

**ROSLYN UNION FREE SCHOOL DISTRICT
Meeting of the Board of Education**

Tuesday, August 23, 2016

7:00 a.m.

Administration Building

MINUTES

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
David Dubner
Adam Haber
Steven Litvack
David Seinfeld
Bruce G. Valauri

ALSO PRESENT

Allison Brown	Superintendent
Joseph C. Dragone	Assistant Superintendent for Business and Administration
Michael Goldspiel	Assistant Superintendent for Secondary Education
Karina Báez	Assistant Superintendent for Primary Education
Nancy Carney Jones	District Clerk

ABSENT

Landon Allen	Student Delegate
--------------	------------------

7:00 a.m. - Executive Session

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 7-0; that the Board of Education adjourns to Executive Session at 7:11a.m., to discuss a personnel matter.

The Executive Session adjourned at 7:32 a.m. The Board reconvened in Public Session in the Superintendent's Office at 7:35 a.m.

7:00 a.m. - Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the Claims Audit Report for July 2016

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to accept the Claims Auditors Report for July 2016.

Recommendation to accept the minutes from the following meeting(s):

July 29, 2016

August 11, 2016

Dr. Valauri moved, seconded by Mr. Saffron, carried by a vote of 7-0, to accept the minutes for July 29, 2016 and August 11. 2016.

Board President's Comments

No comments.

Superintendent's Comments

No comments.

Student Delegate's Comments

Not in attendance.

PUBLIC COMMENT #1 Limited to Agenda Items ONLY

(Will be limited to ½ hour, no more than 2 minutes per speaker).

Though not required by law, the Roslyn Board of Education invites public comment during its meetings. Citizens will be recognized by the presiding officer. Please state your name and address before speaking and direct all comments to the Board. This is not a time for citizen to citizen exchanges. We ask that comments not include the names of students or staff members, and comments are not permitted with respect to confidential matters. Please also be reminded that Board meetings are designed by law to facilitate the school district's business and provide for public Board deliberations. Thank you

No comments.

ACTION ITEMS

Action may be taken for each individual resolution or by the titled subgroups. Bracketed information following resolutions is not part of the Board's official action and does not become part of the official record.

PERSONNEL:

ALL PERSONNEL APPOINTMENTS LISTED ARE FUNDED IN THE CURRENT BUDGET UNLESS OTHERWISE NOTED

P.1. It is the recommendation of the Superintendent of Schools that the following resolution be adopted:

RESOLVED, that the Roslyn Board of Education approves the appointments, resignations, terminations, elimination of positions, transfers, and leaves of absence as detailed in the Personnel Action Reports attached as **(Attachment P.1 Professional)**

Addendum

P.1 Professional

Item	Name	Action	Position / Replacing	Loc	From	To	Tenure Area	Certification / Class / Step / Salary
11		DELETE #11						
12		DELETE #12						
19		DELETE #19						
23	Mark Valentino	Probationary Appointment	Math		8/31/16	Prob. Ends 8/30/20*	Math	Math Gr 7-12 (init), BA/Step 1, Per RTA Contract**
24	Mark Valentino	Coach Appointment	Cross Country Asst. IV/1	HS	8/15/16	11/27/16		Per RTA Contract
25	Lisa Smith	Probationary Appointment	Teaching Assistant (L. Rosenblatt)		8/31/16	Prob. Ends 8/30/20	Teaching Asst.	TA Level I, Grade 3 /Step 1, Per RPA Contract**
26	Michael Troici	Probationary Appointment	Teaching Assistant		8/31/16	Prob. Ends 8/30/20	Teaching Asst.	TA Level I, Grade 3 /Step 1, Per RPA Contract**
27	Allison Hungate Wood	Appointment	Drama Club (Royal Crown Players)	HS	8/31/16	6/30/17		Per RTA Contract
28	Gustave Karagrozis	Substitute Appointment	Per Diem Substitute Teacher		9/1/16	6/30/17		\$130/day
29	Gustave Karagrozis	Coach Appointment	Boys' Volleyball Asst. II/2	HS	8/23/16	11/27/16		Per RTA Contract
30	Bryan Patterson	Part-Time Appointment	.08 Physical Education	EH	8/31/16	6/30/17		Physical Ed (prof), MA/Step 1, Per RTA Contract, prorated
**	<i>Placement subject to verification of education and employment.</i>							

Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 7-0, to approve Agenda Items numbered P.1 and Addendum P.1

BUSINESS/FINANCE:

ALL ITEMS ON THE BUSINESS/FINANCE PORTION OF THE AGENDA ARE WITHIN THE BUDGET UNLESS OTHERWISE SPECIFIED

B.1. Recommendation to approve the following contracts and to authorize the Board of Education President to execute (those contracts marked with an asterisk have been prepared pursuant to a previous award of an RFP or bid):

- (i) Contractor: Mill Neck Services.
Services: Sign Language Interpretation Services for the period of July 1, 2016 through June 30, 2017
Fees: Total estimated to be \$2,508.00
(Agreement is subject to review and approval by district counsel)

- (ii) Contractor: Jericho Union Free School District
Services: District of Location Special Education Services for IEP service requirements for one student residing in Roslyn attending private school in Jericho for the period of September 1, 2014 thru June 30, 2015
Fees: Total estimated to be \$683.00

The following items are [(iii) through (v)] are “flow-through” grants that pass through the district special aid fund but have no impact on our general fund budget

- (iii) Contractor: Kidz Therapy Services, PLLC
Services: Instructional services for the 2016-17 school year
Fees: **611 Grant**
\$1,906.00 per student (1 student)
\$635.00 per student Related Services (4 students)
Total will be \$4,446.00
619 Grant
\$644.00 per student (1students)
\$215.00 per student Related Services (4 students)
Total will be 1,504.00
(Agreement is subject to review and approval by district counsel)

- (iv) Contractor: Brookville Center For Children’s Services, Inc.
Services: Instructional services for the 2016-17 school year
Fees: **611 Grant**
\$1,906.00 per student (11 students)
Total will be \$20,966.00
619 Grant
\$644.00 per student (9 students)
Total will be \$5,796.00
(Agreement is subject to review and approval by district counsel)

- (v) Contractor: New York Therapy Placement Services, Inc.
Services: Instructional services for the 2016-17 school year
Fees: **611 Grant**
\$1,906.00 per student (1 student)
Total will be \$1,906.00
619 Grant
\$644.00 per student (1 student)
Total will be \$644.00
(Agreement is subject to review and approval by district counsel)

B.2. Recommendation to approve Capital Fund Budget appropriation transfer requests as per **Attachment B.2.**

B.3. Recommendation to approve a payment in the amount of \$14,086.54 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 7/31/2016.

B.4. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with W. J. Northridge in the amount of **\$13,681.41** which will increase purchase order H16-00019 in account code H1620.293.04.1604

W. J. Northridge (EH GC-001) for all work necessary to patch walls at tack board locations in 23 classrooms. (This was first presented to the Board of Education as part of a Pending Change Order on July 29, 2016 – Item B.2b) [NB – this change order is less than the estimate provided to the board on July 29 of \$14,366]

B.5. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with W. J. Northridge in the amount of **\$132,094.30** which will increase purchase order H16-00019 in account code H1620.293.04.1604

W. J. Northridge (EH GC-002) for all work necessary to supply and install drainage and road work at parent drop off which was revised in accordance with NC DPW requirements. (This was first presented to the Board of Education as part of a Pending Change Order on July 29, 2016 – Item B.2b) [NB – this change order is the same as the estimate provided to the board on July 29 of \$132,094.30]

B.6. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with W. J. Northridge in the amount of **\$127,858.29** which will increase purchase order H16-00019 in account code H1620.293.04.1604

W. J. Northridge (EH GC-003) for all work necessary to supply labor and materials at the South parking lot which was revised in accordance with NC

DPW requirements. (This was first presented to the Board of Education as part of a Pending Change Order on July 29, 2016 – Item B.2b) [NB – this change order is the same as the estimate provided to the board on July 29 of \$127,859]

- B.7.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Central Air Corporation in the amount of **\$7,137.90** which will increase purchase order H16-00017 in account code H1620.294.04.1604

Central Air (EH MC-001) for all work necessary to flash-in equipment roof rails. (This was first presented to the Board of Education as part of a Pending Change Order on July 29, 2016 – Item B.2a) [NB – this change order is the same as the estimate provided to the board on July 29 of \$7,138]

- B.8.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Relle Electric Corporation in the amount of **\$1,218.11** which will increase purchase order H16-00018 in account code H1620.296.04.1604

Relle Electric (EH EC-001) for all work necessary to provide and install 1 additional Type A in Corridor C18 and 1 additional Type AE; to provide and install ceiling mount occupancy sensor for this area; and to tie the lighting into circuit EM-LTG#2 via the EM relay. (This was first presented to the Board of Education as part of a Pending Change Order on July 19, 2016 – Item B.2a) [NB – this change order is a small part of the estimate provided to the board on July 19 of \$20,000]

- B.9.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with W. J. Northridge in the amount of **\$83,263.15** which will increase purchase order H16-00019 in account code H1620.293.09.1609

W. J. Northridge (MS GC-001) for all work required by the NCDPW including replacement of existing drainage structures and installation of new drainage catch basins, concrete gutter, signage and asphalt paving as included in VHB Engineering, Inc. revised drawings dated July 14, 2016. (This was first presented to the Board of Education as part of a Pending Change Order on July 29, 2016 – Item B.2c) [NB – this change order is the same as the estimate provided to the board on July 29 of \$83,264]

- B.10.** Recommendation to approve a change order as indicated below. This change order will result in a **decrease** in the contract with WHM Plumbing & Heating Contractors in the amount of **\$7,764.54** which will **decrease** purchase order H16-00020 in account code H1620.295.09.1609

WHM Plumbing & Heating Contractors (MS PC-001) for the work no longer

necessary under Add Alternate MS3 to redirect roof drains. (The courtyard drywells were cleaned out and found to be functioning properly which removes the need to redirect the roof leaders as originally proposed by KG&D. The credit is equal to the amount of the Add Alternate (\$7,923) less the 2% allowed for bonding which was required to be paid by WHM)

- B.11.** Recommendation to approve the following payments to KG&D Architects for professional services rendered to the district and reimbursable expenses pertaining to capital improvements at the locations indicated in the table below. [Funds will be deducted from the Capital Budget Codes indicated in the table below.

Payment	Location/ Project	Budget	PO #S	Inv #
\$5,948.53	EH Site & Fields	2110-245-04-1504	H15-00014	13
\$5,954.12	EH Prof. Svcs & Reimbs.	2110-245-04-1504	H15-00014	16
\$9,228.21	HH Prof. Svcs & Reimbs.	2110-245-07-1507	H15-00014	17
\$1,250.00	HS Steam Leak	2110-245-08-1508	H15-00014	8
\$12,077.45	HS Prof. Svcs & Reimbs.	2110-245-08-1508	H15-00014	18
\$4,008.39	MS Prof. Svcs & Reimbs.	2110-245-09-1509	H15-00014	13

- B.12.** Recommendation to approve the following payments to Park East Construction Corporation for construction management services and reimbursements rendered to the district pertaining to various projects at the locations indicated in the table below. [Funds will be deducted from the Capital Budget Codes indicated in the table below.]

Payment	Location/Project	Budget	PO #	Inv #
\$7,500	DW Capital Project	2110-201-03-1502	H15-00015	15
\$10,000	EH Capital Project	2110-201-04-1504	H15-00015	15
\$5,000	HH Capital Project	2110-201-07-1507	H15-00015	15
\$18,694	HS Capital Project	2110-201-08-1508	H15-00015	15
\$7,500	MS Capital Project	2110-201-09-1509	H15-00015	15

Addendum

- B.13.** Recommendation to approve a revision to the Cooperative Transportation Contract Extensions for 2016-2017, which were approved on June 28, 2016 (item B.11) to include the addition of 1 student. **(Attachment B.13.)**

- B.14.** Recommendation to approve general fund appropriation transfer requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1680-160-03-9000-303	Data Processing	\$ 8,333.33
9010-800-03-9000-303	State Retirement System	\$52,065.16
	Subtotal	\$60,398.49

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2630-160-03-9000-303	Computer Assisted Instruction	\$ 8,333.33
9089-160-03-9000-303	Terminal Pay	\$52,065.16
Subtotal		\$60,398.49

REASON FOR TRANSFER REQUEST: To recode appropriations in accordance with ST-3 requirements and request of our external auditor.

Dr. Valauri moved, seconded by Mr. Seinfeld, and carried by a vote of 7-0, to approve Agenda Items numbered B.1 - B.12 and Addenda B.13 – B.14

BOARD OF EDUCATION:

BOE.1 BE IT RESOLVED that the Board of Education adopts the annual update to the Roslyn Public Schools Professional Development Plan.

BE IT FURTHER RESOLVED that the Board of Education authorizes the Board President to execute the Plan. **(Attachment BOE.1)**

BOE.2 Recommendation that the Board approve the attendance of Nancy Carney Jones at the NYSSBA's 2016 District Clerk Workshop entitled "Stay Ahead of the Curve" to be held on September 29, 2016 in Islandia, NY at an estimated cost to be \$300.00, for registration and travel expense.

BOE.3 Recommendation to approve the agreement between the Roslyn Union Free School District and the Glen Cove Mansion Hotel & Conference Center located at 200 Dosoris Lane, Glen Cove, NY 11542, for the purpose of the 2016 Board Retreat to be attended by the Board of Education and Central Administration on Thursday, July 7, 2016 at an estimated cost of ~~\$440.00~~ \$95.00 per person (not to exceed \$1,045.00) and the ATM (Administrative Team Meeting) Retreat for ~~30~~ 29 people on Monday, August 22, 2016 at an estimated cost of \$65.00 per person (not to exceed ~~\$1,885.00~~ **\$1,950.00**). **(Amended from Addendum Item BOE.2 on June 16, 2016)**

BOE.4 Be it resolved that the Board of Education authorizes the Board President to execute a letter in response to the Comptroller's Report as attached to this agenda.

BOE.5 WHEREAS, on December 18, 2014, the Board of Education adopted Policy 1900 (Parental Involvement); and

WHEREAS, the Board of Education has received comments as a result of an audit of its receipt of Title I funds the substance of Policy 1900 and has determined that said policy requires revision;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby

suspends Policy 2510 (Formulation, Adoption and Amendment of Policies) for the sole purpose of Adopting Revised Policy 1900 (Parental Involvement); and

BE IT FURTHER RESOLVED, that the Board of Education hereby adopts Revised Policy 1900 (Parental Involvement). **(Attachment BOE.5)**

Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 7-0, to approve Agenda Item BOE.1 - BOE.5.

Public Comments #2

Dr. Alison Gilbert, Parent, commented on the Professional Development Plan in regard to the professional development opportunities for the paraprofessionals.

Adjournment

There being no further business to come before the Board of Education Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 7-0, to adjourn at 7:41 a.m.

Respectfully submitted,

Nancy Carney Jones

**Nancy Carney Jones
District Clerk**