

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

Thursday, October 8, 2020

8:00 P.M.

MINUTES

The follow participants were present via ZOOM videoconference.

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
David Dubner
Michael Levine
Steven Litvack
David Seinfeld
Bruce Valauri

ALSO PRESENT

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

ABSENT

7:00 p.m. - Executive Session

Pursuant to Public Officers Law, Section 105, duly moved, seconded, and carried by a vote of 7-0; that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss to discuss the employment history of a certain employee.

The Executive Session adjourned at 8: 05 pm. The Board held a public hearing at 8:12 p.m.

8:00 p.m. – Public Hearing – Repair Reserve Expenditure

Capital Improvement projects to be funded from the Repair Reserve include:
Repair of the boiler room pump/rack apparatus and the VFD (variable frequency drive) at the Harbor Hill Elementary School, together with such necessary material and supplies to complete the repair, including plumbing parts, piping and electrical materials at a total cost of approximately \$8,000.

- **Public Comment - no comment**

Ms. Ben-Levy closed the public hearing.

The Board reconvened in Public Session at 8:13 p.m.

Board of Education Meeting – Immediately following Public Hearing

Preliminary Announcements

The Roslyn Union Free School District continues to take steps to reduce the potential for exposure to the coronavirus (COVID-19). The District's efforts in this regard are made in furtherance of federal, state, and local mandates to limit any and all public gatherings.

As authorized by Governor Andrew M. Cuomo's Executive Order No. 202.1, issued on March 12, 2020, and as extended by subsequent Executive Orders, this meeting is being held remotely by videoconferencing and the public will not be permitted to attend the meeting in-person. The Board of Education will make a motion setting forth the manner in which the meeting will be conducted and waiving any applicable policies or common practices with respect to the conduct of the meeting. The public participation portion of the meeting will be suspended. The meeting will be video broadcasted in order to provide the public with the ability to view the meeting. This meeting will also be recorded and later transcribed in accordance with Executive Order 202.1, as extended.

Pledge of Allegiance

Recommendation to accept the Claims Auditor's Report for August 2020.

Ms. Ben-Levy moved, seconded by Mr. Saffron, carried by a vote of 7-0, to accept the Claims Audit Report for August 2020

Recommendation to accept the minutes from the following meeting(s):
July 31, 2020, August 18, 2020, August 28, 2020, September 2, 2020, September 10, 2020, September 22, 2020, and September 25, 2020.

Ms. Ben-Levy moved, seconded by Mr. Saffron, carried by a vote of 7-0 to accept the minutes for July 31, 2020, August 18, 2020, August 28, 2020, September 2, 2020, September 10, 2020, September 22, 2020, and September 25, 2020.

Board President's Comments

Ms. Ben-Levy acknowledged the members of the audience including the Administrators and Unit representatives. She expressed how grateful she is for the leadership of the Central Office and the leaders throughout the school system. She commented that due to this leadership, together we were able to open schools and keep the schools open. The district has also provided an environment where teaching and learning can happen. She reminded the community "that what happens outside of school is very impactful on what happens inside of school." She asked that everyone stay in good health so that we can keep our school buildings

open.

Correspondence – Ms. Ben-Levy moved to accept correspondence from the Roslyn Administrators and Supervisors Association (RASA) as an official record, Mr. Saffron seconded, carried by a vote of 7-0 to accept the correspondence.

Superintendent’s Comments

Ms. Brown thanked the Board of Education for acknowledging the leadership in the District, the members of the Roslyn Administrators and Supervisors Association (RASA) and the Administrative team. She spoke of the need of these individuals to help in running the District because no one person or the Central Office could run this district without their help. Ms. Brown expressed her thanks to the District’s Administrators and staff members and stated, “This district is running because of all of you and thank you very much for what you do.”

Student Delegate’s Comment

Ms. Pahlevan, OCC President updated the Board on the following:

- The OCC had asked that the Plexiglas barriers be permanently affixed to the desks in the High School with the option to keep the portable barriers if the student so desired. The OCC surveyed the students and they are very happy with the changes.
- The OCC is running Spirit week both in-person and virtually.
- Planning upcoming events

Ms. Ben-Levy made a motion to adopt the agenda as a consent agenda.

Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to move as a consent agenda.

ACTION ITEMS

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)**

P.2. 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.2**

Classified)

Addendum

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
7	Angela Dunne	Resignation	Sr. Personnel Clerk	Comp		Admin	On or about 10/15/20*		
8	Angela Dunne	Appointment	Administrative Officer	Comp	Prob	Admin	On or about 10/16/20*		\$70,000/year

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) Contractee: Manhasset Union Free School District
Services: One (1) student from Manhasset to attend Roslyn Public Schools for the 2020-21 school year September 3, 2020 through June 25, 2021
Fees: Total estimated to be \$75,000 (Roslyn to receive)

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

- (ii) Contractor: Kidz Therapy Services, PLLC
Services: Instructional services for the 2020-21 school year
Fees: **611 Grant**
\$1,795.00 per student (3 students)
\$598.00 per student Related Services (8 students)
Total will be \$10,169.00
619 Grant
\$486.00 per student (3 students)
\$162.00 per student Related Services (8 students)
Total will be \$2,754.00
- (iii) Contractor: Variety Child Learning Center
Services: Instructional services for the 2020-21 school year
Fees: **611 Grant**
\$1,795.00 per student (3 students)

Total will be \$5,385.00
619 Grant
\$486.00 per student (3 students)
Total will be \$1,458.00

Recommendation to **amend** the following contract (iv) which was approved by the Board of Education on June 27, 2019 (item B.1. (xxix)) and first amended on September 10, 2020 (item B.1. (i)):

- (iv) *Contractor: Anderson Center for Autism
Services: Instructional/Residential services for 1 student for the 2019-20 school year
Fees: ~~\$42,830.22~~ \$43,923.28 - summer program tuition and maintenance (\$10,013 tuition + ~~\$32,817.22~~ \$33,910.28 summer maintenance daily rate (~~\$529.34~~ \$546.94 x 62 days)
\$60,077 - 10-month program tuition plus 38.424% of maintenance owed to Nassau County DSS *through 3/31/2020, increased to 56.848% as of 4/1/2020*
Total estimated to be ~~\$102,907.22~~ \$165,954.09 \$176,116.29 or state approved rate when finalized

Recommendation to **amend** the following contract (v) which was approved by the Board of Education on June 27, 2019 (item B.1. (xxxvi)), first amended on February 6, 2020 (item B.1. (ii)), and amended again on September 10, 2020 (item B.1. (ii)):

- (v) *Contractor: Harmony Heights Residential
Services: Instructional/Residential services for 1 student for the 2019-20 summer and school year and 1 student starting January 2020 for instructional services only
Fees: \$17,517.54 for summer program (\$4,921 tuition; \$12,596.54 maintenance daily rate (\$203.17/day x 62 days))
~~\$29,524.00~~ \$47,238.40 for the school year plus 38.424% of maintenance owed to Nassau County DSS *through 3/31/2020, increased to 56.848% as of 4/1/2020*
Total estimated to be ~~\$47,041.54~~ \$64,755.94 \$88,175.75 \$91,544.64 or state approved rate when finalized

Recommendation to **amend** the following contract (vi) which was approved by the Board of Education on June 30, 2020 (item B.1. (v)) and first amended on September 10, 2020 (item B.1. (iii)):

- (vi) *Contractor: Anderson Center for Autism
Services: Instructional/Residential services for 1 student for the summer and school year 2020-21

Fees: ~~\$43,262.22~~ \$44,355.28 - summer program tuition and maintenance (\$10,445.00 tuition + ~~\$32,817.22~~ \$33,910.28 summer maintenance daily rate (~~\$529.31~~ \$546.94 x 62 days) \$62,672.00 - 10-month program tuition plus ~~38.424%~~ 56.848% of maintenance owed to Nassau County DSS
Total estimated to be ~~\$105,934.22~~ \$168,981.09 \$200,304.62 or state approved rate when finalized

Recommendation to **amend** the following contract (vii) which was approved by the Board of Education on June 30, 2020 (item B.1. (xiv)):

(vii) *Contractor: Foundations Occupational Therapy
Services: Various services for the 2020-21 school year as specified in the agreement
Fees: Total estimated to be ~~\$122,800.00~~ \$125,733.40 (~~\$7,800.00~~ \$10,733.40 for the summer program; \$115,000.00 for the school year)

Recommendation to **amend** the following contract (viii) which was approved by the Board of Education on June 30, 2020 (item B.1. (xxxi)):

(viii) *Contractor: S.E.E.D.S. of the Willistons, Inc.
Services: Various services for the 2020-21 school year as specified in the agreement
Fees: Total estimated to be ~~\$16,560.00~~ \$17,372.50 (~~\$1,560.00~~ \$2,372.50 for the summer program; \$15,000.00 for the school year)

Recommendation to **amend** the following contract (ix) which was approved by the Board of Education on June 30, 2020 (item B.1. (xiii)) and first amended on August 28, 2020 (item B.1. (xiii)):

(ix) *Contractor: Extraordinary Pediatrics, P.C.
Services: Various services for the 2020-21 school year as specified in the agreement
Fees: Total estimated to be ~~\$512,000.00~~ \$524,135.42 (~~\$22,000.00~~ \$34,135.42 for the summer program; \$490,000.00 for the school year with \$140,000.00 of the \$490,000.00 being paid via a 611 grant)

Recommendation to **extend** the following contract [(x) which was first approved by the Board of Education on October 4, 2018 (item B.6, Bid# 18/19-42)], and extended on October 3, 2019 (item B.1. (iv)) in order to renew:

(x) *Contractor: Walsworth Publishing Company
Services: Printing of 2020-21 Roslyn High School yearbooks

Fees: Total estimated to be \$10,000.00
(Subject to an amendment to be prepared by district counsel)

Recommendation to **extend** the following contract [(xi) which was first approved by the Board of Education on October 4, 2018 (item B.7, Bid# 18/19-43)], and extended on October 3, 2019 (item B.1. (v)) in order to renew:

(xi) *Contractor: Herff Jones
 Services: Printing of 2020-21 Roslyn Middle School yearbooks
 Fees: Total estimated to be \$9,650.00
 (Subject to an amendment to be prepared by district counsel)

B.2. Recommendation to approve Capital Fund Appropriation Transfer Requests (**Attachment B.2.**)

B.3. Recommendation to approve **2020-21** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2330-155-03-6000-304	DRIVER ED TCHG	\$6,996.00
2330-430-03-6000-304	CONTR HS DRIVERS ED	\$47,440.00
2330-450-03-6000-304	DRIVER ED SUPPLIES	\$250.00
2330-480-03-6000-304	DRIVER ED TEXTBK	\$1,150.00
	Subtotal	\$55,836.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2330-155-03-6000-801	DRIVER ED TCHG	\$6,996.00
2330-430-03-6000-801	CONTR HS DRIVERS ED	\$47,440.00
2330-450-03-6000-801	DRIVER ED SUPPLIES	\$250.00
2330-480-03-6000-801	DRIVER ED TEXTBK	\$1,150.00
	Subtotal	\$55,836.00

REASON FOR TRANSFER REQUEST: To allow for the reassignment of the Driver Education Program from the Adult Education office to the RHS Dean of Students office.

B.4. Recommendation to approve **2020-21** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-450-07-1000-701	SUPPLIES HH ART	\$5,000.00
	Subtotal	\$5,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2010-450-03-9000-301	CURRIC SUPPLIES	\$5,000.00
	Subtotal	\$5,000.00

REASON FOR TRANSFER REQUEST: To allow for the shared purchase of art supplies among the elementary schools.

B.5. Recommendation to approve **2020-21** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-120-04-1900-303	TCHR SAL EH MUSIC	\$100,000.00
2110-120-04-2200-303	TCHR SAL SCI EH	\$100,000.00
2110-120-07-1100-303	TCHR SAL- HH TECH	\$90,000.00
2110-120-07-2200-303	TCHR SAL SCI HH	\$100,000.00
2110-120-09-1800-303	TCHR SAL MS MATH	\$120,000.00
2110-120-04-9000-303	TCHR SAL EH	\$76,000.00
2110-130-09-3000-303	TCHR SAL- 21 ST Cent	\$120,000.00
	Subtotal	\$706,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5540-490-03-5500-510	BOCES SVCS	\$36,000.00
5540-430-03-5500-510	TRANS SPECIAL SCHOOLS	\$50,000.00
5540-430-03-9000-510	TRANS PRIVATE SCHOOLS	\$620,000.00
	Subtotal	\$706,000.00

REASON FOR TRANSFER REQUEST: To cover an increase in costs incurred for contract transportation as a result of additional students in private schools and the rebidding of contracts for 2020-21. **(Advisory B.5.)**

B.6. Recommendation to approve **2020-21** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-450-07-9000-310	CUST SUPPLY - HH	\$8,712.13
	Subtotal	\$8,712.13

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1620-450-03-8900-310	COVID Supplies	\$8,712.13
	Subtotal	\$8,712.13

REASON FOR TRANSFER REQUEST: To cover costs associated with COVID-19, specifically to provide added security by the installation of fencing around the high school football field.

B.7. Recommendation to approve **2020-21** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2250-430-03-8900-303	COVID Services	\$44,975.00
	Subtotal	\$44,975.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1680-450-03-8900-311	COVID Supplies	\$44,975.00

Subtotal \$44,975.00

REASON FOR TRANSFER REQUEST: To cover costs associated with COVID-19, specifically the purchase of headsets for teachers to use to facilitate enhanced remote learning.

B.8. Recommendation to approve **2020-21** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-200-03-8900-303	COVID Equipment	\$659.00
	Subtotal	\$659.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2250-450-03-8900-307	COVID Supplies	\$659.00
	Subtotal	\$659.00

REASON FOR TRANSFER REQUEST: To cover costs associated with COVID-19, specifically the purchase of clear face masks for Special Education students.

B.9. Recommendation to approve a payment in the amount of \$18,039.97 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 08/31/2020.

B.10. Recommendation to approve the following payments to BBS 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 #
\$5,184.85	Hts. Prof. Svcs.	2110-245-06-20HT	H19-00022	12
\$3,880.26	HH Prof. Svcs.	2110-245-07-20HH	H19-00022	12
\$34,433.25	HH Prof. Svcs.	2110-245-07-20HF	H20-00023	10

B.11. 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 #
\$8.76	Hts. Reimbursables	2110-201-06-20HT	H19-00033	HGT #1 EXP.
\$2,853.00	Hts. Prof. Svcs.	2110-201-06-20HT	H19-00033	HGTS - 5
\$34.95	HH Reimbursables	2110-201-07-20HH	H19-00033	HH #1 EXP.
\$3,360.00	HH Prof. Svcs.	2110-201-07-20HH	H19-00033	HH - 5

\$137.88	HS Reimbursables	2110-201-08-1908	H19-00033	HS #1 EXP.
\$377.19	HS Prof. Svcs.	2110-201-08-1908	H19-00033	HS - 5
\$26.25	HH Reimbursables	2110-201-07-20HF	H21-00017	HH #1 EXP.
\$16,254.00	HH Prof. Svcs.	2110-201-07-20HF	H21-00017	HH – 4, 5
\$11.39	HS Reimbursables	2110-201-08-20HL	H21-00019	HS #1 EXP.

- B.12.** Recommendation to approve a change order as indicated below. This change order will increase the contract with JNS Heating, Inc. in the amount of \$979.71 and therefore increase the purchase order to JNS Heating, Inc. H18-00007 in account code H-1620-294-06-1606.

JNS Heating, Inc. (HTS MC-007) represents a reversal of credit change order HTS MC-005 which back-charged the Mechanical Contractor for work thought to have been removed from their scope and performed by the Electrical Contractor instead.

- B.13.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Louis Barbato, Inc. in the amount of \$10,320 which will increase purchase order H20-00036 in account code H1620.293.06.20HT.

Barbato, Inc. (HTS GC-001) for all additional costs required to remove existing topsoil, asphalt and curbing; to provide new topsoil, grade and seed; to provide and install an additional 688 sf of asphalt at the corner of the building and to dispose of asphalt and curbing found below grade properly. The total cost of this work is \$20,848. [This change order was presented to the Board of Education as Proposed Change Order #1 on July 16, 2020 as item B.7 in the estimated amount of \$21,000. We have charged \$10,528 to the allowance authorization (total allowance is \$15,000 leaving a balance of \$4,472 in the allowance) and the balance of the work is an increase to the contract amount.]

- B.14.** Recommendation to approve revisions to the Nassau BOCES Consortium Transportation Contracts for 2020-2021, which were approved on July 31, 2020 (item B.10.) to accommodate one additional student attending an existing school traveling via WE Transport.

- B.15.** Recommendation that, pursuant to receipt of a donation in the amount of \$4,248.30 from the East Hills School P.F.A., the Board of Education hereby accepts the money for deposit to the FINA Fund (TE 0301).

- B.16.** Recommendation to accept, pursuant to receipt by Dr. Scott Andrews, Roslyn High School Principal, a donation from their P.F.A., forty (40) rattan chairs to be used by students in the outdoor courtyards.

- B.17.** Recommendation to accept, pursuant to receipt by Jason Lopez, Assistant to the Superintendent for Technology & Security Infrastructure (Information Technology Specialist III), a donation from IntraLogic Solutions, three (3) Tempe Non-Contact

Wall Mount Infrared Temperature Measurement Systems to be used within the district as we see fit. **(Attachment B.17.)**

B.18. Recommendation by Jessica Kemler, Harbor Hill Principal, to declare as obsolete the following item which is no longer functioning, and cannot be repaired. **(Attachment B.18.)**

- One (1) Amaco Electric Kiln (Roslyn UFSD Asset Tag Number 302152, Property of Roslyn UFSD Asset Tag Number 20080516)

B.19. Recommendation by Dr. Scott Andrews, High School Principal, to declare the following textbooks to be either discarded or sold due to their being outdated and obsolete. **(Attachment B.19.)**

CURRICULUM AND INSTRUCTION:

C&I.1 Recommendation to accept the confidential stipulations of the CPSE for the dates listed below as well as the implementation plans for the corresponding special education programs, services and parent notification as previously approved by the Committee on August 20, 2020; September 2, 3, 4, 10 and 23, 2020.

C&I.2 Recommendation to accept the confidential stipulations of the CSE for the dates listed below as well as the implementation plans for the corresponding special education programs, services and parent notification as previously approved by the Committee on April 22, 2020; August 24, 2020; September 2, 8, 9, 14, 15, 17, 18, 21 and 22, 2020.

Board of Education

BOE.1 WHEREAS, the Board of Education of the Roslyn Union Free School District previously established a repair reserve fund pursuant to General Municipal Law section 6-d; and

WHEREAS, District Administration has recommended an expenditure from the repair reserve fund in an amount not to exceed \$8,000 for the purpose of repairing the boiler room pump/rack apparatus and the VFD (variable frequency drive) at the Harbor Hill School, together with such necessary materials and supplies to complete the repair, including plumbing parts, piping and electrical materials; and

WHEREAS, the Board of Education determined that it is in the best interest of the School District to appropriate funds in an amount not to exceed \$8,000 for such repair of the boiler room pump/rack apparatus and the VFD at Harbor Hill School subject to a public hearing; and

WHEREAS, in accordance with the requirements of the provisions of section 6-d of the General Municipal Law, the Roslyn Union Free School District Board of Education conducted a public hearing on October 8, 2020 at 8:00 p.m. for the purpose of discussing the proposed appropriation of a sum not to exceed Eight Thousand Dollars (\$8,000.00) from the previously established repair reserve fund; and

WHEREAS, there were no objections to the expenditure from the repair reserve fund for the repair;

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Roslyn Union Free School District hereby authorizes the expenditure of Eight Thousand Dollars (\$8,000.00) from the previously established repair reserve fund for the purpose of: repairing the boiler room pump/rack apparatus and the VFD (variable frequency drive) at the Harbor Hill Elementary School, together with such necessary materials and supplies to complete the repair, including plumbing parts, piping and electrical materials.

Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to accept the Personnel Agenda items P.1, P.2 and Addendum P.2, Business/Finance Agenda Items B.1 – B.19, C&I.1 – C&I.2 and BOE.1 as a consent agenda.

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy made a motion to adjourn, seconded by Mr. Saffron, carried by a vote of 7-0 to adjourn at 8:23 p.m.

Respectfully submitted,
Nancy Carney Jones
Nancy Carney Jones
District Clerk