



Long Lake
CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION MEETING

Thursday, June 11, 2020

6:00 p.m. Regular Meeting

WebEx Link-

Join by phone: Call in from a mobile device (attendees only)

+1-646-992-2010 United States Toll (New York City) Global call-in numbers

Join from a video system or application: Dial 1602833455@neric.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business: Dial 1602833455.neric@lync.webex.com

Meeting number (access code): 160 283 3455

Meeting password: longlake

- I. Call to Order – President of the Board
 - a. Pledge of Allegiance
 - b. *May 12, 2020 Regular Meeting Minutes
 - c. *June 1, 2020 Budget Hearing Minutes
 - d. Next Regular and Reorganizational Meeting Date, TBD
- II. Public Participation
- III. Presentations
- IV. Superintendent's Update
- V. Business Affairs
 - a. *April 2020 Treasurer's Reports
 - b. Comprehensive Budget and Revenue Status Reports
 - c. Warrants
 - d. *Budget Transfers
- VI. Recommendations for Approval
 - a. *Accept Results of June 9, 2020 Vote
 - b. *Non-Resident Student Tuition Rates for 2020-2021 School Year
 - c. *Medical Contract for 2020-2021 School Year
 - d. *Sean O'Shell as Class of 2023 (9th Grade) Class Advisor for March 2020-June 2020
 - e. *Policy #3221 Social Service Dogs, #5676 Privacy and Security for Student Data and Teacher and Principal Data, #7512 Student Physicals and #7530 Child Abuse and Maltreatment
 - f. *Resignation of Kelsie Adams as Secretary to the Superintendent Effective August 21, 2020
 - g. *Stipend Rates of Pay/Appointments for 2020-2021 School Year

- h. *Recognize Emily Stephan as Girls' Varsity Soccer Coach, Benjamin Conboy as Boys' Varsity Soccer Coach and Ray Hoag as Girls' Modified Soccer Coach
- i. *CSE Recommendations
- j. *Transfer to Bus Purchase Reserve Fund and Employee Benefits and Accrued Liability Reserve
- k. *Legal Retainer for 2020-2021 School Year
- l. *Shared Maintenance Agreement with Tupper Lake CSD for 2020-2021 School Year
- m. *Kristin Delehanty as Mentor for Hannah Klossner for September 2020 through January 2021
- n. *Patrick Curtin as 7-12 Mathematics Teacher for 2020-2021 School Year Pending Certification by September 1, 2020
- o. *Continuation of Employee Benefits for Patrick Curtin for July 2020 through August 2020
- p. * Hannah Klossner (2/3) and Vickie Snide (1/3) as Co-Athletic Coordinators for 2020-2021 School Year
- q. *Revised Conditions of Employment for Lisa Walker
- r. *Set Aside April 8, 2019 Board Approved 2019-2020 School Calendar and Adopt Revised 2019-2020 School Calendar

VII. General Discussion

- a. Tax Anticipation Notes

VIII. Policies, First Readings

- a. #7511 Immunization of Students

IX. 2nd Public Participation

X. Executive Session

- a. To Discuss the Employment History of Three Particular Persons

XI. Adjourn

**LONG LAKE CENTRAL SCHOOL DISTRICT
DRAFT BOARD MEETING MINUTES**

Date: May 12, 2020

Time: 6:00 p.m.

Type of Meeting: Regular Meeting

Place: Via WebEx by Phone 1-646-992-2010
Or via WebEx by Video System 476693886@neric.webex.com
Meeting Access Code 476 693 886

Members Present: Michael Farrell via WebEx Phone
Alexandria Harris via WebEx by Video System
Trisha Hosley via WebEx Phone (arrived at 6:26 p.m)
Joan Paula via WebEx by Video System
Brian Penrose via WebEx by Video System

Members Absent: None

Others Present: Noelle Short-Principal/Superintendent via WebEx by Video System, Victoria Snide-Clerk of the Board via WebEx by Video System .

Call to Order: The President called the meeting to order at 6:00 p.m.

Approved: On Motion by Joan Paula, seconded by Michael Farrell, with all in favor, to **dispense with the Pledge of Allegiance.**

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, the **minutes of the April 8, 2020 regular meeting.** Michael Farrell, Joan Paula and Brian Penrose approved the Motion. Alexandria Harris abstained.

Approved: On Motion by Michael Farrell, seconded by Alexandria Harris, with all in favor, the **minutes of the April 21, 2020 special meeting.**

The **next regular meeting date is Thursday, June 11, 2020** at 6 p.m. in the cafeteria. The budget vote, proposition vote and board of education election will be Tuesday, June 9, 2020. The Budget Hearing will be Monday, June 1, 2020.

Public Participation: None

Presentations: None

Superintendent's Update: COVID-19 pop up testing site was at the Town of Long Lake Office Building today. Hamilton County Public Health operated the testing. Twelve Long Lake CSD employees were tested. The County is working hard to increase their testing so that the North Country can enter phase 1 of reopening. Future testing sites have been shared on our Facebook page.

We have received a **\$5,000 grant from the Adirondack Foundation SUN Funds – Sudden and Urgent Needs Funds**. We are concentrating on hygiene, nutrition, cleaning and wellness products for families. We have also purchased products for our meal deliveries. Next week we will deliver meals with instructions for reheating.

Teachers are scheduling time to come into the building to get their **rooms ready for summer cleaning**. All student supplies are also being gathered to be delivered home.

The **custodial crew will increase their work schedule** starting next week. They will start their summer cleaning, painting and outdoor projects.

There is no explicit guidance on **when the school year will end**. It may be a local decision depending on the required 180 instructional days. If it is a local decision, the last day of school will be Monday, June 15, 2020. The Board agrees that Noelle Short needs to announce this as soon as the guidance is received, even though they may not have adopted a revised 2019-2020 school calendar yet.

Graduation will still take place on Friday, June 26, 2020 at 7 p.m. The ceremony itself is still unknown. Different virtual platforms are being looked at, as well as planning for a limited in-person audience.

End of the year award ceremonies are being discussed as these are special moments for students.

(Trisha Hosley signed on via WebEx Phone at 6:26 p.m.)

We are awaiting guidance on whether **summer school** will be allowed and what the protocols will be.

It is unknown whether the **summer Newcomb Youth Program** sponsored by the Town of Newcomb will be held. If it is, the Town of Long Lake and Long Lake Central School have decided they will not be providing bus transportation this summer due to social distancing rules on a bus.

The Town of Long Lake has canceled the annual **Quilt Camp** held the end of June.

There have been **multiple changes to the upcoming Budget Vote and Board of Education Election**. We have been following the lawyer's guidance as well as the multitude of emails received on the subject. The Governor's Executive Order gave the option for the CVW Long Lake Library to run their vote and elections with the school's if they so choose. The Library Board met and voted to run their own budget vote and election.

Business Affairs:

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, the March 2020 **Treasurer Reports**.

Comprehensive **Budget and Revenue Status** Reports for the General and Lunch Funds, Warrants #A-18, C-9 and TA-9, and Budget Transfer Schedule A-8 were reviewed.

Recommendations for Approval

Approved: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, the **resignation of Bridget O'Leary as 7-12 Spanish Teacher** effective immediately.

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, **Carol Turner as Election Inspector** at \$11.80 per hour and Victoria Snide as Election Inspector, no stipend.

Approved: On Motion by Michael Farrell, seconded by Alexandria Harris, with all in favor, Be It Resolved that the Long Lake Central School Board of Education **re-establishes a Tax Certiorari Reserve Fund** in the amount of \$33,744.12 effective May 12, 2020.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, the **resignation of Megan Nevins as General Special Education Teacher** effective June 30, 2020.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, **Noelle Short as Data Protection Officer**.

Approved: On Motion by Michael Farrell, seconded by Alexandria Harris, with all in favor, Be It Resolved that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint **Hannah Klossner for a four (4) year probationary appointment as a teacher of PK-12 Physical Education/Health** in the Physical Education and Recreation tenure area, commencing September 1, 2020 and ending August 31, 2024 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period consistent with the requirements of Education Law Sections 3012², 3012-c, and/or 3012-d. This offer is pending Initial Certification in Physical Education.

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, the **resignation of Aimee Harkness as Elementary Teacher** effective August 31, 2020.

General Discussion

Brian Penrose and Joan Paula will help review the proposals for our **capital project Clerk of the Works**.

COVID-19 discussion took place in the Superintendent's Update.

The Town of Long Lake seems receptive to **maintaining the school buses**. We have shared our bus maintenance contract with Tupper Lake CSD with the Town for review with their lawyers. We hope to make the change for July 1, 2020 however we may need Tupper Lake CSD on a month by month contract until such time as we can switch.

Policy 1st Readings: A first reading of Policy #3221 Social Service Dogs, #5676 Privacy and Security for Student Data and Teacher and Principal Data, #7512 Student Physicals and #7530 Child Abuse and Maltreatment was held. Noelle Short will speak with lawyers regarding Michael Farrell's questions on Policy #7530.

2nd Public Participation: Michael Farrell asked about cuts to State Aid. As of yet, we have not received any information on the amount of the cuts.

Executive Session: On Motion by Trisha Hosley, seconded by Brian Penrose, with all in favor, to enter Executive Session at 7:06 p.m. to discuss the employment of two particular persons and to discuss a matter relating to personal and financial issues of a particular person(s) and/or which is made confidential by state or federal law.

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, to come out of Executive Session at 7:34 p.m.

Adjournment: On Motion by Michael Farrell, seconded by Trisha Hosley, with all in favor, the Board adjourned at 7:35 p.m.

Clerk of the Board

Victoria J. Snide

**LONG LAKE CENTRAL SCHOOL DISTRICT
DRAFT BUDGET HEARING MINUTES**

Date: June 1, 2020
Time: 6:00 p.m.
Type of Meeting: Annual Budget Hearing
Place: Via WebEx by Phone 1-646-992-2010
Or via WebEx by Video System 475369493@neric.webex.com
Meeting Access Code 475 369 493

Members Present: Michael Farrell via WebEx Phone
Alexandria Harris via WebEx Video System
Brian Penrose via WebEx Video System

Members Absent: Trisha Hosley
Joan Paula

Others Present: Noelle Short-Principal/Superintendent via WebEx Video System,
Victoria Snide-Clerk of the Board via WebEx Video System, Charles O'Donnell via
WebEx Video System

The meeting was called to order at 6:00 p.m.

Budget Comments:

The School District Budget, School District Report Card, Fiscal Accountability Supplement and School Budget Notice Mailing were made available to the public and available on our website.

Noelle Short highlighted the district facts and proposed 2020-2021 budget. She spoke on PK-12 Connections, Collaborative Learning Opportunities, 1:1 Technology for All Students, Social/Emotional Learning, Hamilton County Tier II connections, and other items. Budgetary numbers including the estimated levy and tax rate were given.

Questions were answered on the budget.

The meeting adjourned at 6:34 p.m.

Clerk of the Board

Victoria J. Snide

TREASURER'S MONTHLY REPORT **FUND: EXTRACURRICULAR ACCT.**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 7,325.75

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ 615.00
	Interest	\$ 0.06

Total Receipts \$ 615.06

Total receipts, including balance \$ 7,940.81

Disbursements made during the month:

By Check-From Check :#	\$ -
EFT Transfers	\$0.00
By Debit Charge	\$ -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 7,940.81

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 7,940.81

Less outstanding checks
See attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 7,940.81

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 7,940.81

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Kisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT **FUND: TRUST & AGENCY**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 2,084.70

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ 147,179.54

Total Receipts \$ 147,179.54

Total receipts, including balance \$ 149,264.24

Disbursements made during the month:

By Check-from check #3082-3086 \$ 2,255.68

EFT Transfers 139,985.04

By Debit Charge

Total amount of checks issued and debit charges \$ 142,240.72

Cash balance as shown by records \$ 7,023.52

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 9,124.33

less outstanding checks # See Attached \$ 2,100.81

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 7,023.52

Amount of receipts undeposited (See attached schedules) -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 7,023.52

Received by the Board of Education and entered
as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Hisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT **FUND: LUNCH FUND**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 9,915.26

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ 25,154.00
	Interest	<u>0.19</u>

Total Receipts \$ 25,154.19

Total receipts, including balance \$ 35,069.45

Disbursements made during the month:

By Check-From Check #2251-2259	\$ 4,490.38
EFT Transfers	<u>4,901.00</u>

Total amount of checks issued and debit charges \$ 9,391.38

Cash balance as shown by records \$ 25,678.07**RECONCILIATION WITH BANK STATEMENT**

Balance as given on bank statement, end of month	\$ 25,678.07
Less outstanding checks see attached	<u>\$ -</u>

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)	\$ 25,678.07
Amount of receipts undeposited	<u>-</u>

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 25,678.07Received by the Board of Education and entered
as a part of the minutes of the Board meeting held20

Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Heta Wacker

Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: PAYROLL FUND**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 1,000.00

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>
April	Deposits

90,290.27

Total Receipts \$ 90,290.27

Total receipts, including balance \$ 91,290.27

Disbursements made during the month:

By Check: #16537(Voided 16538-16571)	\$ 261.53
EFT Transfers/Direct Deposit 20000-20033	\$ 90,028.74
	\$ -

Total amount of checks issued and debit charges: \$ 90,290.27

Cash balance as shown by records \$ 1,000.00

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 1,156.99

Less Outstanding Checks - See Attached \$ 156.99

\$ 1,000.00

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

Amount of receipts undeposited-


Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,000.00

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: GENERAL FUND**

For Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 48,714.48

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ 258,000.00
	Interest	0.63

Total Receipts \$ 258,000.63

Total receipts, including balance \$ 306,715.11

Disbursements made during the month:

By Check-From Check #16148-16171	\$ 128,041.67
EFT Transfers	137,409.91
	\$ -

Total amount of checks issued and debit charges \$ 265,451.58

Cash balance as shown by records \$ 41,263.53

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 69,161.87

Less outstanding checks see attached \$ 27,898.34

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 41,263.53

Amount of receipts undeposited(See attached schedules) \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 41,263.53

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Wacker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 2,224.45

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ 175.00
	Interest	\$ 0.02

Total Receipts \$ 175.02

Total receipts, including balance \$ 2,399.47

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,399.47

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,399.47

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,399.47

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,399.47

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET ACCOUNT**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 1,219,271.33

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ 139,625.04
	Interest	\$ 19.33
	Total Receipts	<u>\$ 139,644.37</u>
	Total receipts, including balance	<u>\$ 1,358,915.70</u>

Disbursements made during the month:

By Check:	
EFT Transfers	\$ 283,000.00
By Debit	\$ -

Total amount of checks issued and debit charges \$ 283,000.00Cash balance as shown by records \$ 1,075,915.70**RECONCILIATION WITH BANK STATEMENT**

Balance as given on bank statement, end of month \$ 1,075,915.70

Less outstanding checks

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 1,075,915.70

Amount of receipts undeposited \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,075,915.70

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

20Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 1,158,523.41

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ -
	Interest	\$ 615.98
	Total Receipts	\$ 615.98
	Total receipts, including balance	\$ 1,159,139.39

Disbursements made during the month:

By Check:	\$ -
EFT Transfers	\$ -
By Debit	\$ -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 1,159,139.39

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 1,159,139.39
Less outstanding checks	

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 1,159,139.39

Amount of receipts undeposited \$ -


Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,159,139.39

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: CAPITAL RESERVE-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 39,191.72

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	-
	Interest	\$ 20.83
	Total Receipts	\$ 20.83
	Total receipts, including balance	\$ 39,212.55

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-
Total amount of checks issued and debit charges	\$ -
Cash balance as shown by records	\$ 39,212.55

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 39,212.55
less outstanding checks	
see attached	\$ -
	\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 39,212.55

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 39,212.55

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Kisha Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: REPAIR RESERVE-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 53,466.28

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>
April	Deposits
	Interest

-
\$ 28.41

Total Receipts \$ 28.41

Total receipts, including balance \$ 53,494.69

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 53,494.69

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 53,494.69

less outstanding checks
see attached \$ -Net balance in bank (Should agree with Cash Balance above unless
There are undeposited funds in treasurer's hands)

\$ 53,494.69

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a
true reconciliation)

\$ 53,494.69

Received by the Board of Education and entered
as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Hita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TAX RESERVE-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 33,744.12

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	-
	Interest	\$ 17.96
	Total Receipts	\$ 17.96
	Total receipts, including balance	\$ 33,762.08

Disbursements made during the month:

	By Check-from check #	\$ -
	EFT Transfers	-
	By Debit Charge	-
Total amount of checks issued and debit charges		\$ -

Cash balance as shown by records \$ 33,762.08

RECONCILIATION WITH BANK STATEMENTBalance as given on bank statement, end of month \$ 33,762.08
less outstanding checkssee attached \$ -
\$ -Net balance in bank (Should agree with Cash Balance above unless
There are undeposited funds in treasurer's hands)

\$ 33,762.08

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a
true reconciliation)

\$ 33,762.08

Received by the Board of Education and entered
as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Hita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 72,167.15

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ -
	Interest	\$ 38.35

Total Receipts \$ 38.35

Total receipts, including balance \$ 72,205.50

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 72,205.50

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 72,205.50
less outstanding checks	\$ -
see attached	\$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 72,205.50

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 72,205.50

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Kisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TED ABER SCHOLARSHIP-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 9,077.75

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ -
	Interest	\$ 4.82

Total Receipts \$ 4.82

Total receipts, including balance \$ 9,082.57

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 9,082.57

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 9,082.57

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 9,082.57

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 9,082.57

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

20

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Hita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: COURTNEY SCHOLARSHIP-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 2,076.77

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ -
	Interest	\$ 1.08

Total Receipts \$ 1.08

Total receipts, including balance \$ 2,077.85

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,077.85

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,077.85

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,077.85

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,077.85

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

_____ 20 _____

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: VARTULI SCHOLARSHIP-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 6,761.66

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	\$ -
	Interest	\$ 3.57

Total Receipts \$ 3.57

Total receipts, including balance \$ 6,765.23

Disbursements made during the month:

By Check-from Check # \$ -

EFT Transfers \$ -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 6,765.23

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 6,765.23

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 6,765.23

Amount of receipts undeposited (See attached schedules) \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 6,765.23

Received by the Board of Education and entered as a part of the minutes of the Board meeting held

20

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Heidi Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: BUS RESERVE-NY CLASS**

For the Period from April 1, 2020 thru April 30, 2020

Total available balance as reported at the end of preceding period \$ 79,008.35

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
April	Deposits	-
	Interest	\$ 42.01
	Total Receipts	\$ 42.01
	Total receipts, including balance	\$ 79,050.36

Disbursements made during the month:

	By Check-from check #	\$ -
	EFT Transfers	-
	By Debit Charge	-
	Total amount of checks issued and debit charges	\$ -
	Cash balance as shown by records	\$ 79,050.36

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	\$ 79,050.36
less outstanding checks	
see attached	\$ -
	\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)	\$ 79,050.36
Amount of receipts undeposited (See attached schedules)	

Total available balance (must agree with Cash Balance above if there is a true reconciliation)	\$ 79,050.36
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Received by the Board of Education and entered as a part of the minutes of the Board meeting held

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Hisa Walker
Treasurer of School District

LONG LAKE CSD

Revenue Status Report From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>C 1440.B</u>	Breakfast - Student Sale of Meals	2,500.00	0.00	2,500.00	2,303.05	196.95
<u>C 1440.L</u>	Lunch - Student Sale of Meals	9,500.00	0.00	9,500.00	7,273.90	2,226.10
<u>C 1445.L</u>	A La Carte Sales	1,800.00	0.00	1,800.00	1,029.15	770.85
<u>C 2401</u>	Interest and Earnings	0.00	0.00	0.00	1.53	-1.53
<u>C 2770</u>	Misc. Revenues	0.00	0.00	0.00	5.85	-5.85
<u>C 3190.FB</u>	Breakfast - Federal Reimbursement	5,500.00	0.00	5,500.00	7,003.00	-1,503.00
<u>C 3190.FL</u>	Lunch - Federal Reimbursement	12,000.00	0.00	12,000.00	13,766.00	-1,766.00
<u>C 3190.FS</u>	Snack - Federal Reimbursement	550.00	0.00	550.00	250.00	300.00
<u>C 3190.SB</u>	Breakfast - State Reimbursement	250.00	0.00	250.00	417.00	-167.00
<u>C 3190.SL</u>	Lunch - State Reimbursement	500.00	0.00	500.00	609.00	-109.00
<u>C 3190.SS</u>	Snack - State Reimbursement	0.00	0.00	0.00	22.00	-22.00
<u>C 4190</u>	USDA Surplus Food	1,800.00	0.00	1,800.00	0.00	1,800.00
<u>C 5031</u>	Interfund Transfer	105,709.00	0.00	105,709.00	55,000.00	50,709.00
C Totals:		140,109.00	0.00	140,109.00	87,680.48	52,428.52
Grand Totals:		140,109.00	0.00	140,109.00	87,680.48	52,428.52

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
C 2860.160-0000	Cafeteria Salaries	59,553.00	0.00	59,553.00	55,821.06	0.00	3,731.94
C 2860.400-0000	Cafeteria Contractual	3,000.00	0.00	3,000.00	1,319.50	0.00	1,680.50
C 2860.410-0000	Cafeteria Food	30,000.00	50.15	30,050.15	23,796.10	3,767.17	2,486.88
C 2860.450-0000	Cafeteria Materials & Supplies	2,500.00	0.00	2,500.00	1,486.50	386.54	626.96
2860	SCHOOL FOOD SERVICE	95,053.00	50.15	95,103.15	82,423.16	4,153.71	8,526.28
28		95,053.00	50.15	95,103.15	82,423.16	4,153.71	8,526.28
2		95,053.00	50.15	95,103.15	82,423.16	4,153.71	8,526.28
C 9010.800-0000	Cafeteria Employees Retirement	9,500.00	0.00	9,500.00	-2,100.00	0.00	11,600.00
9010	STATE RETIREMENT	9,500.00	0.00	9,500.00	-2,100.00	0.00	11,600.00
C 9030.800-0000	Cafeteria Social Security	4,556.00	0.00	4,556.00	0.00	0.00	4,556.00
9030	SOCIAL SECURITY	4,556.00	0.00	4,556.00	0.00	0.00	4,556.00
C 9060.800-0000	Cafeteria Health Insurance	31,000.00	0.00	31,000.00	0.00	0.00	31,000.00
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	31,000.00	0.00	31,000.00	0.00	0.00	31,000.00
90		45,056.00	0.00	45,056.00	-2,100.00	0.00	47,156.00
9		45,056.00	0.00	45,056.00	-2,100.00	0.00	47,156.00
Fund CTotals:		140,109.00	50.15	140,159.15	80,323.16	4,153.71	55,682.28
Grand Totals:		140,109.00	50.15	140,159.15	80,323.16	4,153.71	55,682.28

LONG LAKE CSD

Revenue Status Report From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>A 1001</u>	Real Property Taxes	2,885,565.18	0.00	2,885,565.18	2,885,565.04	0.14
<u>A 1081</u>	Other Payments in Lieu of Taxes	0.00	0.00	0.00	9,794.33	-9,794.33
<u>A 1085</u>	School Tax Relief Reimb (STAR)	32,434.82	0.00	32,434.82	32,434.82	0.00
<u>A 1090</u>	Penalty on Taxes	3,000.00	0.00	3,000.00	3,997.28	-997.28
<u>A 1310</u>	Day School Tuition	3,600.00	0.00	3,600.00	6,650.00	-3,050.00
<u>A 1335</u>	Other Student Fees/Charges	1,000.00	0.00	1,000.00	1,207.00	-207.00
<u>A 2401</u>	Interest on Earnings	15,000.00	0.00	15,000.00	18,432.35	-3,432.35
<u>A 2701</u>	Refunds of Prior Years Expenditures	0.00	0.00	0.00	24,872.86	-24,872.86
<u>A 2770</u>	Other Unclassified Revenues	0.00	0.00	0.00	103.81	-103.81
<u>A 3101.A</u>	General Aid	480,000.00	0.00	480,000.00	380,920.45	99,079.55
<u>A 3101.B</u>	Excess Cost Aid	0.00	0.00	0.00	26,932.46	-26,932.46
<u>A 3102</u>	VLT Lottery Aid	0.00	0.00	0.00	22,697.04	-22,697.04
<u>A 3103</u>	BOCES Aid	45,000.00	0.00	45,000.00	8,581.59	36,418.41
<u>A 3260</u>	Textbook Aid	4,000.00	0.00	4,000.00	3,262.00	738.00
<u>A 3262</u>	Computer Software Aid	0.00	0.00	0.00	884.00	-884.00
<u>A 3263</u>	Library Material Aid	0.00	0.00	0.00	368.00	-368.00
<u>A 3265</u>	Small Government Assistance	0.00	0.00	0.00	158,956.00	-158,956.00
<u>A 4601</u>	Medicaid Assistance, HRSS	4,000.00	0.00	4,000.00	11,933.83	-7,933.83
A Totals:		3,473,600.00	0.00	3,473,600.00	3,597,592.86	-123,992.86
Grand Totals:		3,473,600.00	0.00	3,473,600.00	3,597,592.86	-123,992.86

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.400-0000	BOE Contractual Expense	7,920.00	-4,200.00	3,720.00	1,071.51	0.00	2,648.49
A 1010.450-0000	BOE Materials and Supplies	2,500.00	0.00	2,500.00	387.15	96.98	2,015.87
A 1010.490-0000	BOE BOCES Services	7,500.00	0.00	7,500.00	4,693.70	0.00	2,806.30
1010	BOARD OF EDUCATION	17,920.00	-4,200.00	13,720.00	6,152.36	96.98	7,470.66
A 1040.160-0000	BOE District Clerk Salaries	2,284.00	0.00	2,284.00	2,195.77	0.00	88.23
A 1040.400-0000	BOE District Clerk Contractual	3,000.00	5,000.00	8,000.00	7,112.56	0.00	887.44
1040	DISTRICT CLERK	5,284.00	5,000.00	10,284.00	9,308.33	0.00	975.67
10	Support Staff Salaries	23,204.00	800.00	24,004.00	15,460.69	96.98	8,446.33
A 1240.160-0000	Central Admin Equipment	117,579.00	2,000.00	119,579.00	116,316.75	0.00	3,262.25
A 1240.200-0000	Central Admin Contractual	2,000.00	0.00	2,000.00	1,182.00	0.00	818.00
A 1240.400-0000	Central Admin Contractual	12,280.00	-2,670.00	9,610.00	9,407.91	0.00	202.09
A 1240.450-0000	Central Admin Materials & Supplies	2,500.00	0.00	2,500.00	705.00	0.00	1,795.00
1240	CHIEF SCHOOL ADMINISTRATOR	134,359.00	-670.00	133,689.00	127,611.66	0.00	6,077.34
12	Finance Business Admin Salaries	134,359.00	-670.00	133,689.00	127,611.66	0.00	6,077.34
A 1310.160-0000	Finance BOCES Services	82,966.00	0.00	82,966.00	79,762.10	0.00	3,203.90
A 1310.490-0000	Finance Auditor Contractual	27,500.00	0.00	27,500.00	19,261.60	0.00	8,238.40
1310	BUSINESS ADMINISTRATION	110,466.00	0.00	110,466.00	99,023.70	0.00	11,442.30
A 1320.160-0000	Finance Auditing Salaries	534.00	0.00	534.00	395.02	0.00	138.98
A 1320.400-0000	Finance Auditor Contractual	8,800.00	0.00	8,800.00	8,750.00	0.00	50.00
1320	AUDITING	9,334.00	0.00	9,334.00	9,145.02	0.00	188.98
A 1325.160-0000	Finance District Treasurer	20,374.00	0.00	20,374.00	19,557.60	0.00	816.40
A 1325.450-0000	Finance District Treasurer Supplies	250.00	0.00	250.00	74.22	0.00	175.78
1325	TREASURER	20,624.00	0.00	20,624.00	19,631.82	0.00	992.18
A 1330.160-0000	Finance Tax Collector Salary	3,939.00	0.00	3,939.00	3,939.00	0.00	0.00
A 1330.400-0000	Finance Tax Collector Contractual	1,500.00	0.00	1,500.00	1,226.66	0.00	273.34
A 1330.450-0000	Finance Tax Collector Materials & Supplies	100.00	0.00	100.00	0.00	0.00	100.00
1330	TAX COLLECTOR	5,539.00	0.00	5,539.00	5,165.66	0.00	373.34
13	Legal Contractual	145,963.00	0.00	145,963.00	132,966.20	0.00	12,996.80
A 1420.400-0000	Legal Contractual	14,000.00	0.00	14,000.00	7,102.00	0.00	6,898.00
1420	LEGAL	14,000.00	0.00	14,000.00	7,102.00	0.00	6,898.00
A 1430.490-0000	Personnel - BOCES Services	1,950.00	0.00	1,950.00	1,337.60	0.00	612.40
1430	PERSONNEL	1,950.00	0.00	1,950.00	1,337.60	0.00	612.40
A 1480.400-0000	Public Info Contractual	250.00	0.00	250.00	182.00	0.00	68.00

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1480.450-0000</u>	Public Info/Printing Charges	1,000.00	0.00	1,000.00	292.39	0.00	707.61
1480	PUBLIC INFORMATION & SERVICES	*	0.00	1,250.00	474.39	0.00	775.61
14		**		17,200.00	8,913.99	0.00	8,286.01
<u>A 1620.160-0000</u>	Central Services Support Staff Salaries		0.00	91,375.00	87,173.69	0.00	4,201.31
<u>A 1620.200-0000</u>	Central Services Equipment		0.00	21,300.00	21,118.77	0.00	181.23
<u>A 1620.400-0000</u>	Central Services Contractual		0.00	62,700.00	46,731.20	0.00	15,968.80
<u>A 1620.410-0000</u>	Central Services Fuel Oil		0.00	80,000.00	42,727.58	37,272.42	0.00
<u>A 1620.420-0000</u>	Central Services Television		0.00	1,800.00	1,619.05	0.00	180.95
<u>A 1620.430-0000</u>	Central Services Electricity		0.00	27,000.00	14,193.69	0.00	12,806.31
<u>A 1620.440-0000</u>	Central Services Water Rent		0.00	1,000.00	1,000.00	0.00	0.00
<u>A 1620.450-0000</u>	Central Services Materials & Supplies		0.00	21,500.00	14,577.81	3,941.87	2,980.32
<u>A 1620.460-0000</u>	Central Services Telephone		0.00	8,500.00	6,311.39	0.00	2,188.61
<u>A 1620.480-0000</u>	Central Services LP Gas		0.00	100.00	20.37	0.00	79.63
<u>A 1620.490-0000</u>	Central Services BOCES		0.00	1,000.00	552.00	0.00	448.00
1620	OPERATION OF PLANT	*	0.00	316,275.00	236,025.55	41,214.29	39,035.16
<u>A 1621.160-0000</u>	Mainten Support Staff Salaries		0.00	13,928.00	13,835.20	0.00	92.80
<u>A 1621.400-0000</u>	Maintenance Contractual Exp		0.00	17,500.00	12,839.26	0.00	4,660.74
1621	MAINTENANCE OF PLANT	*	0.00	31,428.00	26,674.46	0.00	4,753.54
<u>A 1670.400-0000</u>	Contractual		0.00	1,200.00	1,072.59	0.00	127.41
<u>A 1670.450-0000</u>	Postage		0.00	3,200.00	1,868.12	0.00	1,331.88
<u>A 1670.490-0000</u>	Printing - BOCES Services		0.00	2,000.00	160.05	0.00	1,839.95
1670	CENTRAL PRINTING & MAILING	*	0.00	6,400.00	3,100.76	0.00	3,299.24
<u>A 1680.490-0000</u>	Central DP - BOCES Services		0.00	37,500.00	25,284.20	0.00	12,215.80
1680	CENTRAL DATA PROCESSING	*	0.00	37,500.00	25,284.20	0.00	12,215.80
16		**		391,603.00	291,084.97	41,214.29	59,303.74
<u>A 1910.400-0000</u>	Unallocated Insurance		0.00	1,000.00	740.28	0.00	259.72
1910	UNALLOCATED INSURANCE	*	0.00	1,000.00	740.28	0.00	259.72
<u>A 1920.400-0000</u>	School Association Dues		0.00	4,500.00	4,170.00	0.00	330.00
1920	SCHOOL ASSOCIATION DUES	*	0.00	4,500.00	4,170.00	0.00	330.00
<u>A 1981.490-0000</u>	BOCES Administrative Costs		0.00	19,500.00	15,524.80	0.00	3,975.20
1981	BOCES ADMINISTRATIVE COSTS	*	0.00	19,500.00	15,524.80	0.00	3,975.20
<u>A 1983.490-0000</u>	BOCES Capital Expenses		0.00	100.00	73,310.60	0.00	-73,210.60
1983	BOCES CAPITAL EXPENSE	*	0.00	100.00	73,310.60	0.00	-73,210.60

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
19		25,100.00	0.00	25,100.00	93,745.68	0.00	-68,645.68
1		737,429.00	130.00	737,559.00	669,783.19	41,311.27	26,464.54
A 2020.150-0000	Supervision Instructional	25,000.00	0.00	25,000.00	24,038.50	0.00	961.50
2020		25,000.00	0.00	25,000.00	24,038.50	0.00	961.50
A 2070.150-0000	Instructional Salaries	13,180.00	0.00	13,180.00	11,925.00	0.00	1,255.00
A 2070.490-0000	Inservices - BOCES Services	20,000.00	0.00	20,000.00	8,499.60	0.00	11,500.40
2070		33,180.00	0.00	33,180.00	20,424.60	0.00	12,755.40
20		58,180.00	0.00	58,180.00	44,463.10	0.00	13,716.90
A 2110.120-0000	Teaching K-6 Salaries	480,452.00	0.00	480,452.00	374,958.92	0.00	105,493.08
A 2110.130-0000	Teaching 7-12 Salaries	477,469.00	0.00	477,469.00	349,328.36	0.00	128,140.64
A 2110.140-0000	Substitute Teachers	18,000.00	0.00	18,000.00	17,135.00	0.00	865.00
A 2110.160-0000	Support Staff Salaries	53,753.00	-23,627.00	30,126.00	25,100.80	0.00	5,025.20
A 2110.170-0000	Payment in Lieu of Health Insurance	6,000.00	3,700.00	9,700.00	9,666.67	0.00	33.33
A 2110.180-0000	Leave Sellback	0.00	0.00	0.00	7,050.00	0.00	-7,050.00
A 2110.200-0000	Teaching Equipment	10,000.00	0.00	10,000.00	9,139.00	0.00	861.00
A 2110.400-0000	Teaching Contractual	16,650.00	-382.01	16,267.99	11,886.67	0.00	4,381.32
A 2110.410-0000	Field Trips	20,000.00	0.00	20,000.00	2,714.08	0.00	17,285.92
A 2110.411-0000	Conference Attendance	8,500.00	200.00	8,700.00	1,551.00	0.00	7,149.00
A 2110.412-0000	Mileage Reimbursement	2,500.00	0.00	2,500.00	750.50	0.00	1,749.50
A 2110.413-0000	Arts in Education	3,000.00	0.00	3,000.00	1,725.00	0.00	1,275.00
A 2110.450-0000	Teaching Materials & Supplies	9,000.00	-1,504.63	7,495.37	6,011.09	354.86	1,129.42
A 2110.451-0000	Elementary - Grade 1	2,631.00	0.00	2,631.00	1,972.94	0.00	658.06
A 2110.451-1000	Summer School	78.00	0.00	78.00	0.00	0.00	78.00
A 2110.451-2000	Art Program	2,869.00	776.33	3,645.33	2,679.15	89.24	876.94
A 2110.451-4000	Teachers Assistant-Dukett	250.00	0.00	250.00	180.00	0.00	70.00
A 2110.451-5000	English	621.00	63.00	684.00	683.84	0.00	0.16
A 2110.451-7000	Family Consumer Science	675.00	-125.00	550.00	0.00	0.00	550.00
A 2110.451-8000	Health Education	250.00	-1.00	249.00	0.00	0.00	249.00
A 2110.451-9000	Math	500.00	0.00	500.00	408.51	0.00	91.49
A 2110.452-1000	Elementary - Conboy/SPED	750.00	0.00	750.00	339.24	0.00	410.76
A 2110.452-2000	Music	2,366.00	0.00	2,366.00	1,368.81	0.00	997.19
A 2110.452-3000	Phys Ed	300.00	701.00	1,001.00	989.77	0.00	11.23
A 2110.452-4000	Science	750.00	0.00	750.00	657.79	0.00	92.21

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.452-5000	Social Studies	900.00	0.00	900.00	0.00	0.00	900.00
A 2110.452-6000	Technology	750.00	521.53	1,271.53	1,267.92	0.00	3.61
A 2110.452-7000	Elementary - PreK/Teaching Assistant	650.00	0.00	650.00	573.62	59.99	16.39
A 2110.452-9000	Teachers Aide Supplies-Kilpatrick	341.00	0.00	341.00	303.79	0.00	37.21
A 2110.453-0000	Elementary - Harkness	270.00	0.00	270.00	154.38	0.00	115.62
A 2110.454-0000	Elementary - Grade 2	913.00	0.00	913.00	693.97	0.00	219.03
A 2110.455-0000	Elementary - Grade 3/4	1,100.00	0.00	1,100.00	621.18	62.85	415.97
A 2110.456-0000	Elementary - Grade 5/6	484.00	345.10	829.10	465.78	0.00	363.32
A 2110.458-0000	Elementary - Grade K	1,160.00	0.00	1,160.00	716.85	18.43	424.72
A 2110.459-1000	Ace Committee	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2110.459-2000	STEM	1,000.00	0.00	1,000.00	686.88	186.73	126.39
A 2110.480-0000	Teaching Textbooks	3,000.00	0.00	3,000.00	1,100.85	69.45	1,829.70
A 2110.490-0000	Teaching BOCES	20,000.00	609.00	20,609.00	16,250.40	0.00	4,358.60
2110	TEACHING - REGULAR SCHOOL	1,149,432.00	-18,723.68	1,130,708.32	849,132.76	841.55	280,734.01
21		1,149,432.00	-18,723.68	1,130,708.32	849,132.76	841.55	280,734.01
A 2250.150-0000	Instructional Salaries	86,695.00	0.00	86,695.00	47,455.80	0.00	39,239.20
A 2250.160-0000	Non Instructional Salaries	17,929.00	23,627.00	41,556.00	34,707.96	0.00	6,848.04
A 2250.400-0000	Students w/Disab Contractual	4,500.00	-1.00	4,499.00	0.81	0.00	4,498.19
A 2250.450-0000	Special Ed Materials & Supplies	400.00	1.00	401.00	400.44	0.00	0.56
A 2250.470-0000	Special Tuition	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 2250.490-0000	BOCES Services	85,000.00	0.00	85,000.00	21,072.02	0.00	63,927.98
2250	PROGRAM FOR STUDENTS W/DISABILITIES SCHOOL AGE - SCHOOL YEAR	197,024.00	23,627.00	220,651.00	103,637.03	0.00	117,013.97
A 2280.490-0000	BOCES Services	30,000.00	0.00	30,000.00	11,235.20	0.00	18,764.80
2280	OCCUPATIONAL EDUCATION (GRADES 9-12)	30,000.00	0.00	30,000.00	11,235.20	0.00	18,764.80
22		227,024.00	23,627.00	250,651.00	114,872.23	0.00	135,778.77
A 2330.150-0000	Adult Education Salary	10,804.00	0.00	10,804.00	4,913.10	0.00	5,890.90
A 2330.151-0000	Special Schools Salary	20,160.00	0.00	20,160.00	10,900.00	0.00	9,260.00
A 2330.400-0000	Special Schools Contractual	3,398.00	0.00	3,398.00	0.00	0.00	3,398.00
A 2330.450-0000	Special Schools Materials & Supplies	1,000.00	100.41	1,100.41	564.83	0.00	535.58
2330	TEACHING - SPECIAL SCHOOLS	35,362.00	100.41	35,462.41	16,377.93	0.00	19,084.48
23		35,362.00	100.41	35,462.41	16,377.93	0.00	19,084.48

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2610.150-0000	Library Salaries	52,504.00	0.00	52,504.00	41,683.20	0.00	10,820.80
A 2610.450-0000	Library Materials & Supplies	900.00	0.00	900.00	0.00	0.00	900.00
A 2610.460-0000	Library Collections	7,400.00	0.00	7,400.00	293.00	0.00	7,107.00
A 2610.490-0000	Library BOCES Services	8,500.00	0.00	8,500.00	6,440.00	0.00	2,060.00
2610	SCHOOL LIBRARY & AUDIOVISUAL	69,304.00	0.00	69,304.00	48,416.20	0.00	20,887.80
A 2630.220-0000	Computer Hardware	21,000.00	14,113.39	35,113.39	27,536.90	1,412.30	6,164.19
A 2630.450-0000	Computer Materials & Supplies	1,000.00	334.54	1,334.54	943.63	0.00	390.91
A 2630.460-0000	Computer Software	7,000.00	-859.00	6,141.00	3,369.75	0.00	2,771.25
A 2630.490-0000	Computer BOCES	70,200.00	859.00	71,059.00	57,757.16	0.00	13,301.84
2630	COMPUTER ASSISTED INSTRUCTION	99,200.00	14,447.93	113,647.93	89,607.44	1,412.30	22,628.19
26	Attendance	168,504.00	14,447.93	182,951.93	138,023.64	1,412.30	43,515.99
A 2805.160-0000		4,500.00	0.00	4,500.00	4,285.80	0.00	214.20
2805	ATTENDANCE - REGULAR SCHOOL	4,500.00	0.00	4,500.00	4,285.80	0.00	214.20
A 2810.150-0000	Guidance Instructional Salaries	61,455.00	0.00	61,455.00	51,478.41	0.00	9,976.59
A 2810.450-0000	Guidance Materials & Supplies	500.00	0.00	500.00	335.58	0.00	164.42
A 2810.451-0000	Guidance Testing and Materials	1,150.00	229.25	1,379.25	101.25	0.00	1,278.00
2810	GUIDANCE - REGULAR SCHOOL	63,105.00	229.25	63,334.25	51,915.24	0.00	11,419.01
A 2815.160-0000	Support Staff Salaries	30,855.00	0.00	30,855.00	29,607.40	0.00	1,247.60
A 2815.400-0000	Health Contractual	6,800.00	0.00	6,800.00	6,024.50	0.00	775.50
A 2815.450-0000	Health Materials & Supplies	1,540.00	0.00	1,540.00	1,439.67	0.00	100.33
2815	HEALTH SERVICES - REGULAR SCHOOL	39,195.00	0.00	39,195.00	37,071.57	0.00	2,123.43
A 2820.400-0000	Psychologist Contractual	40,000.00	0.00	40,000.00	5,009.10	0.00	34,990.90
A 2820.450-0000	Psychologist Materials & Supplies	250.00	0.00	250.00	14.45	0.00	235.55
A 2820.490-0000	BOCES Psychologist	11,000.00	0.00	11,000.00	8,769.00	0.00	2,231.00
2820	PSYCHOLOGICAL SERVICES - REGULAR SCHOOL	51,250.00	0.00	51,250.00	13,792.55	0.00	37,457.45
A 2825.400-0000	Contractual	6,000.00	2,200.00	8,200.00	8,200.00	0.00	0.00
2825	SOCIAL WORK SERVICES - REGULAR SCHOOL	6,000.00	2,200.00	8,200.00	8,200.00	0.00	0.00
A 2850.150-0000	Co-curricular Salaries	25,890.00	0.00	25,890.00	17,156.00	0.00	8,734.00
A 2850.450-0000	Co-curricular Materials & Supplies	1,000.00	0.00	1,000.00	355.93	0.00	644.07
2850	CO-CURRICULAR ACTIVITIES - REGULAR SCHOOL	26,890.00	0.00	26,890.00	17,511.93	0.00	9,378.07
A 2855.150-0000	Interscholastic Salaries	10,000.00	0.00	10,000.00	5,511.00	0.00	4,489.00

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2855.400-0000	Interscholastic Contractual	20,500.00	0.00	20,500.00	17,551.35	0.00	2,948.65
A 2855.450-0000	Interscholastic Materials & Supplies	3,000.00	29.30	3,029.30	2,061.90	700.00	267.40
A 2855.490-0000	BOCES Interscholastic	500.00	0.00	500.00	380.00	0.00	120.00
2855	INTERSCHOLASTIC ATHLETICS - REGULAR SCHOOL	34,000.00	29.30	34,029.30	25,504.25	700.00	7,825.05
28		224,940.00	2,458.55	227,398.55	158,281.34	700.00	68,417.21
2		1,863,442.00	21,910.21	1,885,352.21	1,321,151.00	2,953.85	561,247.36
A 5510.160-0000	Transportation Salaries	78,760.00	0.00	78,760.00	70,688.07	0.00	8,071.93
A 5510.400-0000	Transportation Contractual	15,000.00	0.00	15,000.00	14,039.34	0.00	960.66
A 5510.450-0000	Transportation Materials & Supplies Misc	500.00	0.00	500.00	198.40	0.00	301.60
A 5510.451-0000	Diesel/Gasoline	18,000.00	0.00	18,000.00	7,019.12	0.00	10,980.88
A 5510.452-0000	Tires	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 5510.453-0000	Parts	7,500.00	0.00	7,500.00	6,087.81	0.00	1,412.19
A 5510.454-0000	Labor	13,000.00	0.00	13,000.00	7,706.93	0.00	5,293.07
A 5510.490-0000	BOCES Contractual	1,300.00	0.00	1,300.00	778.75	0.00	521.25
5510	DISTRICT TRANSPORTATION SERVICES	136,560.00	0.00	136,560.00	106,518.42	0.00	30,041.58
55		136,560.00	0.00	136,560.00	106,518.42	0.00	30,041.58
5		136,560.00	0.00	136,560.00	106,518.42	0.00	30,041.58
A 9010.800-0000	NYS Retirement	61,000.00	0.00	61,000.00	42,036.00	0.00	18,964.00
9010	STATE RETIREMENT	61,000.00	0.00	61,000.00	42,036.00	0.00	18,964.00
A 9020.800-0000	Teacher Retirement	125,500.00	0.00	125,500.00	-3,182.50	0.00	128,682.50
9020	TEACHERS' RETIREMENT	125,500.00	0.00	125,500.00	-3,182.50	0.00	128,682.50
A 9030.800-0000	Social Security	140,000.00	0.00	140,000.00	111,964.98	0.00	28,035.02
9030	SOCIAL SECURITY	140,000.00	0.00	140,000.00	111,964.98	0.00	28,035.02
A 9040.800-0000	Worker Compensation	12,000.00	0.00	12,000.00	11,567.00	0.00	433.00
9040	WORKERS' COMPENSATION	12,000.00	0.00	12,000.00	11,567.00	0.00	433.00
A 9050.800-0000	Unemployment	20,000.00	0.00	20,000.00	8,231.93	0.00	11,768.07
9050	UNEMPLOYMENT INSURANCE	20,000.00	0.00	20,000.00	8,231.93	0.00	11,768.07
A 9055.800-0000	Disability Plan	4,000.00	0.00	4,000.00	2,791.98	0.00	1,208.02
9055	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	2,791.98	0.00	1,208.02
A 9060.800-0000	Hospitalization	980,000.00	-5,700.00	974,300.00	902,239.87	0.00	72,060.13
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	980,000.00	-5,700.00	974,300.00	902,239.87	0.00	72,060.13
90		1,342,500.00	-5,700.00	1,336,800.00	1,075,649.26	0.00	261,150.74

LONG LAKE CSD

Appropriation Status Detail Report By Function From 7/1/2019 To 6/30/2020



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 9901.930-0000	Transfer to School Food Svc Fund	105,709.00	0.00	105,709.00	55,000.00	0.00	50,709.00
9901	TRANSFERS TO FUNDS	*	0.00	105,709.00	55,000.00	0.00	50,709.00
99		**	0.00	105,709.00	55,000.00	0.00	50,709.00
9		***	-5,700.00	1,442,509.00	1,130,649.26	0.00	311,859.74
	Fund A Totals:	4,185,640.00	16,340.21	4,201,980.21	3,228,101.87	44,265.12	929,613.22
	Grand Totals:	4,185,640.00	16,340.21	4,201,980.21	3,228,101.87	44,265.12	929,613.22

LONG LAKE CSD



Check Warrant Report For A - 23: Cash Disbursement - General Fund For Dates 5/1/2020 - 5/31/2020

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
16172	05/07/2020	4605	XEROX FINANCIAL SERVICES	COPIER LEASE PAYMENTS		435.50
16173	05/07/2020	4716	QUADIENT FINANCE USA, INC.	POSTAGE		223.30
16174	05/13/2020	2279	**CONTINUED** F-E-H BOCES TREASURER	Voided During Printing		0.00
16175	05/13/2020	2279	F-E-H BOCES TREASURER	APRIL CONTRACT BILLING		22,645.63
16176	05/13/2020	4088	MOSAIC ASSOCIATES	CAPITAL PROJECT BILLING		15,397.00
16177	05/13/2020	4141	NOELLE SHORT			1,506.95
16178	05/13/2020	4604	DOCUMENT SOLUTIONS OF THE NORTH COUNTRY	COPIER USAGE CHARGES		50.76
16179	05/13/2020	1896	WILLIAMSON LAW BOOK COMPANY	ABSENTEE VOTING SUPPLIES	200229	280.61
16180	05/13/2020	3064	TRI-LAKES 3HREE PRESS CORP.	PREK REGISTRATION AD		205.80
16181	05/13/2020	2819	MCCLARY MEDIA INC.	PREK REGISTRATION AD		92.00
16182	05/13/2020	1320	HULBERT'S TRI-LAKE SUPPLY INC.	FUEL OIL LINE REPAIRS		356.33
16183	05/13/2020	3940	LUKES MOBIL	DODGE VAN REPAIRS		178.90
16184	05/13/2020	4525	SLIC NETWORK SOLUTIONS	CABLE TV MAY		146.55
16185	05/13/2020	3217	FRONTIER	TELEPHONE LINES		410.29
16186	05/13/2020	3259	FIRST UNUM LIFE INSURANCE CO.	MAY DISABILITY		242.91
16187	05/13/2020	1869	NYS UNEMPLOYMENT INSURANCE	UNEMPLOYMENT INS. 1ST QTR 2020		6,185.00
16188	05/13/2020	1360	HAMILTON COUNTY TREASURER	FEBRUARY & MARCH GAS/DIESEL		947.69
16189	05/13/2020	2004	FORTUNE'S HARDWARE	CUSTODIAL SUPPLIES	200182	204.96
16190	05/13/2020	2695	CDW	BACK UPS	200231	202.14
16191	05/13/2020	4700	MICHELLE BILLINGS	REIMB. FOR SUN GRANT PURCHASES		277.60
16192	05/13/2020	1296	U.S. POSTAL SERVICE	BUDGET POSTCARD MAILING		79.87
16193	05/13/2020	4411	NYSMEC	ELECTRIC CONTRACT BILLING 6 OF 6		467.90
16194	05/21/2020	2742	TUPPER LAKE CENTRAL SCHOOL			3,988.46
16195	05/21/2020	4198	W.B. MASON CO., INC.	CUSTODIAL SUPPLIES	200167	36.99
16196	05/21/2020	3825	AMAZON	LABEL TAPE	200227	17.76
16197	05/21/2020	2697	DICK BLICK	ART SUPPLIES	200232	494.90
16198	05/21/2020	1709	QUILL	CALENDARS	200242	44.98
16199	05/21/2020	2695	CDW		200236	3,672.40
16200	05/21/2020	4700	MICHELLE BILLINGS	SUN GRANT REIMB.		139.41
16201	05/21/2020	4476	COMPASS PRINTING PLUS	BUDGET POSTCARD	200239	132.65
16202	05/21/2020	4669	GIFTS AND ENGRAVING BY GEORGE, INC.	VARSITY SPORTS AWARDS	200240	330.00
16203	05/21/2020	4425	VERIZON	CELL PHONE		28.46
16204	05/21/2020	1296	U.S. POSTAL SERVICE	SCHOOL BUDGET NOTICE MAILING		79.87

LONG LAKE CSD



Check Warrant Report For A - 23: Cash Disbursement - General Fund For Dates 5/1/2020 - 5/31/2020

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
16205	05/21/2020	4215	KRISTIN DELEHANTY	TPT REIMB.		123.70
16206	05/21/2020	2988	GIRVIN & FERLAZZO, P.C.	APRIL LEGAL RETAINER		600.00
16207	05/28/2020	1896	WILLIAMSON LAW BOOK COMPANY	ABSENTEE BALLOT ENVELOPES	200244	153.66
16208	05/28/2020	3259	FIRST UNUM LIFE INSURANCE CO.	JUNE DISABILITY INS.		250.93
16209	05/28/2020	1583	UNITED PARCEL SERVICE	REGENTS BOX RETURN		26.80
16210	05/28/2020	1869	NYS UNEMPLOYMENT INSURANCE	LATE FEE		30.93
16211	05/28/2020	2938	VICTORIA SNIDE	SPORTS AWARDS REIMB.		126.38
16212	05/28/2020	3805	MARY PHILLIPS-LEBLANC	REIMB. FOR TPT		37.75
16213	05/28/2020	1711	RUSSELL E. RIDER, MD	FINAL 1/2 OF MEDICAL CONTRACT FOR 19-20		3,000.00
16214	05/28/2020	4199	NYS EMPLOYEES' HEALTH INSURANCE	JUNE HEALTH INSURANCE		79,939.65

Number of Transactions: 43

Warrant Total: 143,793.37

Vendor Portion: 143,793.37

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 43 in number, in the total amount of \$ 143,793.37. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/29/20 Wendy J. Short
Date SUPERINTENDENT

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 143,793.37. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6/1/20 James S. Flanagan
Date CLAIMS AUDITOR

LONG LAKE CSD

Check Warrant Report For A - 21: Cash Disbursement - April General Fund For Dates 4/1/2020 - 4/30/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
16147	04/09/2020	3627	**VOID** JOHNSBURG TRAVEL CLUB	**VOID**		-5,950.00
16148	04/09/2020	1296	U.S. POSTAL SERVICE	TAX COLLECTOR MAILBOX ANNUAL FEE		56.00
16149	04/09/2020	3064	TRI-LAKES 3HREE PRESS CORP.	HELP WANTED ADS-CUSTODIAN		66.24
16150	04/09/2020	3639	INDIAN LAKE CENTRAL SCHOOL	BASKETBALL MERGED SEASON		7,563.25
16151	04/09/2020	2819	MCCLARY MEDIA INC.	HELP WANTED ADS-CUSTODIAN		55.14
16152	04/09/2020	2695	CDW	PROJECTOR FOR MATH ROOM	200223	1,585.28
16153	04/09/2020	3898	MAC GILL DISCOUNT SCHOOL NURSE SUPP	HEALTH OFFICE SUPPLIES	200219	131.48
16154	04/09/2020	4605	XEROX FINANCIAL SERVICES	COPIER LEASES		435.50
16155	04/09/2020	4166	CWW LONG LAKE PUBLIC LIBRARY	BALANCE SCHOOL TAXES		11,261.79
16156	04/09/2020	3217	FRONTIER	TELEPHONE LINES		412.64
16157	04/09/2020	2004	FORTUNE'S HARDWARE	CUSTODIAL SUPPLIES	200182	30.56
16158	04/09/2020	4604	DOCUMENT SOLUTIONS OF THE NORTH COUNTRY	COPIER USAGE CHARGES		427.58
16159	04/09/2020	4525	SLIC NETWORK SOLUTIONS	CABLE TV APRIL		146.55
16160	04/23/2020	2279	**CONTINUED** F-E-H BOCES TREASURER	Voided During Printing		0.00
16161	04/23/2020	2279	F-E-H BOCES TREASURER	MARCH CONTRACT BILL		23,282.68
16162	04/23/2020	4425	VERIZON	CELL PHONE		28.46
16163	04/23/2020	4520	BOUCHEY, MILLET & SCHAFER BENEFIT CONSULTING, LLC	ACA REPORTING		2,750.00
16164	04/23/2020	2988	GIRVIN & FERLAZZO, P.C.	LEGAL RETAINER, CAPITAL PROJECT, CORONAVIRUS		1,619.00
16165	04/23/2020	4435	HARTSON TOTAL OPENING	LOCK	200192	292.00
16166	04/23/2020	4651	PETROLEUM TRADERS CORP	FUEL OIL	200163	6,717.44
16167	04/23/2020	4199	NYS EMPLOYEES' HEALTH INSURANCE	MAY HEALTH INSURANCE		75,164.49
16168	04/23/2020	4014	TBS	REPAIR TO TECH ROOM HEATER		761.00
16169	04/23/2020	3825	AMAZON		200224	419.77
16170	04/23/2020	4698	NYS DEPARTMENT OF HEALTH	MEDICAID REVALIDATION		595.00
16171	04/23/2020	4141	NOELLE SHORT	REIMBURSE FACE MASKS		189.82

LONG LAKE CSD**Check Warrant Report For A - 21: Cash Disbursement - April General Fund For Dates 4/1/2020 - 4/30/2020**

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
Number of Transactions: 25					Warrant Total:	128,041.67
					Vendor Portion:	128,041.67

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 25 in number, in the total amount of \$ 128,041.67. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/5/20 Noel J. Shot
Date Superintendent

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ _____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/7/20 Jerome S. Sharaga
Date Claims Auditor

WKE CSD

Warrant Report For C - 10: Cash Disbursement - April Lunch Fund For Dates 4/1/2020 - 4/30/2020

VISION

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
2251	04/09/2020	2551	W.B. MASON CO. INC.	CAFETERIA SUPPLIES	200098	74.98
2252	04/09/2020	2496	SYSCO FOOD SERVICES	CAFETERIA FOOD	200216	1,121.31
2253	04/09/2020	3652	U.S. FOODSERVICE, INC.	CAFETERIA FOOD	200215	732.62
2254	04/09/2020	4358	SHAHEEN'S MARKET	CAFETERIA FOOD	200214	71.94
2255	04/09/2020	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	200101	799.17
2256	04/09/2020	4204	BIMBO FOODS BAKERIES	CAFETERIA FOOD	200097	201.48
2257	04/23/2020	4358	SHAHEEN'S MARKET	CAFETERIA FOOD	200226	35.67
2258	04/23/2020	3652	U.S. FOODSERVICE, INC.	CAFETERIA FOOD	200225	931.74
2259	04/23/2020	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	200230	521.47

Number of Transactions: 9

Warrant Total: 4,490.38
Vendor Portion: 4,490.38

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 9 in number, in the total amount of \$ 4,490.38. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/5/20 Wendy Short
Date Superintendent

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ _____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/7/20 Dorine S. Flanagan
Date Claims Auditor

LONG LAKE CSD

Check Warrant Report For C - 11: Cash Disbursement - Lunch Fund For Dates 5/1/2020 - 5/31/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
2260	05/13/2020	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	200230	364.63
2261	05/13/2020	4204	BIMBO FOODS BAKERIES	CAFETERIA FOOD	200097	157.02
2262	05/13/2020	4358	SHAHEEN'S MARKET	CAFETERIA FOOD	200226	17.94
2263	05/13/2020	3652	U.S. FOODSERVICE, INC.	CAFETERIA FOOD	200234	831.73
2264	05/13/2020	4461	TL REFRIGERATION	REPAIR TO FREEZER		175.00
2265	05/28/2020	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	200230	445.88
2266	05/28/2020	2551	W.B. MASON CO. INC.	CAFETERIA SUPPLIES	200098	119.85

Number of Transactions: 7

Warrant Total: 2,112.05
Vendor Portion: 2,112.05

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$ 2,112.05. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/29/20 Noelle F. Short
Date SUPERINTENDENT

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 2,112.05. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

6/1/20 Jerome S. Horagon
Date CLAIMS AUDITOR

LONG LAKE CSD



Check Warrant Report For TA - 10: Cash Disbursement - Trust & Agency For Dates 4/1/2020 - 4/30/2020

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
608	04/23/2020	3407	NYS INCOME TAX	Trust & Agency Payment		2,684.29
609	04/23/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		2,850.00
610	04/23/2020	3413	NYS EMPLOYEES RETIREMENT SYSTEM	Trust & Agency Payment		395.57
611	04/23/2020	4340	LLCS GENERAL FUND	Trust & Agency Payment		44,874.13
612	04/23/2020	4375	EFTPS Enrollment Processing	Trust & Agency Payment		15,034.43
3082	04/09/2020	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		134.87
3083	04/09/2020	3591	NEW YORK STATE DEFERRED COMP PLAN	Trust & Agency Payment - T-NYSDEF		10.00
3084	04/23/2020	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		134.87
3085	04/23/2020	3408	C.S.E.A. EMPLOYEE BENEFIT FUND	Trust & Agency Payment - F-EBF		1,965.94
3086	04/23/2020	3591	NEW YORK STATE DEFERRED COMP PLAN	Trust & Agency Payment - T-NYSDEF		10.00

Number of Transactions: 10

Warrant Total: 68,094.10

Vendor Portion: 68,094.10

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 10 in number, in the total amount of \$68,094.10. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/2/20 Date noel j. short Superintendent

LONG LAKE CSD**Check Warrant Report For TA - 11: Cash Disbursement - Trust & Agency (2) For Dates 4/1/2020 - 4/30/2020**

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
604	04/09/2020	3407	NYS INCOME TAX	Trust & Agency Payment		2,696.30
605	04/09/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		2,850.00
606	04/09/2020	4340	LLCS GENERAL FUND	Trust & Agency Payment		45,416.14
607	04/09/2020	4375	EFTPS Enrollment Processing	Trust & Agency Payment		15,179.52

Number of Transactions: 4**Warrant Total: 66,141.96****Vendor Portion: 66,141.96****Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 4 in number, in the total amount of \$66,141.96. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/2/2020 Wendy J. Short
Date Superintendent

LONG LAKE CSD

Check Warrant Report For TA - 12: Cash Disbursement - Trust & Agency For Dates 5/1/2020 - 5/31/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
613	05/07/2020	3407	NYS INCOME TAX	Trust & Agency Payment		2,763.01
614	05/07/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		2,850.00
615	05/07/2020	4340	LLCS GENERAL FUND	Trust & Agency Payment		46,402.28
616	05/07/2020	4375	EFTPS Enrollment Processing	Trust & Agency Payment		15,408.62
617	05/21/2020	3407	NYS INCOME TAX	Trust & Agency Payment		2,774.03
618	05/21/2020	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		2,850.00
619	05/21/2020	3413	NYS EMPLOYEES RETIREMENT SYSTEM	Trust & Agency Payment		431.50
620	05/21/2020	4340	LLCS GENERAL FUND	Trust & Agency Payment		46,493.36
621	05/21/2020	4375	EFTPS Enrollment Processing	Trust & Agency Payment		15,445.91
3087	05/07/2020	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		134.87
3088	05/07/2020	3591	NEW YORK STATE DEFERRED COMP PLAN	Trust & Agency Payment - T-NYSDEF		10.00
3089	05/21/2020	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		134.87
3090	05/21/2020	3408	C.S.E.A. EMPLOYEE BENEFIT FUND	Trust & Agency Payment - F-EBF		1,965.94
3091	05/21/2020	3591	NEW YORK STATE DEFERRED COMP PLAN	Trust & Agency Payment - T-NYSDEF		10.00

Number of Transactions: 14

Warrant Total: 137,674.39
Vendor Portion: 137,674.39

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 14 in number, in the total amount of \$ 137,674.39. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/22/20 Date Noelle J. Short Superintendent

Budget Transfer Schedule Report For A - 9: Budget Transfer

Ref Number	Account	Date	Budget Transfer Description	Account Description	Detail Description	Approval Status	Transfer Out	Transfer In
122		06/03/2020	TRANSFER FROM HEALTH INSURANCE FOR HEALTH INSURANCE BUYOUT			Not Required		
	A 1240.160-0000		Support Staff Salaries					2,000.00
	A 2110.170-0000		Payment in Lieu of Health Insurance					3,700.00
	A 9060.800-0000		Hospitalization				5,700.00	
Grand Totals:								
							5,700.00	5,700.00
Net Amount:								
							0.00	
Number of Budget Transfers: 1								
Account Distribution Totals								
Account	Description	Debits	Credits					
A 1240.160-0000	Support Staff Salaries	0.00	2,000.00					
A 2110.170-0000	Payment in Lieu of Health Insurance	0.00	3,700.00					
A 9060.800-0000	Hospitalization	5,700.00	0.00					
Fund A Totals:		5,700.00	5,700.00					
Grand Totals:		5,700.00	5,700.00					

NON-RESIDENT TUITION 2020-2021 SCHOOL YEAR

Non-Resident \$1,000/family for 1st child, \$300 each additional child

Non-Resident Employee - \$100 for 1st child, \$50 each additional child

PreK- 50% of above rates

**AGREEMENT
BY AND BETWEEN THE
LONG LAKE CENTRAL SCHOOL DISTRICT
AND
DR. RUSSELL RIDER**

THIS AGREEMENT made this 11 day of June 2020, by and between the BOARD OF EDUCATION OF THE LONG LAKE CENTRAL SCHOOL DISTRICT (hereinafter referred to as the "District") having its principal offices located at 20 School Lane, Long Lake, New York, and DR. RUSSELL RIDER, M.D. (hereinafter referred to as the "Doctor"), having an office located at the Long Lake Medical Center, 8561 Newcomb Road Long Lake, New York 12847.

WHEREAS, by a resolution passed by the Board of Education of the District (hereinafter referred to as the "Board") at its meeting of June 11, 2020 the Doctor was appointed as the "School Physician/Medical Director/Director of School Health Services" for the District and the Doctor has accepted the appointment as "School Physician/Medical Director/Director of School Health Services" for the District, subject to the following terms and conditions:

1. The term of this Agreement shall be for one year, commencing July 1, 2020 and ending June 30, 2021, unless further extended by the parties or sooner terminated as provided herein.

2. The duties and responsibilities of the Doctor shall be those duties and responsibilities prescribed for the position of School Physician/Medical Director/Director of School Health Services by the Education Law and other applicable statutes, laws, rules and/or regulations and those duties and/or responsibilities established by the Board pursuant to such statutes, laws rules and regulations including, but not limited to those included in Board Policy 1338, a copy of which is attached hereto and made a part hereof as Attachment "A". In addition, the Doctor shall "oversee" an LPN if employed by the District and he/she shall work under his supervision in his/her employment as the LPN.

3. During the term of this appointment the Doctor shall faithfully, diligently in accordance with accepted professional standards perform and discharge the duties and responsibilities of School Physician/Medical Director/Director of School Health Services of the District.

4. The Doctor represents that he will throughout the term of this appointment hold a valid license to practice medicine in the State of New York and proof of such license will be furnished to the District Clerk upon request. It is expressly understood that failure to hold and maintain such license shall be cause for the immediate termination of this Agreement and the appointment of the Doctor as School Physician/Medical Director/Director of School Health Services.

5. The Doctor agrees that any individual providing professional services pursuant to this Agreement shall be fully qualified and duly licensed and, where applicable, shall comply and be subject to the rules, regulations, and responsibilities attendant to their position. The Doctor shall not employ or engage any individual who is not appropriately licensed or whose right to practice has been revoked or restricted by the appropriate State licensing authority.

6. The Doctor shall maintain professional liability insurance (malpractice insurance) in the minimum amount of One Million (\$1,000,000.00) and no/100 Dollars for a single claim and Three Million (\$3,000,000.00) and no/100 Dollars per year aggregate for all professional staff employed by the Doctor who provide professional services to the District. This insurance will be maintained in full force and effect at all times.

7. During the 2020-2021 school year, the Doctor shall be paid the sum of Six Thousand Dollars (\$6,000), to be paid in two equal installments of three thousand dollars (\$3,000), once on or about December 31, 2020 and the second on or about June 30, 2021.

8. This Agreement may be terminated at any time by mutual agreement in writing between the District and the Doctor. In addition, this Agreement may be terminated in the complete discretion of either party upon sixty (60) days written notice by the Doctor or upon thirty (30) days written notice by the District.

9. The Doctor shall hold the District, its governing board, officers and employees harmless and does hereby indemnify the District, its governing board, officers and employees from and against every claim or demand which may be made by any person, firm or corporation, or other entity arising from or caused by any act of neglect, default or omission of the Doctor or its officers, agents and employees, in the performance of this Agreement, except to the extent that such claim or demand arises from or is caused by the negligence or willful misconduct of the

District, its agents or employees.

10. To the extent permitted by law, the District shall hold the Doctor, its officers, employees, agents, successors and assigns harmless and does hereby indemnify the Doctor, its officers, employees, agents, successors and assigns from and against every claim or demand which may be made by any act of neglect, default or omission of the District, its governing board, officers, employees or agents, except to the extent that such claim or demand arises from or is caused by the negligence or willful misconduct of the Doctor, her officers, agents or employees.

11. This Agreement constitutes the entire Agreement between the parties and contains all the agreements between them with respect to the subject matter hereof.

LONG LAKE CENTRAL
SCHOOL DISTRICT

By:

Board of Education President

THE DOCTOR



Dr. Russell Rider

SOCIAL SERVICE DOGS

The Long Lake Central Central School District supports the use of "social service dogs" by teachers or other qualified school personnel for the benefit of the School District's students subject to the terms and conditions of this policy. For the purposes of this policy, a social service dog is a dog that has been individually trained and certified to work with its owner to provide emotional support, well-being, comfort or companionship to students. For the purposes of this policy, social service dogs are not "service animals" as that term is used in the American with Disabilities Act or other law, and this policy is not intended to apply to the use of service animals at the School District's schools or workplace.

The requirements set forth below must be satisfied before a social service dog will be allowed onto the School District's property, and must also be complied with at all times the social service dog is on the School District's property.

Requests

Any teacher or other qualified school personnel who wishes to bring a social service dog onto School District property must submit a written request to do so to the School District's Superintendent of Schools. At a minimum, the request must set forth detailed information about the social service dog, the owner of the social service dog (the "Owner"), the reason why the request to bring the social service dog onto School District property is being made, the intended use of the social service dog, the times when the social service dog will be on School District property, the locations where the social service dog will be on School District property, and a plan for feeding and meeting the biological needs of the social service dog while on School District property. All requests will be reviewed by and subject to the approval of the Superintendent of Schools in the Superintendent's sole discretion. The Superintendent of Schools or his/her designee will notify the teacher or other qualified school personnel making the request in writing as to whether the social service dog will be permitted onto the School District's property and the scope and duration of that approval. A social service dog may not come onto School District property until written approval has been received from the Superintendent of Schools and all of the requirements of this policy have been met. In addition, approval will not be granted for a period beyond the end of the school year in which the request is made, and a new request will be required to be submitted each school year and for each social service dog that is requested to come onto School District property.

Characteristics of Social Service Dogs

All social service dogs must be friendly, patient, confident, at ease in all situations and gentle. Social service dogs must enjoy human contact and be content to be petted and

handled by unfamiliar people. All social service dogs must also (i) be clean, well-groomed, free from all parasites and not have an offensive odor; (ii) be thoroughly trained so as to not urinate or defecate in inappropriate locations; (iii) refrain from vocalizing unnecessarily; (iv) refrain from showing any aggression towards people or other animals; (v) not seek attention from students or School District personnel; (vi) not solicit, beg for or steal food or other items from students or School District personnel; (vii) not pose any threat to the health or safety of any person on the School District's property; and (viii) not interfere with the educational process of any student in any way.

Training and Certification

Before a social service dog is allowed onto School District property pursuant to this policy, the Owner must obtain and submit to the School District a valid and current American Kennel Club Canine Good Citizen or Therapy Dogs International certification for the social service dog. The certification must remain current at all times that the social service dog is present on the School District's property.

Health, Vaccination and Licensure

Before a social service dog is allowed onto School District property pursuant to this policy, the Owner must present written proof to the Superintendent of Schools from the dog's licensed veterinarian that is satisfactory to the Superintendent of Schools in his or her sole discretion that the dog is in good health and has been vaccinated and immunized in accordance with all applicable laws and good practices. The Owner must also submit proof of current licensure of the social service dog from the local governmental licensing authority.

Control, Supervision and Care

The Owner of any social service dog allowed onto the School District's property pursuant to this policy shall be solely responsible at all times for the supervision and care of the social service dog, including all feeding, exercising, and clean-up of the social service dog. The School District shall not be responsible for providing any supervision, care or assistance to a social service dog at any time or in any way. In addition, the dog must be under the control of the dog's Owner through the use of a leash or other tether at all times while on the School District's property unless the use of a leash or other tether would interfere with the dog's safe and effective performance of its work or tasks.

Identification

Any social service dog allowed onto the School District's property pursuant to this policy must wear appropriate identification at all times while on School District property,

including identification as a social service dog.

Disruption of School Activities

Any social service dog allowed onto the School District's property pursuant to this policy must not disrupt or interfere with the educational process of any School District's student in any way at any time.

Authorized Area(s)

The Owner shall only allow the social service dog to be in areas of the School District buildings or property that are expressly authorized and approved by the Superintendent of Schools or his/her designee.

Liability and Insurance

The Owner of a social service dog allowed onto the School District's property pursuant to this policy shall be solely responsible and liable for any personal injury or property damage caused by the social service dog. Prior to any social service dog being allowed onto the School District's property pursuant to this policy, the Owner must submit proof to the Superintendent of Schools that general liability insurance coverage in amounts and in a form acceptable to the Superintendent are in place to defend, indemnify and hold the School District and its personnel harmless from and against any claims or liability for personal injury or property damage caused by the social service dog. Such insurance coverages shall remain in place at all times while the social service dog is on the School District's property.

Exclusion or Removal from School

A social service dog may be removed and/or excluded from School District property at any time if the Superintendent of Schools, or the Superintendent's designee, determines at any time in his or her sole discretion that:

- the Owner does not have adequate control over the social service dog;
- the social service dog presents a threat to the health or safety of any individual at the School District;
- the social service dog has interfered with or may interfere with the educational process of any student or teacher at the School District in any way; or
- any of the provisions of this policy have been violated or not complied with.

In the event of such a determination, the Owner shall be required to immediately remove

the social service dog from the School District's property.

Adopted: _____, 2020

POLICY

2020

5876

1 of 14

Non-Instructional Business
Operations**SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA**

The District is committed to maintaining the privacy and security of student data and teacher and principal data and will follow all applicable laws and regulations for the handling and storage of this data in the District and when disclosing or releasing it to others, including, but not limited to, third-party contractors. The District adopts this policy to implement the requirements of Education Law Section 2-d and its implementing regulations, as well as to align the District's data privacy and security practices with the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1).

Definitions

As provided in Education Law Section 2-d and/or its implementing regulations, the following terms, as used in this policy, will mean:

- a) "Breach" means the unauthorized acquisition, access, use, or disclosure of student data and/or teacher or principal data by or to a person not authorized to acquire, access, use, or receive the student data and/or teacher or principal data.
- b) "Building principal" means a building principal subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- c) "Classroom teacher" means a teacher subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- d) "Commercial or marketing purpose" means the sale of student data; or its use or disclosure for purposes of receiving remuneration, whether directly or indirectly; the use of student data for advertising purposes, or to develop, improve, or market products or services to students.
- e) "Contract or other written agreement" means a binding agreement between an educational agency and a third-party, which includes, but is not limited to, an agreement created in electronic form and signed with an electronic or digital signature or a click-wrap agreement that is used with software licenses, downloaded, and/or online applications and transactions for educational technologies and other technologies in which a user must agree to terms and conditions prior to using the product or service.
- f) "Disclose" or "disclosure" means to permit access to, or the release, transfer, or other communication of personally identifiable information by any means, including oral, written, or electronic, whether intended or unintended.
- g) "Education records" means an education record as defined in the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.

(Continued)

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

- h) "Educational agency" means a school district, board of cooperative educational services (BOCES), school, or the New York State Education Department (NYSED).
- i) "Eligible student" means a student who is eighteen years or older.
- j) "Encryption" means methods of rendering personally identifiable information unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified or permitted by the Secretary of the United States Department of Health and Human Services in guidance issued under 42 USC Section 17932(h)(2).
- k) "FERPA" means the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- l) "NIST Cybersecurity Framework" means the U.S. Department of Commerce National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1). A copy of the NIST Cybersecurity Framework is available at the Office of Counsel, State Education Department, State Education Building, Room 148, 89 Washington Avenue, Albany, New York 12234.
- m) "Parent" means a parent, legal guardian, or person in parental relation to a student.
- n) "Personally identifiable information (PII)," as applied to student data, means personally identifiable information as defined in 34 CFR Section 99.3 implementing the Family Educational Rights and Privacy Act, 20 USC Section 1232g, and, as applied to teacher or principal data, means personally identifying information as this term is defined in Education Law Section 3012-c(10).
- o) "Release" has the same meaning as disclosure or disclose.
- p) "Student" means any person attending or seeking to enroll in an educational agency.
- q) "Student data" means personally identifiable information from the student records of an educational agency.
- r) "Teacher or principal data" means personally identifiable information from the records of an educational agency relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of Education Law Sections 3012-c and 3012-d.
- s) "Third-party contractor" means any person or entity, other than an educational agency, that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for purposes of providing services to the educational

(Continued)

POLICY

2020

2020

3 of 14

Non-Instructional Business
Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

agency, including but not limited to data management or storage services, conducting studies for or on behalf of the educational agency, or audit or evaluation of publicly funded programs. This term will include an educational partnership organization that receives student and/or teacher or principal data from a school district to carry out its responsibilities pursuant to Education Law Section 211-e and is not an educational agency, and a not-for-profit corporation or other nonprofit organization, other than an educational agency.

- t) "Unauthorized disclosure" or "unauthorized release" means any disclosure or release not permitted by federal or state statute or regulation, any lawful contract or written agreement, or that does not respond to a lawful order of a court or tribunal or other lawful order.

Data Collection Transparency and Restrictions

As part of its commitment to maintaining the privacy and security of student data and teacher and principal data, the District will take steps to minimize its collection, processing, and transmission of PII. Additionally, the District will:

- a) Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.
- b) Ensure that it has provisions in its contracts with third-party contractors or in separate data sharing and confidentiality agreements that require the confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

Except as required by law or in the case of educational enrollment data, the District will not report to NYSED the following student data elements:

- a) Juvenile delinquency records;
- b) Criminal records;
- c) Medical and health records; and
- d) Student biometric information.

Nothing in Education Law Section 2-d or this policy should be construed as limiting the administrative use of student data or teacher or principal data by a person acting exclusively in the person's capacity as an employee of the District.

(Continued)

POLICY

2096

5/6/76

April 14

Non-Instructional Business
Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Chief Privacy Officer

The Commissioner of Education has appointed a Chief Privacy Officer who will report to the Commissioner on matters affecting privacy and the security of student data and teacher and principal data. Among other functions, the Chief Privacy Officer is authorized to provide assistance to educational agencies within the state on minimum standards and best practices associated with privacy and the security of student data and teacher and principal data.

The District will comply with its obligation to report breaches or unauthorized releases of student data or teacher or principal data to the Chief Privacy Officer in accordance with Education Law Section 2-d, its implementing regulations, and this policy.

The Chief Privacy Officer has the power, among others, to:

- a) Access all records, reports, audits, reviews, documents, papers, recommendations, and other materials maintained by the District that relate to student data or teacher or principal data, which includes, but is not limited to, records related to any technology product or service that will be utilized to store and/or process PII; and
- b) Based upon a review of these records, require the District to act to ensure that PII is protected in accordance with laws and regulations, including but not limited to requiring the District to perform a privacy impact and security risk assessment.

Data Protection Officer

The District has designated a District employee to serve as the District's Data Protection Officer.

~~The Data Protection Officer for the District is:~~

The Data Protection Officer is responsible for the implementation and oversight of this policy and any related procedures including those required by Education Law Section 2-d and its implementing regulations, as well as serving as the main point of contact for data privacy and security for the District.

The District will ensure that the Data Protection Officer has the appropriate knowledge, training, and experience to administer these functions. The Data Protection Officer may perform these functions in addition to other job responsibilities. Additionally, some aspects of this role may be outsourced to a provider such as a BOCES, to the extent available.

**Customize to District*

(Continued)

POLICY

2020

5676

3 of 14

Non-Instructional Business
Operations

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

District Data Privacy and Security Standards

The District will use the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1) (Framework) as the standard for its data privacy and security program. The Framework is a risk-based approach to managing cybersecurity risk and is composed of three parts: the Framework Core, the Framework Implementation Tiers, and the Framework Profiles. The Framework provides a common taxonomy and mechanism for organizations to:

- a) Describe their current cybersecurity posture;
- b) Describe their target state for cybersecurity;
- c) Identify and prioritize opportunities for improvement within the context of a continuous and repeatable process;
- d) Assess progress toward the target state; and
- e) Communicate among internal and external stakeholders about cybersecurity risk.

The District will protect the privacy of PII by:

- a) Ensuring that every use and disclosure of PII by the District benefits students and the District by considering, among other criteria, whether the use and/or disclosure will:
 - 1. Improve academic achievement;
 - 2. Empower parents and students with information; and/or
 - 3. Advance efficient and effective school operations.
- b) Not including PII in public reports or other public documents.

The District affords all protections under FERPA and the Individuals with Disabilities Education Act and their implementing regulations to parents or eligible students, where applicable.

(Continued)

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Third-Party Contractors

District Responsibilities

The District will ensure that whenever it enters into a contract or other written agreement with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District, the contract or written agreement will include provisions requiring that confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

In addition, the District will ensure that the contract or written agreement includes the third-party contractor's data privacy and security plan that has been accepted by the District.

The third-party contractor's data privacy and security plan must, at a minimum:

- a) Outline how the third-party contractor will implement all state, federal, and local data privacy and security contract requirements over the life of the contract, consistent with District policy;
- b) Specify the administrative, operational, and technical safeguards and practices the third-party contractor has in place to protect PII that it will receive under the contract;
- c) Demonstrate that the third-party contractor complies with the requirements of 8 NYCRR Section 121.3(c);
- d) Specify how officers or employees of the third-party contractor and its assignees who have access to student data or teacher or principal data receive or will receive training on the laws governing confidentiality of this data prior to receiving access;
- e) Specify if the third-party contractor will utilize subcontractors and how it will manage those relationships and contracts to ensure PII is protected;
- f) Specify how the third-party contractor will manage data privacy and security incidents that implicate PII including specifying any plans to identify breaches and unauthorized disclosures, and to promptly notify the District;
- g) Describe whether, how, and when data will be returned to the District, transitioned to a successor contractor, at the District's option and direction, deleted or destroyed by the third-party contractor when the contract is terminated or expires; and
- h) Include a signed copy of the Parents' Bill of Rights for Data Privacy and Security.

(Continued)

SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Third-Party Contractor Responsibilities

Each third-party contractor, that enters into a contract or other written agreement with the District under which the third-party contractor will receive student data or teacher or principal data from the District, is required to:

- a) Adopt technologies, safeguards, and practices that align with the NIST Cybersecurity Framework;
- b) Comply with District policy and Education Law Section 2-d and its implementing regulations;
- c) Limit internal access to PII to only those employees or subcontractors that have legitimate educational interests (i.e., they need access to provide the contracted services);
- d) Not use the PII for any purpose not explicitly authorized in its contract;
- e) Not disclose any PII to any other party without the prior written consent of the parent or eligible student:
 - 1. Except for authorized representatives of the third-party contractor such as a subcontractor or assignee to the extent they are carrying out the contract and in compliance with law, regulation, and its contract with the District; or
 - 2. Unless required by law or court order and the third-party contractor provides a notice of the disclosure to NYSED, the Board, or the institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by law or court order;
- f) Maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of PII in its custody;
- g) Use encryption to protect PII in its custody while in motion or at rest; and
- h) Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.

Where a third-party contractor engages a subcontractor to perform its contractual obligations, the data protection obligations imposed on the third-party contractor by law and contract apply to the subcontractor.

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SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Cooperative Educational Services through a BOCES

The District may not be required to enter into a separate contract or data sharing and confidentiality agreement with a third-party contractor that will receive student data or teacher or principal data from the District under all circumstances.

For example, the District may not need its own contract or agreement where:

- a) It has entered into a cooperative educational service agreement (CoSer) with a BOCES that includes use of a third-party contractor's product or service; and
- b) That BOCES has entered into a contract or data sharing and confidentiality agreement with the third-party contractor, pursuant to Education Law Section 2-d and its implementing regulations, that is applicable to the District's use of the product or service under that CoSer.

To meet its obligations whenever student data or teacher or principal data from the District is received by a third-party contractor pursuant to a CoSer, the District will consult with the BOCES to, among other things:

- a) Ensure there is a contract or data sharing and confidentiality agreement pursuant to Education Law Section 2-d and its implementing regulations in place that would specifically govern the District's use of a third-party contractor's product or service under a particular CoSer;
- b) Determine procedures for including supplemental information about any applicable contracts or data sharing and confidentiality agreements that a BOCES has entered into with a third-party contractor in its Parents' Bill of Rights for Data Privacy and Security;
- c) Ensure appropriate notification is provided to affected parents, eligible students, teachers, and/or principals about any breach or unauthorized release of PII that a third-party contractor has received from the District pursuant to a BOCES contract; and
- d) Coordinate reporting to the Chief Privacy Officer to avoid duplication in the event the District receives information directly from a third-party contractor about a breach or unauthorized release of PII that the third-party contractor received from the District pursuant to a BOCES contract.

Click-Wrap Agreements

Periodically, District staff may wish to use software, applications, or other technologies in which the user must "click" a button or box to agree to certain online terms of service prior to using the software, application, or other technology. These are known as "click-wrap agreements" and are considered legally binding "contracts or other written agreements" under Education Law Section 2-d and its implementing regulations.

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SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

District staff are prohibited from using software, applications, or other technologies pursuant to a click-wrap agreement in which the third-party contractor receives student data or teacher or principal data from the District unless they have received prior approval from the District's Data Privacy Officer or designee.

The District will develop and implement procedures requiring prior review and approval for staff use of any software, applications, or other technologies pursuant to click-wrap agreements.

Parents' Bill of Rights for Data Privacy and Security

The District will publish its Parents' Bill of Rights for Data Privacy and Security (Bill of Rights) on its website. Additionally, the District will include the Bill of Rights with every contract or other written agreement it enters into with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District.

The District's Bill of Rights will state in clear and plain English terms that:

- a) A student's PII cannot be sold or released for any commercial purposes;
- b) Parents have the right to inspect and review the complete contents of their child's education record;
- c) State and federal laws protect the confidentiality of PII, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred;
- d) A complete list of all student data elements collected by the state is available for public review at the following website <http://www.nysed.gov/student-data-privacy/student-data-inventory> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234; and
- e) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure>.

The Bill of Rights will also include supplemental information for each contract the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District. The supplemental information must be developed by the District and include the following information:

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SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

- a) The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- b) How the third-party contractor will ensure that the subcontractors, or other authorized persons or entities to whom the third-party contractor will disclose the student data or teacher or principal data, if any, will abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law Section 2-d);
- c) The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other written agreement (e.g., whether, when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- d) If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected;
- e) Where the student data or teacher or principal data will be stored, described in a manner as to protect data security, and the security protections taken to ensure the data will be protected and data privacy and security risks mitigated; and
- f) Address how the data will be protected using encryption while in motion and at rest.

The District will publish on its website the supplement to the Bill of Rights (i.e., the supplemental information described above) for any contract or other written agreement it has entered into with a third-party contractor that will receive PII from the District. The Bill of Rights and supplemental information may be redacted to the extent necessary to safeguard the privacy and/or security of the District's data and/or technology infrastructure.

Right of Parents and Eligible Students to Inspect and Review Students' Education Records

Consistent with the obligations of the District under FERPA, parents and eligible students have the right to inspect and review a student's education record by making a request directly to the District in a manner prescribed by the District.

The District will ensure that only authorized individuals are able to inspect and review student data. To that end, the District will take steps to verify the identity of parents or eligible students who submit requests to inspect and review an education record and verify the individual's authority to do so.

Requests by a parent or eligible student for access to a student's education records must be directed to the District and not to a third-party contractor. The District may require that requests to inspect and review education records be made in writing.

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SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

The District will notify parents annually of their right to request to inspect and review their child's education record including any student data stored or maintained by the District through its annual FERPA notice. A notice separate from the District's annual FERPA notice is not required.

The District will comply with a request for access to records within a reasonable period, but not more than 45 calendar days after receipt of a request.

The District may provide the records to a parent or eligible student electronically, if the parent consents. The District must transmit the PII in a way that complies with laws and regulations. Safeguards associated with industry standards and best practices, including but not limited to encryption and password protection, must be in place when education records requested by a parent or eligible student are electronically transmitted.

Complaints of Breach or Unauthorized Release of Student Data and/or Teacher or Principal Data

The District will inform parents, through its Parents' Bill of Rights for Data Privacy and Security, that they have the right to submit complaints about possible breaches of student data to the Chief Privacy Officer at NYSED. In addition, the District has established the following procedures for parents, eligible students, teachers, principals, and other District staff to file complaints with the District about breaches or unauthorized releases of student data and/or teacher or principal data:

- a) All complaints ~~must~~ be submitted to the ~~District's Data Protection Officer~~ in writing.
- b) Upon receipt of a complaint, the District will promptly acknowledge receipt of the complaint, commence an investigation, and take the necessary precautions to protect PII.
- c) Following the investigation of a submitted complaint, the District will provide the individual who filed the complaint with its findings. This will be completed within a reasonable period of time, but no more than 60 calendar days from the receipt of the complaint by the District.
- d) If the District requires additional time, or where the response may compromise security or impede a law enforcement investigation, the District will provide the individual who filed the complaint with a written explanation that includes the approximate date when the District anticipates that it will respond to the complaint.

These procedures will be disseminated to parents, eligible students, teachers, principals, and other District staff.

The District will maintain a record of all complaints of breaches or unauthorized releases of student data and their disposition in accordance with applicable data retention policies, including the Records Retention and Disposition Schedule ED-1 (1988; rev. 2004).

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SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

Reporting a Breach or Unauthorized Release

The District will report every discovery or report of a breach or unauthorized release of student data or teacher or principal data within the District to the Chief Privacy Officer without unreasonable delay, but no more than ten calendar days after the discovery.

Each third-party contractor that receives student data or teacher or principal data pursuant to a contract or other written agreement entered into with the District will be required to promptly notify the District of any breach of security resulting in an unauthorized release of the data by the third-party contractor or its assignees in violation of applicable laws and regulations, the Parents' Bill of Rights for Student Data Privacy and Security, District policy, and/or binding contractual obligations relating to data privacy and security, in the most expedient way possible and without unreasonable delay, but no more than seven calendar days after the discovery of the breach.

In the event of notification from a third-party contractor, the District will in turn notify the Chief Privacy Officer of the breach or unauthorized release of student data or teacher or principal data no more than ten calendar days after it receives the third-party contractor's notification using a form or format prescribed by NYSED.

Investigation of Reports of Breach or Unauthorized Release by the Chief Privacy Officer

The Chief Privacy Officer is required to investigate reports of breaches or unauthorized releases of student data or teacher or principal data by third-party contractors. As part of an investigation, the Chief Privacy Officer may require that the parties submit documentation, provide testimony, and may visit, examine, and/or inspect the third-party contractor's facilities and records.

Upon the belief that a breach or unauthorized release constitutes criminal conduct, the Chief Privacy Officer is required to report the breach and unauthorized release to law enforcement in the most expedient way possible and without unreasonable delay.

Third-party contractors are required to cooperate with the District and law enforcement to protect the integrity of investigations into the breach or unauthorized release of PII.

Upon conclusion of an investigation, if the Chief Privacy Officer determines that a third-party contractor has through its actions or omissions caused student data or teacher or principal data to be breached or released to any person or entity not authorized by law to receive this data in violation of applicable laws and regulations, District policy, and/or any binding contractual obligations, the Chief Privacy Officer is required to notify the third-party contractor of the finding and give the third-party contractor no more than 30 days to submit a written response.

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SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

If after reviewing the third-party contractor's written response, the Chief Privacy Officer determines the incident to be a violation of Education Law Section 2-d, the Chief Privacy Officer will be authorized to:

- a) Order the third-party contractor be precluded from accessing PII from the affected educational agency for a fixed period of up to five years;
- b) Order that a third-party contractor or assignee who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data be precluded from accessing student data or teacher or principal data from any educational agency in the state for a fixed period of up to five years;
- c) Order that a third-party contractor who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data will not be deemed a responsible bidder or offeror on any contract with an educational agency that involves the sharing of student data or teacher or principal data, as applicable for purposes of General Municipal Law Section 103 or State Finance Law Section 163(10)(c), as applicable, for a fixed period of up to five years; and/or
- d) Require the third-party contractor to provide additional training governing confidentiality of student data and/or teacher or principal data to all its officers and employees with reasonable access to this data and certify that the training has been performed at the contractor's expense. This additional training is required to be performed immediately and include a review of laws, rules, and regulations, including Education Law Section 2-d and its implementing regulations.

If the Chief Privacy Officer determines that the breach or unauthorized release of student data or teacher or principal data on the part of the third-party contractor or assignee was inadvertent and done without intent, knowledge, recklessness, or gross negligence, the Chief Privacy Officer may make a recommendation to the Commissioner that no penalty be issued to the third-party contractor.

The Commissioner would then make a final determination as to whether the breach or unauthorized release was inadvertent and done without intent, knowledge, recklessness or gross negligence and whether or not a penalty should be issued.

Notification of a Breach or Unauthorized Release

The District will notify affected parents, eligible students, teachers, and/or principals in the most expedient way possible and without unreasonable delay, but no more than 60 calendar days after the discovery of a breach or unauthorized release of PII by the District or the receipt of a notification of a breach or unauthorized release of PII from a third-party contractor unless that notification would

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SUBJECT: PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA (Cont'd.)

interfere with an ongoing investigation by law enforcement or cause further disclosure of PII by disclosing an unfixed security vulnerability. Where notification is delayed under these circumstances, the District will notify parents, eligible students, teachers, and/or principals within seven calendar days after the security vulnerability has been remedied or the risk of interference with the law enforcement investigation ends.

Notifications will be clear, concise, use language that is plain and easy to understand, and to the extent available, include:

- a) A brief description of the breach or unauthorized release, the dates of the incident and the date of discovery, if known;
- b) A description of the types of PII affected;
- c) An estimate of the number of records affected;
- d) A brief description of the District's investigation or plan to investigate; and
- e) Contact information for representatives who can assist parents or eligible students that have additional questions.

Notification will be directly provided to the affected parent, eligible student, teacher, or principal by first-class mail to their last known address, by email, or by telephone.

Where a breach or unauthorized release is attributed to a third-party contractor, the third-party contractor is required to pay for or promptly reimburse the District for the full cost of this notification.

Annual Data Privacy and Security Training

The District will annually provide data privacy and security awareness training to its officers and staff with access to PII. This training will include, but not be limited to, training on the applicable laws and regulations that protect PII and how staff can comply with these laws and regulations. The District may deliver this training using online training tools. Additionally, this training may be included as part of the training that the District already offers to its workforce.

Notification of Policy

The District will publish this policy on its website and provide notice of the policy to all its officers and staff.

Education Law § 2-d
8 NYCRR Part 121

Adoption Date

Students

SUBJECT: STUDENT PHYSICALS**Health Examination and Certificate****Health Examination**

Each student enrolled in a District school must have a satisfactory health examination conducted by a duly licensed physician, physician assistant, or nurse practitioner within 12 months prior to the commencement of the school year of the student's entrance into:

- a) A District school at any grade level;
- b) Pre-kindergarten or kindergarten; and
- c) In grades 1, 3, 5, 7, 9 and 11.

The District may also require an examination and health history of a student when it is determined by the District that it would promote the educational interests of the student.

The District will also provide health examinations before participation in strenuous physical activity and periodically throughout the season as necessary, as well as for the issuance of employment certificates, vacation work permits, newspaper carrier certificates, and street trades badges.

Health Certificate

Each student must submit a health certificate attesting to the health examination within 30 calendar days after his or her entrance into:

- a) A District school at any grade level;
- b) Pre-Kindergarten or kindergarten; and
- c) In grades 1, 3, 5, 7, 9 and 11.

The building principal or designee will send a notice to the parent of, or person in parental relation to, any student who does not present a health certificate, that if the required health certificate is not furnished within 30 calendar days from the date of the notice, an examination by health appraisal will be made of the student by the Director of School Health Services.

The health certificate will be filed in the student's cumulative record. The health certificate must:

- a) Be on a form prescribed by the Commissioner;

(Continued)

Students

SUBJECT: STUDENT PHYSICALS (Cont'd.)

- b) Describe the condition of the student when the examination was given, provided that such examination was not given more than 12 months prior to the commencement of the school year in which the examination is required;
- c) State the results of any test conducted on the student for sickle cell anemia;
- d) State whether the student is in a fit condition of health to permit his or her attendance at a District school and, where applicable, whether the student has impaired sight or hearing, has received a scoliosis screening, or has any other physical disability which may tend to prevent the student from receiving the full benefit of school work or from receiving the best educational results, or which may require a modification of such work to prevent injury to the student;
- e) State the student's body mass index (BMI) and weight status category; and
- f) Be signed by a duly licensed physician, physician assistant, or nurse practitioner, who is:
 - 1. Authorized by law to practice in New York State consistent with any applicable written practice agreement; or
 - 2. Authorized to practice in the jurisdiction in which the examination was given, provided that the Commissioner has determined that the jurisdiction has standards of licensure and practice comparable to those of New York State.

A licensed health professional with appropriate training may conduct a scoliosis screening.

Dental Health Certificate

The District will request a dental health certificate from each student at the same time that health certificates are required.

The District may also request an assessment and dental health history of a student when it is determined by the District that it would promote the educational interests of the student.

A notice of request for a dental health certificate will be distributed at the same time that the parent or person in parental relation is notified of health examination requirements. The notice of request for a dental health certificate will list dental practices, dentists, and registered dental hygienists to which students may be referred for dental services on a free or reduced cost basis upon request of the student's school.

(Continued)

Students

SUBJECT: STUDENT PHYSICALS (Cont'd.)

The dental health certificate will be filed in the student's cumulative record. The dental health certificate must:

- a) Describe the dental health condition of the student when the assessment was given, provided that the assessment was not given more than 12 months prior to the commencement of the school year in which the assessment is requested; and
- b) State whether the student is in fit condition of dental health to permit his or her attendance at a District school; and
- c) Be signed by a duly licensed dentist, or a registered dental hygienist, who is:
 - 1. Authorized by law to practice in New York State, and consistent with any applicable written practice agreement; or
 - 2. Authorized to practice in the jurisdiction in which the assessment was performed, provided that the Commissioner has determined that the jurisdiction has standards of licensure and practice comparable to New York State.

Examination by Health Appraisal

The Director of School Health Services will cause students who are required to, but have not submitted, the required health certificate and students with disabilities to be separately and carefully examined and tested to ascertain whether any student has impaired sight or hearing, or any other physical disability which may tend to prevent the student from receiving the full benefit of school work or from receiving the best educational results, or which may require a modification of work to prevent injury to the student.

Each examination will include a calculation of the student's BMI and weight status category. Further, the physician, physician assistant, or nurse practitioner administering the examination will determine whether a one-time test for sickle cell anemia is necessary or desirable and, if so determined, will conduct the test and include the results in the health certificate.

Unless otherwise prohibited by law, if it is ascertained that a student has impaired sight or hearing, or a physical disability or other condition, including sickle cell anemia, the building principal or designee will notify, in writing, the student's parent or person in parental relation as to the existence of the disability. If the parent or person in parental relation is unable or unwilling to provide the necessary relief and treatment for the student, it will be reported by the building principal or designee to the Director of School Health Services, who then has the duty to provide relief for the student.

(Continued)

Students

SUBJECT: STUDENT PHYSICALS (Cont'd.)**District Reporting of BMI and Weight Status Category**

Each school year, the New York State Department of Health randomly selects a certain number of districts across New York State to report, in the aggregate, students' BMI and weight status categories. Selected districts must report BMI results on-line using the Department of Health's Health Provider Network secure website. A student's parent or person in parental relation may refuse to have the student's BMI and weight status category included in such survey.

Health Screenings

The District will provide a:

- a) Scoliosis screening, if not documented on the student's health certificate, at least once each school year for male students in grade 9, and for female students in grades 5 and 7. The positive results of any scoliosis screening examination will be provided in writing to the student's parent or person in parental relation within 90 calendar days after the finding;
- b) Vision screening, if not documented on the student's health certificate, to all students within six months of admission to a District school. The vision screening will test the student's color perception, distance acuity, and near vision. In addition, all students will be screened for distance acuity and near vision in grades pre-kindergarten or kindergarten, 1, 3, 5, 7, and 11, as well as at any other time deemed necessary. The results of any vision screening requiring a follow-up examination will be provided in writing to the student's parent or person in parental relation and to any teacher of the student while the student is enrolled in the District school; and
- c) Hearing screening, if not documented on the student's health certificate, to all students within six months of admission to a District school. In addition, all students will receive a hearing screening in grades pre-kindergarten or kindergarten, 1, 3, 5, 7, and 11, as well as at any other time deemed necessary. Each hearing screening will include, but not be limited to, pure tone screening. The results of any hearing tests requiring a follow-up examination will be provided in writing to the student's parent or person in parental relation and to any teacher of the student while the student is enrolled in the District school.
- d) Vital sign screening, if not documented on the student's health certificate, for all students within six months of admission to a District school. In addition, all students will be screened for blood pressure, pulse, and respiration in grades pre-kindergarten or kindergarten, 1, 3, 5, 7, 9 and 11, as well as any other time deemed necessary.

(Continued)

Students

SUBJECT: STUDENT PHYSICALS (Cont'd.)

- e) Body Mass Index (BMI) and Weight Status Category, if not documented on the student's health certificate, for all students within six months of admission to a District school. In addition, all students will have their BMI and Weight Status Category calculated in grades pre-kindergarten or kindergarten, 1, 3, 5, 7, 9 and 11, as well as at any other time deemed necessary. The results of a student's height and weight will be used to calculate BMI and Weight Status Category.

The results of all health screenings will be recorded in the student's cumulative health record which will be maintained by the school for at least as long as the minimum retention period for such records.

Student Health Records

The health records of individual students will be kept confidential in accordance with the federal Family Educational Rights and Privacy Act (FERPA) and any other applicable federal and state laws.

Accommodation for Religious Beliefs

No health examinations, health history, examinations for health appraisal, screening examinations for sickle cell anemia and/or other health screenings will be required where a student or the parent or person in parental relation to that student objects on the grounds that the examinations, health history, and/or screenings conflict with their genuine and sincere religious beliefs. A written and signed statement from the student or the student's parent or person in parental relation that the person holds these beliefs must be submitted to the building principal or designee, in which case he or she may require supporting documents.

Students in Temporary Housing

For students in temporary housing (i.e., homeless children and youth), the enrolling school must immediately refer the parent or guardian of the student to the District's McKinney-Vento liaison, who will assist them in obtaining the necessary medical records.

Students

NOTE: Refer also to Policies #5690 -- Exposure Control Program
#5691 -- Communicable Diseases
#5692 -- Human Immunodeficiency Virus (HIV) Related Illnesses
#7121 -- Diagnostic Screening of Students
#7131 -- Education of Homeless Children and Youth
#7250 -- Student Privacy, Parental Access to Information, and
Administration of Certain Physical Examinations to Minors
#7420 -- Sports and the Athletic Program
#7510 -- School Health Services
#7511 -- Immunization of Students
#7522 -- Concussion Management

Adoption Date

SUBJECT: CHILD ABUSE AND MALTREATMENT**Child Abuse in a Domestic Setting**

The District takes seriously the obligations of its officers and employees to report cases of child abuse or maltreatment. To this end, regulations will be developed, maintained, and disseminated by administration regarding the:

- a) Mandatory reporting of suspected child abuse or maltreatment;
- b) Reporting procedures and obligations of persons required to report;
- c) Provisions for taking a child into protective custody;
- d) Mandatory reporting of deaths;
- e) Immunity from liability and penalties for failure to report;
- f) Obligations for provision of services and procedures necessary to safeguard the life or health of a child; and
- g) Provision of information in recognizing signs of unlawful methamphetamine laboratories for all current and new school officials (i.e., "mandated reporters") who, as part of their usual responsibilities, visit children's homes.

Additionally, an ongoing training program for all current and new school officials will be established and implemented to enable the staff to carry out their reporting responsibilities.

Reporting Information

The District will post the child abuse hotline telephone number and directions for accessing the Office of Children and Family Services (OCFS) website in English and Spanish on its website and in clearly and highly visible areas of school buildings. The District will also make this information available from its administrative offices; provide it to parents and persons in parental relation at least once per school year by electronic communication, sending the information home with students, or otherwise; and provide it to each teacher and administrator. The District may post and provide this information in other, common languages used by the school community.

Persons Required to Report

Persons required to report cases of child abuse or maltreatment to the State Central Register (SCR) in accordance with Social Services Law Section 413(1) include, but are not limited to, school teachers, school—guidance counselors, school psychologists, school social workers, school nurses, school administrators or

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

other school personnel required to hold a teaching or administrative license or certificate, and full- or part-time compensated school employees required to hold a temporary coaching license or professional coaching certificate.

All mandated reporters must make the report themselves and then immediately notify the building principal or designee. The building principal or designee will be responsible for all subsequent administration necessitated by the report. Any report must include the name, title, and contact information for every staff member who is believed to have direct knowledge of the allegations in the report.

Prohibition of Retaliatory Personnel Action

The District will not take any retaliatory personnel action against an employee because the employee believes that he or she has reasonable cause to suspect that a child is an abused or maltreated child and that employee makes a report to SCR. Further, no school official will impose any conditions, including prior approval or prior notification, upon any staff member specifically designated a mandated reporter.

"Retaliatory personnel action" means the discharge, suspension, or demotion of an employee, or other adverse employment action taken against an employee in the terms and conditions of employment.

Report Form

The "Report of Suspected Child Abuse or Maltreatment" Form LDSS-2221A may be accessed at the OCFS website.

Child Abuse in an Educational Setting

The District is committed to the protection of students in educational settings from abuse and maltreatment by employees or volunteers.

Definitions

"Administrator" or "school administrator" means a principal, or the equivalent title, in a school, or other chief school officer.

"Child abuse" means any of the following acts committed in an educational setting by an employee or volunteer against a child (defined as a person under the age of 21 years enrolled in a school):

- a) Intentionally or recklessly inflicting physical injury, serious physical injury, or death; or

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

- b) Intentionally or recklessly engaging in conduct which creates a substantial risk of physical injury, serious physical injury, or death; or
- c) Any child sexual abuse, defined as conduct prohibited by Penal Law Articles 130 or 263; or
- d) The commission or attempted commission against a child of the crime of disseminating indecent materials to minors in accordance with Penal Law Article 235.

~~Administrator or school administrator means a principal, or the equivalent title, in a school, or other chief school officer.~~

"Educational setting" means the building(s) and grounds of the ~~Distrieta~~ school; the vehicles provided directly or by contract by the ~~Distrietschool~~ for the transportation of students to and from school buildings, field trips, co-curricular and extracurricular activities both on and off ~~Distrietschool~~ grounds; all co-curricular and extracurricular activity sites; and any other location where direct contact between an employee or volunteer and a child has allegedly occurred.

"School" means a school district, public school, charter school, nonpublic school, Board of Cooperative Educational Services (BOCES), special act school district as defined in Education Law Section 4001, approved preschool special education program pursuant to Education Law Section 4410, approved private residential or non-residential school for the education of students with disabilities including certain private schools, or state-operated or state-supported school in accordance with Education Law Articles 85, 87, or 88.

Duties Upon Receipt of an Allegation of Child Abuse in an Educational Setting

In any case where an oral or written allegation is made to a teacher, school nurse, school counselor, school psychologist, school social worker, school administrator, Board member, or other school personnel required to hold a teaching or administrative license or certificate, as well as a licensed and registered physical therapist, licensed and registered occupational therapist, licensed and registered speech-language pathologist, teacher aide, or school resource officer that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that person will upon receipt of the allegation:

- a) Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This written report ~~will~~ must be completed on a form prescribed by the Commissioner of Education.
- b) Except where the school administrator is the person receiving the oral or written allegation, the employee completing the written report must promptly personally deliver a copy of that written report to the school administrator of the school in which the child abuse allegedly occurred.

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

In any case where an oral or written allegation is made to a school bus driver employed by a school or a person or entity that contracts with the District school to provide transportation services to children that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that school bus driver will upon receipt of the allegation, promptly report or cause a report to be made to his or her supervisor employed by the school or the contracting person or entity.

In any case where an oral or written report or allegation is made to a supervisor who is employed by a school or a person or entity that contracts with the District school to provide transportation services to children from a person employed by the school or the contracted person or entity that a child has been subjected to child abuse by an employee or volunteer in an educational setting, the supervisor must, upon receipt of an allegation:

- a) Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent or guardian; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This written report must be completed on a form prescribed by the Commissioner.
- b) Ensure that the written report is personally delivered to the Superintendent employed by the school district where the child abuse occurred or, for a school other than a school district or public school, the school administrator employed by the school where the child abuse occurred.

In any case where it is alleged a child was abused by an employee or volunteer of a school other than a school within the District school district of the child's attendance, the report of these allegations will be promptly forwarded to the Superintendent of the District school district of the child's attendance and the Superintendent of the school district where the abuse of the child allegedly occurred. If a case involves a school that is not a school district or public school, the appropriate school administrator or administrators, in addition to any appropriate Superintendent, must be notified of the allegations of abuse.

If it is alleged the child was abused by the Superintendent or administrator, the report of the allegations will be made to another designated administrator.

~~Any employee, volunteer, or supervisor who is employed by a person or entity that contracts with the District to provide transportation services to children who reasonably and in good faith makes a report of allegations of child abuse in an educational setting in accordance with the reporting requirements of the law will have immunity from civil liability which might otherwise result by reason of these actions.~~

Upon receipt of a written report alleging child abuse in an educational setting, a school administrator or the Superintendent must then determine whether there is reasonable suspicion to believe that an act of child abuse has occurred. ~~Where there has been a determination as to the existence of~~ If it is determined that reasonable suspicion exists, the school administrator or Superintendent must follow

the procedures mandated in law and further described in administrative regulations including parental notification. When the school administrator receives a

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

written report, he or she must promptly provide a copy of the report to the Superintendent. ~~and The~~ report must be promptly forwarded ~~the report~~ to appropriate law enforcement. In no event will reporting to law enforcement be delayed by an inability to contact the Superintendent.

Where the Superintendent or, in a school other than a school district or public school, the school administrator has forwarded a written report of child abuse in an educational setting to law enforcement authorities, ~~the Superintendent~~ he or she will also refer the report to the Commissioner if the employee or volunteer alleged to have committed an act of child abuse holds a certification or license issued by ~~the State Education Department~~ NYSED.

Civil Immunity

Any employee, volunteer, or supervisor who is employed by a person or entity that contracts with ~~the District~~ a school to provide transportation services to children who reasonably and in good faith makes a report of allegations of child abuse in an educational setting in accordance with the reporting requirements of the law will have immunity from civil liability which might otherwise result by reason of those actions.

Any school administrator or Superintendent who reasonably and in good faith makes a report of allegations of child abuse in an educational setting, or reasonably and in good faith transmits a report to a person or agency as required by law, will have immunity from civil liability which might otherwise result by reason of those actions.

Confidentiality

Reports and other written material submitted in accordance with law with regard to allegations of child abuse in an educational setting, and photographs taken concerning those reports that are in the possession of any person legally authorized to receive that information, will be confidential and will not be redisclosed except to law enforcement authorities involved in an investigation of child abuse in an educational setting or as expressly authorized by law or in accordance with a court-ordered subpoena. School administrators and the Superintendent will exercise reasonable care in preventing unauthorized disclosure.

~~Additionally, teachers and all other school officials will be provided an annual written explanation concerning the reporting of child abuse in an educational setting, including the immunity provisions as set forth in law. The Commissioner will furnish the District with required information, including rules and regulations for training necessary to implement District and staff responsibilities under the law.~~

Training

~~All persons employed by the District, in titles equivalent to teacher or administrator, and any school bus drivers employed by a person or entity that contracts with the District to provide transportation services to children, are required to complete coursework or training regarding the identification and reporting of child abuse and maltreatment in accordance with law and Commissioner's regulations.~~

The District will implement a training program regarding child abuse in an educational setting for all current and new teachers, school nurses, school counselors, school psychologists, school social workers, school administrators, Board members, other school personnel required to hold a teaching or administrative license or certificate, and any school bus driver or supervisor employed by the District or any person or entity that contracts with the District to provide transportation services to children, as well as licensed and registered physical therapists, licensed and registered occupational therapists, licensed and registered speech-language pathologists, teacher aides, and school resource officers.

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)**Prohibition of "Silent" (Unreported) Resignations**

The Superintendent and other school administrators are prohibited from withholding from law enforcement authorities, the Superintendent, or the Commissioner, as appropriate, information concerning allegations of child abuse in an educational setting against an employee or volunteer in exchange for that individual's resignation or voluntary suspension from his or her position.

The Superintendent or other school administrator who reasonably and in good faith reports to law enforcement officials information regarding allegations of child abuse or a resignation as required by law will have immunity from any liability, civil or criminal, which might otherwise result by reason of those actions.

Notification

~~Additionally,~~ Teachers and all other school officials will be provided an annual written explanation concerning the reporting of child abuse and child abuse in an educational setting, including the immunity provisions as set forth in law. The Commissioner will furnish the District with required information, including rules and regulations for training necessary to implement District and staff responsibilities under the law.

Prohibition on Aiding and Abetting Sexual Abuse

Unless exempted by law, no District employee, contractor, or agent of the District will assist another District employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or agency knows or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law.

Education Law Article 23-B and §§ 409-1, 902(b), 3028-b, and 3209-a
Family Court Act § 1012
Labor Law § 740(1)(e)
Penal Law Articles 130, 235, and 263
Social Services Law §§ 411-428
8 NYCRR Part 83, and § 100.2(hh) and (nn)
20 USC § 7926

Adoption Date

Dear Noelle,

I am writing this letter to inform you that I will be pursuing a new career in August of 2020 which requires full time schooling and will regretfully be resigning as Secretary to the Superintendent effective August 21, 2020.

I am grateful for the short time I was employed with Long Lake Central School and appreciate the opportunity I had, immensely. I look forward to what the future holds and wish you and the rest of Long Lake Central School the absolute best.

Sincerely,

A handwritten signature in cursive script that reads "Kelsie Adams". The ink is black and the signature is fluid and legible.

Kelsie Adams



Long Lake

CENTRAL SCHOOL DISTRICT

Long Lake Central School
20 School Lane
P.O. Box 217
Long Lake, New York 12847

P 518/624-2221

F 518/624-3896

W www.longlakecsd.org

TO: Board of Education Members

FROM: Vickie Snide

RE: Funding of Reserve Funds

DATE: June 3, 2020

Board of Education

Brian Penrose

President

Michael Farrell

Vice President

Alexandria Harris

Trisha Hosley

Joan Paula

Superintendent/Principal

Noelle J. Short

nshort@longlakecsd.org

Business Manager

Victoria J. Snide

vsnide@longlakecsd.org

Treasurer

Lisa Walker

lwalker@longlakecsd.org

School Counselor

Elisha Cohen

ecohen@longlakecsd.org

I would like to request the board to approve the movement of \$50,000 of Unappropriated Fund Balance into Reserve Funds at our June Board of Education Meeting. I have previously mentioned during budget discussions that I would be requesting this if our budget is approved by the voters. My recommendation is as follows:

Bus Purchase Reserve Fund – Move \$35,000 into this fund. If the voters approve usage of this Fund to purchase a new 30 passenger bus on June 9, 2020, our balance in this fund will be approximately \$18,000. A new bus will cost \$60,000 (30 passenger) or \$115,000 (60 passenger). Per our Bus Replacement Plan, the next replacement will be in the 2023-2024 school year (30 passenger bus).

Employee Benefit Accrued Liability Reserve Fund – Move \$15,000 into this fund. This reserve fund was established by the Board in January 2019 and currently holds a balance of \$32,950. We will be using an additional \$15,000 this month leaving our balance at \$18,000. Over the next three years, we could have potential needs from this fund of \$33,000.

Please contact me if you have any questions. Thank you.

School District Legal Counsel Agreement

Made and entered into this 11 day of June, 2020, by and between the **LONG LAKE CENTRAL SCHOOL DISTRICT** with its offices located at School Street, Long Lake, New York, 12847 hereinafter referred to as the “**DISTRICT**,” and **GIRVIN & FERLAZZO P.C.**, with its offices located at 20 Corporate Woods Blvd, Albany, New York 12211, hereinafter referred to as the “**FIRM**”.

The District hereby retains and employs the Firm as its general legal counsel to provide the District comprehensive legal advice and consultation regarding all legal matters which might arise in the course of the District’s operations and as requested by the District and as are more specifically set forth below.

1. The Firm will provide the School District with legal services under an annual retainer agreement on the following basis up to 50 hours:
 - Routine legal advice and counsel by telephone, in writing, or in person as requested by the Board of Education or Superintendent of Schools (or designee) in relation to School District matters.
 - Negotiation services, including collective bargaining, with the exception of any proceedings before NYS agencies;
 - Legal advice with respect to routine labor issues and/or administration of the collective bargaining agreement, including grievance responses, but not including arbitrations, matters before the NYS Public Employment Relations Board, or other hearings, which will be outside the customary retainer and billed at the litigation rate.
 - Attendance at occasional Board of Education meetings as requested to discuss specific topics covered under the retainer. If such discussion relates to an excluded subject, including but not limited to student or employee discipline, arbitrations or 3020-a proceedings, such time will be billed separately as more specifically set forth below.
 - Brief legal advice and counsel regarding potential discipline of students. Investigation, preparation for and attendance at Education Law section 3214 hearings will be billed separately.
 - Review of simple contract documents and other simple legal agreements between the District and individuals, organizations or agencies. Review and negotiation of complex documents, such as construction or architect contracts, will be billed separately.
 - Routine review of new and amended policies.
 - Drafting resolutions of the Board of Education as requested or assisting with routine board issues.

- Legal advice and counsel concerning employee disciplinary matters, including preparation of grievance responses up to, but not including, investigations, arbitrations and proceedings pursuant to Civil Service Law section 75 and Education Law section 3020-a, special education matters and fiscal bond counsel.
- Cooperation with District insurance carrier and oversight of assigned outside counsel.
- Preparation/review of legal notices and legal advice and counsel in connection with School District elections, and annual and special meetings.
- Preparation of an annual status report on pending legal matters.

2. In consideration of the foregoing, the District hereby agrees to compensate the Firm as follows:

- An annual retainer of \$7,500.00 or \$625.00 per month, billed over the course of the school year (e.g. July 1st to June 30th) for legal services as outlined in above.
- Services beyond the allotted 50 hours and services not covered under this retainer arrangement will be billed at the Firm's hourly rate of \$175.00.
- Legal services for litigation, hearings, construction and special education will be billed at the Firm's hourly rate of \$190.00. "Litigation" refers to matters under the jurisdiction of the state and federal courts or agencies. "Hearings" are defined as any proceeding in which witnesses will be called, sworn, examined, and cross-examined before an independent finder of fact who will decide the outcome of the case. Examples of litigation, administrative proceedings and hearings which will be excluded from the general legal retainer include, but are not limited to, student disciplinary proceedings under section 3214 of the Education Law, employee disciplinary proceedings, representation of the District in litigation such as tax certiorari proceedings, and representation of the District in any arbitration or PERB related proceeding.
- Also excluded from the general labor retainer is municipal financing for which a separate fee will be arranged if such services are requested.
- Other Billable/Reimbursable items:

Only significant costs or expenses which are incurred by the Firm on behalf of the District will be billed to the District. Such costs are large photocopying projects, large postage fees, stenographic reporters' fees, witness fees and court costs. Travel to the District will not be billable to the District.

3. The District will have access to all attorneys and professional staff employed by the Firm.

4. The term of this Agreement shall be from July 1, 2020, through June 30, 2021. The District may, in its sole discretion, for any reason, terminate this Agreement earlier than June 30, 2021, upon thirty (30) days' written notice from the District to the Firm, subject only to payment of earned fees, including a pro rata determination of the paid retainer, and disbursements as of the date of termination. The Firm shall also have the right to terminate this Agreement upon thirty (30) days written notice.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first written above.

LONG LAKE CENTRAL SCHOOL DISTRICT

GIRVIN & FERLAZZO, P.C.

By: _____
Superintendent of Schools

By: _____
Patrick J. Fitzgerald, Esq.
Shareholder

SHARED MAINTENANCE AGREEMENT

THIS AGREEMENT, made this day of June, 2020 by and between:

The Board of Education of the Tupper Lake School District, a municipal corporation with principal address at 294 Hosley Avenue in the Town of Tupper Lake, Franklin County, New York (hereinafter referred to as "Tupper Lake") and

The Board of Education of the Long Lake School District, a municipal corporation with principal address at School Street in the Town of Long Lake, Hamilton County, New York (hereinafter referred to as "Long Lake").

WITNESSETH

WHEREAS, Tupper Lake currently owns facilities for the maintenance of school transportation vehicles at a site within the Tupper Lake School District at Park Street in the Town of Tupper Lake, New York, and

WHEREAS, Long Lake is in need of a secondary source of maintenance of its school transportation vehicles, in the event that their primary contractor is unavailable on July 1, 2020 or at various times throughout the contract period, and requires a site and source of labor for the proper maintenance and inspection of its transportation vehicle, and

WHEREAS, Tupper Lake currently has the site and resources available to provide the services required by Long Lake, and

WHEREAS, Tupper Lake and Long Lake have reached agreement as to the terms and conditions of a contract to provide such services and are desirous of memorializing in writing their understandings, expectation, and representations as to their agreement, and

WHEREAS, a majority of the governing board of Tupper Lake and Long Lake have, by separate resolution of each entity, approved the execution of this agreement by its appropriate executive officer:

NOW, THEREFORE, in consideration of the premises and the covenants hereinafter set forth, Tupper Lake and Long Lake agree as follows:

1. For the 2020-21 school year, Long Lake anticipates having 2 full-sized buses, 2 small buses and 2 school vans for its student transportation program. Tupper Lake agrees to provide maintenance and inspection services with respect to these vehicles in order to meet the regulatory standards of the State Department of Transportation and to enable Long Lake to carry out its public transportation program.

2. In consideration of Tupper Lake providing the services described in paragraph (1) of this agreement, Long Lake agrees to pay Tupper Lake on the following basis:

a) Shop labor will be billed to Long Lake at the rate of \$46.80 per hour for mechanic.

b) Parts and tires will be billed to Long Lake in an amount equal to Tupper Lake's actual cost plus twelve (12) percent thereof.

c) In the event Long Lake requests Tupper Lake to service a vehicle at a location other than Tupper Lake's Transportation Department, Long Lake shall pay Tupper Lake on the basis set forth in section (a) and (b) and the established travel rate.

3. Billing shall be on a monthly basis and Long Lake shall make payment within thirty (30) days of invoice.

4. Long Lake shall be responsible for transporting the vehicles to be serviced and inspected to and from Tupper Lake's Transportation Facility, except under circumstances where a service call is required under paragraph 2(c) of this agreement. In the event a service call is required, Long Lake shall be responsible for transportation of any students who may be affected thereby.

5. Long Lake shall be able to store vehicles at Tupper Lake's Transportation Facility as needed for service or inspections.

6. Maintenance records for those vehicles serviced and inspected under this agreement shall be maintained at Tupper Lake.

7. Tupper Lake outsources some of its mechanical and body work, and may do so with respect to Long Lake's vehicles upon prior notice to Victoria Snide. Transportation of the vehicles to and from the outsource location shall be the responsibility of Long Lake.

8. In the event that the districts determine that software and hardware for the tracking of maintenance services would be beneficial, Long Lake agrees to participate in the net costs associated with securing and implementing such software and hardware on a pro-rated basis.

9. Long Lake agrees to name Tupper Lake as an additionally insured on its fleet liability policy and shall maintain such policy with Tupper Lake as an additionally insured as long as this agreement is in effect. A copy of the certificate showing Tupper Lake as an additional insured shall be provided to Tupper Lake prior to service being initiated.

10. This agreement may be extended for future years upon the acceptance of both parties as to the terms and condition, including but not limited to any changes to the charges noted herein.

11. Both parties agree to complete any necessary State contracts and forward them to the State Education Department in a timely fashion.

This Agreement may be terminated by either party with thirty (30) days written notice, or at any time by a mutual written Agreement between the parties.

Long Lake shall defend, indemnify and save harmless Tupper Lake, its officials, employees and agents, from and against all claims, damages, losses and expenses arising out of or in consequence of any negligent or intentional act or omission of Long Lake, its officials, employees,

volunteers or agents to the extent of its or their responsibility for such claims, damages, losses, and expenses. Tupper Lake shall defend, indemnify and save harmless Long Lake, its officials, employees and agents, from and against all claims, damages, losses and expenses arising out of or in consequence of any negligent or intentional act or omission of Tupper Lake, its officials, employees, volunteers or agents to the extent of its or their responsibility for such claims, damages, losses and expenses.

The signatures below represent each district's acceptance of the terms and conditions of this agreement, and are executed based upon proper authorizations of the Board of Education of each respective district.

Executed this day of June, 2020.

Superintendent

Tupper Lake Central School District

Superintendent

Long Lake School District

200701
(SED CODE)

The State Education Department
Transportation Unit, Room 1075 EBA
89 Washington Avenue
Albany, New York 12234

Form TC

C
Contract Number
(SED will fill in)

TRANSPORTATION CONTRACT

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

Tele: 518-624-2221		
Email: vsnide@longlakersd.org		
Victoria Snide Contact Person		
Long Lake Central School District School District/BOCES		
PO Box 217, 20 School Lane Street or P.O. Box		
Long Lake City	N.Y. State	12847 Zip Code

Please Check if applicable:

- ☐ Piggyback Transportation*
☐ Special Education Only
☐ Regular & Special Education Pupils Combined
☐ Partial Year contract that costs \$20,000 or less
☐ One-month emergency contract- 31 Calendar days
☒ Contract for bus maintenance only

Specifications include:

- ☐ District will supply contractor with fuel
☐ Provision for attendants, escorts or monitors
☐ Clause for increasing or decreasing service

This AGREEMENT made this 11 day of June 2020 by and between

Long Lake Central School District, County of Hamilton, N.Y.
(Name of School District or BOCES)

party of the first part and Tupper Lake Central School District, party of the second part.
(Contractor)

WITNESSETH. That whereas 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

July 1 2020 and to end June 30 2021
Month Day Year Month 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 \$ or \$ Variable per attached if on a per-bus, per-diem, per-mile or
(If lump sum contract) (Unit Cost) Contract
other unit cost basis for providing such transportation on a suitable conveyance.

Total Anticipated Annual Cost \$ 5,000.00

*For a piggyback contract, list the originating school district & contract number # .
If awarded through a request for proposals, date of request of such proposals (see note on reverse)

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

Brian Penrose, President LACS BOE, POB 217, Long Lake NY 12847
(Signature of Trustee or President of Board of Education) (Party of the First Part) (Post Office Address)

(Signature of 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) of 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: Filed by:

(Date of Superintendent's Approval)

(Signature of Superintendent or Designee)

PLEASE SUBMIT ORIGINAL TO THE STATE EDUCATION DEPARTMENT. RETAIN A COPY FOR YOUR SCHOOL DISTRICT RECORDS.

08/19

BOARD RESOLUTION

Be It Resolved that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint **Patrick Curtin for a four (4) year probationary appointment as a teacher of 7-12 Mathematics** in the mathematics tenure area, commencing September 1, 2020 and ending August 31, 2024 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout his probationary period, consistent with the requirements of Education Law Sections 3012², 3012-c, and/or 3012-d pending certification by September 1, 2020.

Students

SUBJECT: IMMUNIZATION OF STUDENTS

Every child entering or attending a District school must present proof of immunization or proof of immunity by serology (blood test) if applicable unless a New York State licensed physician certifies that the immunization ~~is~~ may be detrimental to the child's health. The requirement for that immunization is waived until the immunization is no longer detrimental to the child's health. Medical exemptions must be reissued annually.

Except for ~~this~~ a valid medical exemption, the District ~~may~~ will not permit a child lacking acceptable evidence of required immunizations to remain in school for more than 14 days; or more than 30 days for an out-of-state or out-of-country transferee who can show a good faith effort to get the necessary certification or other evidence of immunization.

~~The administration will notify the local health authority of the name and address of excluded children and provide the parent or person in parental relation a statement of his or her duty regarding immunization as well as a consent form prescribed by the Commissioner of Health. The school will cooperate with the local health authorities to provide a time and place for the immunization of these children.~~

Whenever a child has been refused admission to or continued attendance at a District school for lack of acceptable evidence of immunization, immunity, or exemption, the principal of the school will:

- a) Notify the person in parental relation to the child of his or her responsibility to have the child immunized and of the public resources available for doing so;
- b) Notify the local health authority of the name and address of the excluded child and of the immunization or immunizations which the child lacks; and
- c) Provide, with the cooperation of the local health authority, for a time and place at which the required immunization or immunizations may be administered.

For homeless children, the enrolling school must immediately refer the ~~parent or guardian~~ person in parental relation ~~to of~~ the child to the District's homeless liaison, who must assist them in obtaining the necessary immunizations, ~~or immunization~~ or medical records.

The District will provide an annual summary of compliance with immunization requirements to the Commissioner of Health.

All schools will also post educational information on influenza and the benefits of influenza immunization which will be in plain view and available to ~~parents~~ persons in parental relation.

NOTE: Refer also to Policy #7131 -- Education of Students in Temporary Housing

Adoption Date

Long Lake Central School District

2019-2020 School Calendar

Revised



September 2019						
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
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29	30					

October 2019						
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27	28	29	30	31		

November 2019						
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December 2019						
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29	30	31				

January 2020						
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February 2020						
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March 2020						
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29	30	31				

April 2020						
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26	27	28	29	30		

May 2020						
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 2020						
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				

September 20	February 15
October 22	March 22
November 17	April 22
December 15	May 20
January 19	June 11
Total Days: 183	Emergency Days: 3

Marking Period Dates

First Quarter: 9/4/19- 11/8/19

Parent Teacher Conference: 11/14/19

Second Quarter: 11/12/19-1/24/20

Third Quarter: 1/27/20-4/8/20

Parent Teacher Conference: 3/12/20

Fourth Quarter: 4/20/20-6/26/20

Dates to Remember:

September 2- Labor Day ○
 September 3- Superintendent Conference Day □
 September 4- Classes Begin ★
 October 4- Superintendent Conference Day □
 October 14- Columbus Day ○
 November 8- Emergency Release Day
 November 11- Veteran's Day ○
 November 14- Parent Teacher Conference ○
 November 27-29- Thanksgiving Recess ○
 December 23-January 3- Holiday Recess ○
 January 20- Martin Luther King Day ○
 January 21-24- Regents & Midterm Exams ▲
 February 17-21- Winter Recess ○
 March 12- Parent Teacher Conference ○
 March 16, 17- Superintendent Conference Day □
 May 25- Memorial Day Recess ○
 June 15- Last Day of Instruction
 June 26- Graduation