alvaro Hernandez Eff. 4/15/19	Provisional Bilingual Typist Clerk, F/T David Paterson	\$34,778-prorated (Lv. 1A, St. 5) <b>RECOMMENDED BY:</b> Gary Rush <b>PURPOSE:</b> Fill vacant position

**RESIGNATION – RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **ACCEPT** the resignation(s) from the following Civil Service personnel for **RETIREMENT/PERSONAL PURPOSES**:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Myles Petrus Eff. 2/6/19	School Lunch Monitor, PT, Jackson Main	Letter of resignation received for personal reasons.
Annette Grier Eff. 4/11/19	Clerk Typist	Letter of resignation received for retirement purposes.

**LEAVE OF ABSENCE - RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **APPROVE** the following **LEAVE(S)** of **ABSENCE** request(s) for the following **CIVIL SERVICE** personnel:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Guy Banks Eff. 5/1/19 - 5/27/19	Security Aide, High School	Letter requesting a Paternity Leave of Absence/FMLA, with pay, utilizing accrued sick time. (Letter received on 3/20/19 in Human Resources. Medical documentation on file.)

**TERMINATION(S) - RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **TERMINATE** the following:

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>
Employee #1987-PULLED BY HR Eff. 4/12/19	Typist Clerk Special Education Office	Failure to report back to work after (1) Year Leave of Absence

### **APRIL 1, 2019 MEETING HAND CARRY #1**

**RESOLVED:** That the Board of Education approves the Superintendent's recommendations to execute the personal financial donation from Mr. Jeff Daniels on behalf of the high school students and authorizes the President of the Board to execute same.

**Purpose:** Donation for the HBCU Tour for Hempstead High School students.

**Strategic Goal (s):** Personal donation from a Village of Hempstead Trustee/Hempstead booster. Donation is for students who would not otherwise afford the opportunity to attend the trip.

**Funding Source:** Private Donation

**Amount:** \$500.00

**Trustee Ayala moved, seconded by Trustee Spleen to reconvene to open session at 12:09 P.M.**

**MOTION**

**YES 4**

**MOTION CARRIED**

To reconvene to open session

**Trustee Johnson moved, seconded by Trustee Ayala to accept the Treasurer's report.**

### **TREASURER'S REPORT**

**RESOLVED**, that the Board of Education accept the Reports as submitted by the District Treasurer. **Treasurer's Report for the month of February 2019.**

### **MOTION**

**YES 4**

**MOTION CARRIED**

To accept Treasurer's report

**Trustee Stith moved, seconded by Trustee Johnson to approve the professional personnel appointment**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **APPOINT** the following professional personnel: as a leave replacement.

<u><b>NAME</b></u>	<u><b>POSITION</b></u>	<u><b>COMPENSATION</b></u>
Alexander moved to executive session		
Miriam Alexander	ELA Teacher	\$61,483 - prorated (Lv. 5, St. 2.)
Eff. 3/28/19 - 6/26/19	Middle School (Leave Replacement)	RECOMMENDED BY: A. Gonzalez
English Language Arts 7-12, Professional, Eff. 2/1/12	K. Koehler - ALWP)	PURPOSE: Fill Vacancy

### **MOTION**

**YES 4**

**MOTION CARRIED**

To approve appointment

**Trustee Johnson moved, seconded by Trustee Ayala to approve the resignation**

Dana Ramirez	Special Education Teacher	Letter of resignation received for personal reasons
Eff. 6/30/19		

### **MOTION**

**YES 4**

**MOTION CARRIED**

To approve resignation

**Trustee Johnson moved, seconded by Trustee Spleen to approve the terminations**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to **TERMINATE** the following Professional Personnel Probationary Employment, effective 6/30/19:

<u><b>NAME</b></u>	<u><b>POSITION</b></u>	<u><b>REASON</b></u>
Employee #4394	Special Education	Job Performance
Employee #4143-PULLED BY HR	Special Education	Job Performance
Employee #4283	Math 7-12 (Bilingual)	Job Performance
Employee #4913	Science 7-12	Job Performance
Employee #4542-PULLED BY HR	Science 7-12 (Bilingual)	Job Performance
Employee #4656	Library Media	Job Performance
Employee #4714	Library Media	Job Performance

### **MOTION**

**YES 3**

**MOTION CARRIED**

To approve terminations

**ABS. 1 (Trustee Stith)**

**Trustee Ayala moved, seconded by Spleen to approve Administrative LOA w/ pay**

### **ADMINISTRATIVE LOA/W PAY MOVED TO EXECUTIVE SESSION**

**RESOLVED**, that the Board of Education approves the Acting Superintendent's recommendation to place employee #1789 on Administrative Leave of Absence, with pay, Effective April 2, 2019:

**MOTION****YES 4****MOTION CARRIED**

To approve Administrative LOA w/pay

**Trustee Ayala moved, seconded by Spleen to approve Administrative LOA w/o pay**

**ADMINISTRATIVE LOA W/O PAY MOVED TO EXECUTIVE SESSION**

**RESOLVED**, that, upon the recommendation of the Acting Superintendent of Schools, pursuant to NYS Education Law Section 913, Employee Number 2237 is hereby directed to submit to a fitness examination, with respect to his physical health, by a physician of the District's choosing; and, BE IT FURTHER RESOLVED that Employee Number 2237 is hereby placed on Administrative Extension of Unpaid Leave until cleared for 913 Exam.

**MOTION****YES 4****MOTION CARRIED**

To approve Administrative LOA w/ o pay

**Trustee Johnson moved, seconded by Trustee Ayala to approve hand carry #2 as indicated  
HAND CARRY #2**

**RESOLVED**, that upon the recommendation of the Acting Superintendent of Schools, the Board of Education authorizes labor counsel, The Scher Law Firm, LL, to appeal the decision of the Nassau County Supreme Court in the Article 75 special proceeding under Index No. 615080/2018, in the matter of the application of the HCTA to enforce the arbitration award in the 6<sup>th</sup> period arbitration for the A.B.G.S. Middle School teachers for the 2016-2017 school year.

**MOTION****YES 4****MOTION CARRIED**

To approve hand carry # 2

**X. ADJOURNMENT**

Action: 1. Adjourn

**Trustee Sthith moved, seconded by Trustee Ayala to adjourn the meeting at 12:15 A.M.**

**MOTION****YES 4****MOTION CARRIED**

Meeting adjourned

Respectfully submitted:

Patricia Wright, District Clerk

## 6690 AUDIT COMMITTEE

The Board of Education will designate and appoint an Audit Committee for purposes of overseeing and carrying out the Board's audit policies and the performance of related duties and responsibilities. The District's Audit Committee shall be comprised of at least five members. The Audit Committee shall be comprised of the members of the Board of Education. Employees of the school district are prohibited from serving on the committee.

The Audit Committee shall:

- Recommend internal and external audit plans to the Board, specifying the areas of District operations to be reviewed for compliance with legal and regulatory requirements, operating efficiency and effectiveness;
- Receive and review the resulting audit reports; and propose recommendations to the Board for action as may be necessary and appropriate;
- Receive and review the report of the external auditor on any findings commented on during the annual audit report, and the management response thereto, and propose recommendations to the Board for action as may be necessary and appropriate;
- Oversee the selection of the internal auditor and the external auditor, pursuant to the relevant Board policies, and make recommendations to the Board for appointment to said positions; and
- Perform any other responsibilities outlined by the Board and/or as listed in the District's Audit Committee Charter (see attached exhibit, 6690-E).

The Audit Committee may conduct an executive session in accordance with law. Any member of the board of education who is not a member of the Audit Committee may be allowed to attend an executive session if authorized by a resolution of the board of education.

Committee Members are required to participate in all scheduled meetings of the Committee unless they can provide a valid reason for not being able to attend. Failure to provide a valid reason for non attendance of at least three meeting will result in automatic removal from the Committee.

It is not the intent of the Board of Education that the Audit Committee participate in or be responsible for the day to day operations of the school district or in the decisions that are the responsibility of the Superintendent of Schools or Assistant Superintendent for Business, or the other district administrators.

Ref:

Education Law § 2116-c

8 NYCRR § 170.12(d)

Adoption date: March 23, 2006

Adopted revision: September 16, 2010

**Hempstead Union Free School District**

## AUDIT COMMITTEE CHARTER TEMPLATE

### Audit Committee Authority

Pursuant to resolution number 6, dated October 3, 2005, the Board of Education of the Hempstead School District has established an audit committee to assist the Board of Education in the oversight of both the internal and external audit functions. The requirement to create an audit committee was established by Education Law '2116-c. According to '2116(4), the role of an audit committee shall be advisory and any recommendations it provides to the Board shall not be substituted for any required review and acceptance by the Board of Education. The District's resolution also states that the audit committee shall oversee and report to the Board on the annual audit of the district records as required.

### Mission

The Board of Education has established an audit committee to provide independent assistance to the Board in the oversight of the following matters:

1. Assist the Board in providing oversight of the internal and external audit functions, including the appointment of the internal and external auditors.
2. Oversee the competitive Request for Proposal Process (RFP) used to solicit quotations for the District's annual external audit.
3. Review the scope, plan and coordination of the external audit.
4. Review corrective action plans and necessary improvement based on audit findings and recommendations received from external and internal auditors.
5. Provide a communications link between the external and internal auditors and the Board.

### Composition and Requisite Skills

The District's Audit Committee is comprised of five (5) members with staggered three (3) year terms. The committee shall include:

- Five individuals to serve on the audit committee as established by the Board of Education.

The Committee members collectively should possess the expertise and experience in accounting, auditing, financial reporting and school district finances needed to understand and evaluate the school district's financial statements, the external audit of those statements and the district's internal audit activities. Accordingly, the Audit Committee's members should:

1. Possess the requisite skills and experience necessary to understand technical and complex financial reporting issues.
2. Have the ability to communicate with, and offer advice and assistance to, public finance officers and auditors.
3. Be knowledgeable about internal controls, financial statement audits and management/operational audits.



## **Duties and Responsibilities**

The duties and responsibilities of the District's Audit Committee includes the following:

### **§ External Audit Focus**

1. Recommend selection of the external auditor to the Board of Education.
2. Meet with the external auditor prior to commencement of the audit to review the engagement letter.
3. Review and discuss with the external auditor any risk assessment of the district's fiscal operations developed as part of the auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards, if applicable.
4. Review the external auditor's assessment of the district's system of internal controls.
5. Receive and review the draft annual audit report and accompanying draft management letter and, working directly with the external auditor, assist the Board of Education in interpreting such documents.
6. Make a recommendation to the Board of Education on accepting the annual audit report.
7. Review any corrective action plan developed by the school district and assist the Board of Education in the implementation of such plans.

### **§ Internal Audit Focus**

1. Make recommendations to the Board of Education regarding the appointment of the internal auditor.
2. Assist in the oversight of the internal audit function.
3. Review the annual internal audit plan to ensure that high risk areas and key control activities are periodically evaluated and tested.
4. Review the results of internal audit activities and significant recommendations and findings of the internal auditor.
5. Monitor implementation of the internal auditor's recommendations by management.
6. Provide input on the performance evaluation of the internal auditor.

### **§ Administrative Matters**

1. Hold regularly scheduled meetings.
2. Administer other related duties as prescribed by the Board of Education.
3. Review and revise the Audit Committee Charter.

## **Membership**

The membership duties of the Hempstead School District Audit Committee include the following:

- a. Good Faith B Members of the Committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of the Committee and the District with such care as a generally prudent person in a similar position would use under similar circumstances.

b. Independence B The following individuals would be precluded from being an Audit Committee member:

1. Someone currently or previously employed by the District during the past five year period.
2. Someone currently or previously providing services contractually to the District during the past five year period.

3. Someone of the immediate family (husband, wife & any children and their spouses) of an individual who is, or has been in any of the past five year period, employed by the district, providing services contractually to the District or contractually related to the District as a board member or an administrator.
  4. Someone who is a partner in, a controlling owner or an executive of, any for-profit business to which the district made, or from which the district received, payments that are or have been significant to the district or the for-profit business entity in any of the past five years.
- c. Confidentiality B During the exercise of duties and responsibilities, the Committee members may have access to confidential information. The Committee shall have an obligation to the district to maintain the confidentiality of such information.
- d. Oath of Office - All non-board members, who are members of the Audit Committee, should be administered the district's oath of office by the District Clerk.

### Meetings and Notification

The Hempstead School District Audit Committee shall meet a minimum of twelve (12) times each year. An agenda of each meeting should be clearly determined in advance and the Audit Committee should receive supporting documents in advance, for reasonable review and consideration. Any member of the Board of Education, who is not a member of the Audit Committee, may attend audit committee meetings if authorized by a resolution of the Board.

The work of this committee requires continuity and consistency, therefore any member who fails to attend three( 3) consecutive meetings without providing notice will be asked to render their resignation

The Audit Committee shall prepare minutes of each meeting. At a minimum, the minutes will include the following:

1. Copies of the meeting agenda
2. Date, attendance and location of the meeting
3. Brief summary of the topics discussed
4. Copies of materials discussed or presented at the meeting
5. A record of all actions or recommendations agreed to by the committee
6. Once approved, the minutes will be posted on the District web site for public viewing.

### Decision-Making Process

All decisions shall be reached by consensus of those members present at the meeting. Consensus is defined as an acceptable solution that all can agree to support. If consensus cannot be reached, polling of the voting membership will take place and simple majority will rule. A quorum constitutes a simple majority of the total membership and meetings will not be conducted unless a quorum is present.

### Reporting Requirements

The Hempstead School District Audit Committee has the duty and responsibility to report its activities to the Board of Education. Periodic written reports of Audit Committee activities are an important communication link between the Audit Committee and the Board on key decisions and responsibilities. The Audit Committee's reporting requirements are to:

1. Report on the scope and breadth of committee activities so that the Board of Education is kept informed of its work.
2. Provide minutes of meetings and work sessions which clearly record the actions and recommendations of the Committee.
3. Report on their review of the District's draft annual audit report and accompanying management letter and their review of significant findings and recommendations of the internal auditor.
4. Report on suspected fraud or abuse or material defects in the internal control systems.
5. Report on material or significant non-compliances with laws or District policies and regulations.
6. Report on any other matters that should be disclosed to the Board of Education.

### Review of the Charter

The Hempstead School District Audit Committee shall assess and report to the Board of Education on the adequacy of this Charter no less than an annual basis or as necessary. Charter modifications, as recommended by the Audit Committee, should be presented to the Board of Education in writing for their review and action.

### Sound internal control structure

A sound internal control structure is in place and internal controls are appropriately designed and operating effectively.

1. A sufficient understanding of the school district's system of internal controls including the district's control environment, control activities, system for risk assessment, information and communication, and monitoring. This audit procedure should also include a documented understanding of controls over the school district's computer systems that are significant to audit objectives.

2. Testing of controls deemed significant to the audit's objectives. For example: observing district personnel actually performing the control procedures in the regular course of operations; examining documents and looking for evidence of approvals, sign-offs, etc.; and replicating a control procedure to test whether it was applied correctly.
3. Testing of accounting records should also be performed such as payroll summaries and payments of taxes and other withholdings.
4. Analytical procedures should be performed to identify unusual trends, activities or transactions. Revenue and expenditure trends should be reviewed over a number of years, and significant budget variances investigated. Control and detail records for budget, revenue, payroll, procurement, capital project and capital asset activities should be scanned for questionable trends or entries, and unusual items investigated.
5. A sample of budget amendments should be checked to verify they were completed before appropriations were over-expended to verify budget control over district expenditures.
6. Documentation of how the evaluation of the district's control structure and the results of the analytical reviews will affect the audit approach for testing of controls and tests of transactions. This documentation should include the auditor's consideration of the risk of fraud, illegal acts, abuse, or violations of contract/grant provisions, and the impact these risks will have on audit testing.

#### **Assets are safeguarded**

**School district assets are safeguarded against loss, waste and abuse.**

1. Verification that a current asset inventory system is in place.
2. Physical inspection of assets and personal property items, especially those items most susceptible to theft and abuse (e.g. computers, televisions, video equipment).
3. Verification of adequacy of insurance coverage for assets and for employees with authorized access to those assets.

**Adoption date: March 23, 2006**

**Adopted revision: September 16, 2010**

# HEMPSTEAD UNION FREE SCHOOL DISTRICT

TOTAL DAYS FOR STUDENTS = 181 TOTAL DAYS FOR TEACHERS = 183

2019 - 2020 Calendar

JULY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
OCTOBER T=20 S=20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
JANUARY T=19 S=19						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
APRIL T=15 S=15						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
AUGUST T=2 S=0						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
NOVEMBER T=18 S=18						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
FEBRUARY T=15 S=15						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
MAY T=18 S=18						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
SEPTEMBER T=19 S=19						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
DECEMBER T=15 S=15						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
MARCH T=22 S=22						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
JUNE T=20 S=20						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Aug. 29-30	Superintendent Conference Days
2-Sep	Closed for Labor Day
3-Sep	First Day of School
Sep.30-10/1	Closed for Rosh Hashanah
9-Oct	Closed for Yom Kippur
14-Oct	Closed for Columbus Day
Nov. 5	Professional Dev. Day-1/2 Day for Students
11-Nov	Closed for Veterans Day
21-Nov	PreK & K Conf. Day (6-8 PM Only)
25-Nov	Conf. Day - Elementary (6-8 PM Only)
26-Nov	Conf. Day - Secondary (6-8 PM Only)
27-Nov	1/2 Day (District Wide Evacuation Drill)
Nov. 28-29	Closed for Thanksgiving Recess
Dec. 23 Jan. 3	Closed for Holiday Recess
20-Jan	Closed for MLK Holiday
Jan. 21-24	January Regents
10-Feb	Conf. Day-Elementary-1/2 Day for Students
11-Feb	Conf. Day-Secondary-1/2 Day for Students
12-Feb	PreK & K Conf. Day 1/2 Day for Students
Feb. 17-21	Closed for Winter Recess
Mar. 10	Professional Dev. Day-1/2 Day for Students
Mar. 25-27	3-8 ELA Assessment
Apr. 9-17	Closed for Spring Recess-Easter Sun 4/12
Apr. 21-23	3-8 Math Assessment
Apr. 13-May 15	NYSESLAT Speaking
28-Apr	PreK & K Conf. Day 1/2 Day for Students
29-Apr	Conf. Day-Elem/BI/ENL 1/2 for Students
30-Apr	Conf. Day-Second/BI/ENL 1/2 for Students
May 4-15	NYSESLAT Listening, Reading, Writing
May 18-May 29	Science Gr 4 & 8 Performance Test
May 22-26	Closed for Memorial Day
1-Jun	Science Gr 4 & 8 Written Test
2-Jun	New Regents US Hist. & Government
Jun. 17-25	Other Regents Exams
26-Jan	Last Day of School. Early Dismissal for students only.

Inclement Weather Make-Up Days	
22-May	1st Snow Day (otherwise school closed)
26-May	2nd Snow Day (otherwise school closed)
9-Apr	3rd Snow Day (otherwise school closed)

School Closed
Superintendent Conference Days
Parent/Teacher Conference Dates
Professional Development Day
Testing Dates
District Wide Evacuation Drill

BUDGET TRANSFER FROM	LINE NAME (FROM)	AVAILABLE BALANCE	BUDGET TRANSFER TO	LINE NAME (TO)	DOLLAR AMOUNT	AVAILABLE BALANCE AFTER BUDGET TRANSFER
A 9731.600	DEBT SERVICE/NEW BLDG/EPC	\$ 575,000.00	A 1620.455-25	WATER	\$ 15,000.00	\$ 560,000.00
A 9731.600	DEBT SERVICE/NEW BLDG/EPC	\$ 560,000.00	A 1420.402-22	ARBITRATION FEES	\$ 75,000.00	\$ 485,000.00
A 9731.600	DEBT SERVICE/NEW BLDG/EPC	\$ 485,000.00	A 1670.435-22	RENTAL- COPIER & COLLATOR (XEROX)	\$ 150,000.00	\$ 335,000.00
A 9731.600	DEBT SERVICE/NEW BLDG/EPC	\$ 335,000.00	A 1620.400-25	RENTAL- ECC, PPS, HS ANNEX	\$ 13,000.00	\$ 322,000.00
A 9731.600	DEBT SERVICE/NEW BLDG/EPC	\$ 322,000.00	A 2250.470-31	EVALUATIONS & THERAPISTS	\$ 150,000.00	\$ 172,000.00
A 9731.600	DEBT SERVICE/NEW BLDG/EPC	\$ 172,000.00	A 1621.540-25	MAINTENANCE SUPPLIES	\$ 10,000.00	\$ 162,000.00

TRANSFER REASON: TO PAY INVOICES RECEIVED AND ANTICIPATED INVOICES TO BE RECEIVED

GRAND TOTAL: \$ 413,000.00