

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

**Thursday, October 8, 2015**

**7:15 p.m.**

**Heights School – Cafeteria**

**7:15 p.m. - Board of Education Meeting**

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

**Recognition:** Winners of the “Business of Doing Good” Challenge

Recommendation to accept the Claims Audit Report for July 2015

Recommendation to accept the minutes from the following meeting(s):  
September 10, 2015  
September 24, 2015

**Board President’s Comments**

**Superintendent’s Comments**

**Student Delegate’s Comments**

**Discussion Item(s):**

1. Acceptance of External Auditors Report (O’Connor Davies)

**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

**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)**
- 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)**
- P.3** Recommendation to approve the Adult Education Instructor Salaries attached as **(Attachment P.3).**

**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: South Huntington Union Free School District  
Services: District of Location Special Education Services for IEP service requirements for one student residing in Roslyn attending private schools in South Huntington for the period of July 1, 2014 thru June 30, 2015  
Fees: Total estimated to be - \$34,377.81

Recommendation to **extend** the following contract [(ii) which was first approved by the Board of Education on November 6, 2014 (item B.8, Bid# 14/15-43], in order to renew:

- (ii) Contractor: Balfour Yearbooks  
Services: Production & supply of the Middle School Yearbook for the 2015-2016 school year  
Fees: Total estimated to be \$7545

Recommendation to **amend** the following contract [(iii) which was first approved by the Board of Education on June 4, 2015 Addendum B.1 (xiii):

- (iii) Contractor: Positive Behavior Support Consulting & Psychological Resources, P.C.  
Services: ABA services for the period of July 1, 2015 to June 30, 2016.  
Fees: Total estimated to be ~~\$174,950~~ \$317,520

- B.2.** Recommendation to increase the 2015-16 budget by appropriating \$3,120 from Fund Balance for two students unable to afford the China Trip. [Roslyn UFSD received Grants in 2012-13, 2013-14 & 2014-15, from Senator Martins. This Grant was a pass through Grant to the Roslyn Little League with the remaining money to be used in part to aid students who were unable to afford the China Trip. The balance of the unappropriated Grant was \$103,130. After this transfer the new balance will be \$100,010.]

- B.3** **Revision which was first approved at the September 10, 2015 BOE meeting, (item B.5):**

**WHEREAS**, on August 7, 2015, an 18 passenger van (2002 Ford E350, Vin # 1FDSE35FX2HA09460 hereinafter referred to as the “2002 Van”) in the School District’s fleet of buses was destroyed due to fire; and

**WHEREAS**, said the replacement of said 2002 van requires immediate action to comply with the School District’s transportation obligations; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education declares the replacement of the 2002 van destroyed due to fire to be an emergency; and

**BE IT FURTHER RESOLVED** that the Board of Education authorizes the replacement of the 2002 van with a 2015 **2016** Girardin MBII 18 passenger van as an ordinary contingent expense and authorizes the Superintendent, or his designee, to take the necessary legal steps to perform said removal and replacement.

## **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 September 30, 2015.

- 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 September 22, 2015 and September 24, 2015.

- C&I.3** Recommendation to approve Thomas Lynch to attend the Project Lead the Way Conference in Binghamton, New York from November 17 through 18, 2015 at an estimated cost to the district of \$588.28.
- C&I.4** Recommendation to approve William Marvin to attend the Project Lead the Way Conference in Binghamton, New York from November 17 through 18, 2015 at an estimated cost to the district of \$334.00.
- C&I.5** Recommendation to approve Lisa Spyridon to attend the Project Lead the Way Conference in Binghamton, New York from November 17 through 18, 2015 at an estimated cost to the district of \$334.00.
- C&I.6** Recommendation to approve Richard Ritter to attend the Project Lead the Way Conference in Binghamton, New York from November 17 through 18, 20125 at an estimated cost to the district of \$588.28.
- C&I.7** Recommendation to approve Elizabeth Brown to attend the Project Lead the Way Conference in Binghamton, New York from November 17 through 18, 2015 at an estimated cost to the district of \$473.28.
- C&I.8** Recommendation to approve Nicholas Curcio to attend the Project Lead the Way Conference in Binghamton, New York from November 17 through 18, 2015 at an estimated cost to the district of \$334.00.
- C&I.9** Recommendation to approve Douglas Sherry to attend the Project Lead the Way Conference in Binghamton, New York from November 17 through 18, 2015 at an estimated cost to the district of \$334.00.
- C&I.10** Recommendation to approve Joseph Dragone to attend the NYSASPA 50th Anniversary Conference in Cooperstown, New York from November 1 through November 3, 2015 at an estimated cost to the district of \$600.00.
- C&I.11** Recommendation to approve Jacqueline Stone Martin to attend the American String Teachers Association National Conference in Tampa, Florida from March 3 through 6, 2016 at an estimated cost to the district of \$1,563.20.
- C&I.12** Recommendation to approve change of date for Elizabeth Brown to attend a college visit to Salisbury University in Salisbury, Maryland from October 1 through 2, 2015, to October 15 through 16, 2015 at an estimated cost to the district of \$0. Change of date due to inclement weather. (Trip approved at the September 10, 2015 BOE meeting, Item C&I.3.)

## **BOARD OF EDUCATION**

**BOE.1** Recommendation that the Board approve the attendance of Nancy Carney Jones at the Eastern Suffolk BOCES District Clerk Semi-Annual Workshop to be held on October 14, 2015 in Holbrook, NY at an estimated cost to be \$38.00 for travel expense.

**BOE.2 RESOLVED**, upon the recommendation of the Citizens Audit Advisory Committee, that the Board of Education of the Roslyn Union Free School District accepts the External Audit Report for the 2014/15 school year submitted by O'Connor Davies, LLP. **(Attachment BOE.2)**

## **Public Comments #2**

## **EXECUTIVE SESSION (if needed)**

## **Adjournment**

Personnel Action Report  
Professional

P.1  
October 8, 2015

Item	Name	Action	Position / Replacing	Location	From	To	Certification / Class / Step / Salary
1	Lawrence Reiff	Appointment	In Service Instructor (not to exceed 80 hours)		10/9/15	6/30/16	\$80/hour
2	Amy Manzone	Rescind Club Appointment	News Within the News		9/1/15		
3	Mary DiBiccari	Appointment	Intramural Worker - Athletics	EH	10/9/15	6/30/16	Per RTA Contract, \$56/hour
4	Amy Braunstein	Appointment	Intramurals - Math Olympiad	EH	10/9/15	6/30/16	Per RTA Contract, \$70/hour
5	Susan Waidenbaum	Appointment	Intramurals - Literacy	EH	10/9/15	6/30/16	Per RTA Contract, \$70/hour
6	Jay Pilnick	Appointment	AP Coordinator	HS	8/31/15	6/30/16	Per RTA Contract
7	Elaine Leon	Appointment	Building Tutor - Math (K. DiDomenico)	HH	10/9/15	6/30/16	Childhood Ed Gr 1-6 (init) & Students w/Disabilities (init) \$60/hour
8	Mary DiBiccari	Appointment	In Service Instructor (not to exceed 8 hours)		10/9/15	6/30/16	\$80/hour
9	Wendy Svitek	Appointment	Shared Decision Making training (not to exceed 2 hours)		10/9/15	6/30/16	\$80/hour
10	Vasiliki Stavropoulos	Revise Start Date	Per Diem Substitute Teacher		9/25/15	6/30/16	Pre-K -Gr 6 (init) \$115/day
11	Susan Hurwitz	Revise Start Date	Per Diem Substitute Teacher		8/31/15	6/30/16	Nursery-Gr 6 (perm) \$115/day
12	Wilfredo Abrahante	Appointment	Home Instruction Tutor		10/9/15	6/30/16	\$60/hour
13	Daniel Freeman	Appointment Coach	Boys' Asst. Varsity Basketball I/4	HS	11/9/15	3/21/16	Per RTA Contract
14	S. Robert Gerula	Appointment Coach	Girls' Bowling III/4	HS	11/9/15	3/21/16	Per RTA Contract
15	Lauren Giordano	Appointment Coach	Ass't Gymnastics V/4	HS	11/9/15	3/21/16	Per RTA Contract
16	Kristen Hamilton	Appointment Coach	Boys Asst. Winter Track II/1	HS	11/9/15	3/21/16	Per RTA Contract
17	Kevin Kearney	Appointment Coach	Boys' Winter Track II/4	HS	11/9/15	3/21/16	Per RTA Contract
18	Jane Lapin	Appointment Coach	Girls' Asst. Winter Track II/4	HS	11/9/15	3/21/16	Per RTA Contract
19	Andrew Marlow	Appointment Coach	Varsity Wrestling VII/4	HS	11/9/15	3/21/16	Per RTA Contract
20	Craig Murphy	Appointment Coach	Boys' Varsity Basketball I/4	HS	11/9/15	3/21/16	Per RTA Contract
21	Noreen Naughton	Appointment Coach	Girls Varsity Basketball I/4	HS	11/9/15	3/21/16	Per RTA Contract
22	Tuan Nguyen	Appointment Coach	Asst. Wrestling VII/1	HS	11/9/15	3/21/16	Per RTA Contract
23	John O'Donnell	Appointment Coach	Girls' JV Basketball I/1	HS	11/9/15	3/21/16	Per RTA Contract
24	Stephanie Orfini	Appointment Coach	Girls' Varsity Gymnastics V/4	HS	11/9/15	3/21/16	Per RTA Contract
25	Beth Shackel-Scott	Appointment Coach	Girls' Varsity Basketball I/3	HS	11/9/15	3/21/16	Per RTA Contract
26	Dane Solomon	Appointment Coach	Boys' Varsity Bowling III/4	HS	11/9/15	3/21/16	Per RTA Contract
27	Jesse Sorensen	Appointment Coach	Boys' JV2 Basketball I/4	HS	11/9/15	3/21/16	Per RTA Contract
28	Vera Trenchfield	Appointment Coach	Girls' Winter Track II/4	HS	11/9/15	3/21/16	Per RTA Contract
29	Gregory Tull	Appointment Coach	Boys' JV Basketball I/4	HS	11/9/15	3/21/16	Per RTA Contract
30	Thomas Valentino	Appointment Coach	Girls Asst Varsity Basketball I/4	HS	11/9/15	3/21/16	Per RTA Contract
31	Tara Berkowitz	Appointment Coach	Girls' Volleyball II/4	MS	11/4/15	1/13/16	Per RTA Contract
32	Louis Buschi	Appointment Coach	Boys' Basketball I/4	MS	11/4/15	1/13/16	Per RTA Contract
33	Andrew Demakopoulos	Appointment Coach	Boys' Basketball I/4	MS	11/4/15	1/13/16	Per RTA Contract
34	Adam Kohart	Appointment Coach	Winter Track II/4	MS	11/4/15	1/13/16	Per RTA Contract
35	Lauren Lopez	Appointment Coach	Girls' Volleyball II/4	MS	11/4/15	1/13/16	Per RTA Contract
36	Sean Lynch	Appointment Coach	Winter Track II/3	MS	11/4/15	1/13/16	Per RTA Contract
37	Colleen Mastriano	Appointment Coach	Boys' Basketball I/4	MS	11/4/15	1/13/16	Per RTA Contract

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
1	Thomas Simeone	Resignation for the Purposes of Retirement	Custodian			EH		6/30/16 (last day of employment)	
2	Dawn Piteo (Aracena)	Probationary Appointment	School Lunch Manager	Comp	Prob	HS	10/26/15		\$70,000
3	Daryl Tiernan	Revise Assignment	Increase by .14 FTE (total of 1 FTE)	Labor		HS	10/9/15		Per RFSA Contract, Grade 4/Step 17
4	Kathleen Brown	Resignation	Monitor					10/8/15	
5	Kathleen Brown	Resignation	Substitute Typist Clerk					10/8/15	
6	Kathleen Brown	Probationary Appointment	Typist Clerk	Comp	Prob	EH	10/9/15		Per RTA Contract, Grade 6A/Step 1 \$38,496

**Adult Education Instructors – Fall 2015  
Begin -10/9/2015 – End 1/31/2016**

<b>Last Name</b>	<b>First Name</b>	<b>Total Salary</b>	<b>Course Name</b>
Pincus	Frances	450.00	Zumba



**Roslyn Union Free School District,  
New York**

Extraclassroom Activity Funds

Statement of Cash Receipts, Cash Disbursements  
and Cash Balances

Year Ended June 30, 2015



## Independent Auditors' Report

**The Board of Education of the  
Roslyn Union Free School District, New York**

### Report on the Financial Statements

We have audited the accompanying statement of cash receipts, cash disbursements and cash balances of the Extraclassroom Activity Funds of the Roslyn Union Free School District, New York, as of and for the year ended June 30, 2015, and the related note to financial statement.

### *Management's Responsibility for the Financial Statement*

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the cash basis of accounting described in Note 1; this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

O'CONNOR DAVIES, LLP

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***Basis for Qualified Opinion***

Controls over cash receipts during the time period between when receipts are first received by student club members and when such receipts are given to School District personnel for initial entry in the accounting records are not sufficient to enable us to extend our audit procedures beyond the receipts recorded. Accordingly, we were unable to form an opinion with respect to the completeness of cash receipts.

***Qualified Opinion***

In our opinion, except for the possible effects of the matter discussed in the basis for qualified opinion paragraph, the financial statement referred to in the first paragraph presents fairly, in all material respects, the cash receipts, cash disbursements and cash balances of the Extraclassroom Activity Funds of the Roslyn Union Free School District, New York as of June 30, 2015 and for the year then ended, in accordance with the cash basis of accounting as described in Note 1.

***Basis of Accounting***

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. The financial statement was prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

***Restriction on Use***

This report is intended solely for the information and use of the Board of Education, the State Education Department and management and is not intended to be and should not be used by anyone other than these specified parties.



**O'Connor Davies, LLP**  
Harrison, New York  
September 30, 2015

Extraclassroom Activity Funds  
Statement of Cash Receipts, Cash Disbursements and Cash Balances  
Year Ended June 30, 2015

	Cash Balances Beginning	Receipts	Disbursements	Cash Balances Ending
<b>HIGH SCHOOL</b>				
AIDS Awareness	\$ 1,325	\$ 361	\$ 100	\$ 1,586
Animal Rights Club	-	453	142	311
Art Club	510	152	150	512
Astronomy Club	5,974	15,532	15,491	6,015
Athletes Helping Athletes	771	1,789	1,880	680
Cheerleaders	305	-	302	3
Chess	69	-	59	10
Chorus	16	-	16	-
DECA/School Store	2,615	42,985	41,835	3,765
Environment	564	752	674	642
Film Society	64	-	-	64
Foreign Language Honor Society	601	2	-	603
Forensics Club	4,321	28,631	32,666	286
Gay Straight Alliance	596	271	77	790
Global Awareness	328	1	110	219
Habitat for Humanity	4	545	545	4
Harbor Hill Light Yearbook	6,048	9,693	6,433	9,308
Honor Society	1,238	608	663	1,183
Jewish Studies Upon	-	112	10	102
Junior Scope	899	1,155	36	2,018
Key Club	2,351	737	50	3,038
Medical Explorers	4	582	-	586
Model Congress	1,371	28	85	1,314
Organization of Class Councils	53,940	83,029	85,060	51,909
Principal's Advisory Committee	603	96	-	699
Beacon newspaper	133	376	250	259
Royal Crown Players	10,913	18,356	26,907	2,362
Research	4,518	1,184	1,411	4,291
SADD	1,725	378	100	2,003
Science Olympiad	437	3,289	2,862	864
Sewing/Fashion	238	118	25	331
Student's for Social Responsibility	969	1,256	1,055	1,170
Special Events/Misc.	1,642	4,439	3,836	2,245
Stock Market	70	-	-	70
Student Prints	120	-	-	120
Tri-M Music Honor Society	1,237	4,365	4,505	1,097
Tzuh-Ling (Chinese Yo-Yo)	50	-	50	-
V.E.D.D.A. (formerly V.E.R.Y.)	161	2,429	2,334	256
Youth Against Cancer	2,517	2,441	2,090	2,868
<b>Total High School</b>	<b>109,247</b>	<b>226,145</b>	<b>231,809</b>	<b>103,583</b>

## Extraclassroom Activity Funds

## Statement of Cash Receipts, Cash Disbursements and Cash Balances

Year Ended June 30, 2015

	Cash Balances Beginning	Receipts	Disbursements	Cash Balances Ending
<b>MIDDLE SCHOOL</b>				
Human Relations	\$ 281	\$ -	\$ -	\$ 281
Languages Club	143	446	249	340
Youth Against Cancer	43	1,044	1,054	33
Scrabble Club	-	871	812	59
Spotlight	4,576	21,592	23,540	2,628
Student Advisory	1,106	1,711	1,934	883
Yearbook	25,279	12,119	8,884	28,514
	<u>31,428</u>	<u>37,783</u>	<u>36,473</u>	<u>32,738</u>
Total Middle School				
	<u>\$ 140,675</u>	<u>\$ 263,928</u>	<u>\$ 268,282</u>	<u>\$ 136,321</u>

The accompanying note is an integral part of the financial statement.

Extraclassroom Activity Funds  
Note to Financial Statement  
June 30, 2015

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**Note 1 - Summary of Significant Accounting Policies**

The transactions of the Extraclassroom Activity Funds are considered part of the reporting entity of the Roslyn Union Free School District, New York. These funds are reflected in the financial statements of the School District within the Agency Fund.

**A. Basis of Accounting**

These financial statements were prepared on the basis of cash receipts and disbursements in conformity with the accounting principles prescribed by the New York State Department of Education, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this basis of accounting, revenues are recognized when cash is received and expenditures are recognized when cash is disbursed.

**B. Deposits and Risk Disclosure**

Cash and equivalents consist of funds deposited in demand deposit accounts, time deposit accounts and certificates of deposit with original maturities of less than three months.

The Extraclassroom Activity Funds deposits and investment policies follow the Roslyn Union Free School District, New York's policies. The School District's deposits and investment policies are governed by State statutes. The School District has adopted its own written investment policy which provides for the deposit of funds in FDIC insured commercial banks or trust companies located within the State. The School District is authorized to use demand deposit accounts, time deposit accounts and certificates of deposit. Permissible investments include obligations of the U.S. Treasury, U.S. Agencies and obligations of New York State or its political subdivisions, and accordingly, the School District's policy provides for no credit risk on investments.

Collateral is required for demand deposit accounts, time deposit accounts and certificates of deposit at 100% of all deposits not covered by Federal deposit insurance. The School District has entered into custodial agreements with the various banks which hold their deposits. These agreements authorize the obligations that may be pledged as collateral. Such obligations include, among other instruments, obligations of the United States and its agencies and obligations of the State and its municipal and school district subdivisions.

Custodial credit risk is the risk that in the event of a bank failure, the School District's deposits may not be returned to it. Governmental Accounting Standards Board Statement No. 40 directs that deposits be disclosed as exposed to custodial credit risk if they are not covered by depository insurance and the deposits are either uncollateralized, collateralized by securities held by the pledging financial institution or collateralized by securities held by the pledging financial institution's trust department but not in the School District's name. The School District's aggregate bank balances that were not covered by depository insurance were not exposed to custodial credit risk at June 30, 2015.

The School District was invested only in the above mentioned obligations and, accordingly, was not exposed to any interest rate or credit risk.

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Link for Attachment BOE.2 External Audit Report

<http://video.roslynschools.org/users/RAUGUSTO/AttachmentBOE2ExternalAuditReport.pdf>

**ROSLYN PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING**

**AGENDA ADDENDUM**

**Thursday, October 8, 2015**

**Personnel  
P.2 Classified**

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
6	Kathleen Brown	Probationary Appoinment	Typist Clerk	Comp	Prob	EH	10/9/15		Per RTA RESA Contract, Grade 6A/Step 1 \$38,496