

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

**Thursday, October 3, 2019**

**7:00 P.M.**

**Roslyn High School – Board Room**

**7:00 p.m. - Board of Education Meeting**

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

Recommendation to accept the minutes from the following meeting(s):  
September 19, 2019

**Board President's Comments**

**Superintendent's Comments**

**Student Delegate's Comments**

**Discussion Item(s):**

Presentation of Independent Audit to Board of Education – Jill Sanders

**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: Long Island University – C.W. Post  
Services: 2020 High School graduation at Tilles Center on June 26, 2020 (Rehearsal June 23, 2020)  
Total estimated to be \$13,136.00
  - (ii) Contractee: Locust Valley Union Free School District  
Services: One (1) student from Locust Valley to attend The Hilltop Academy for the 2019-2020 school year September 24, 2019 through June 26, 2020  
Fees: Total estimated to be \$69,078.95 (Prorated)  
(Roslyn to receive)
  - (iii) Contractee: Massapequa Public Schools  
Services: One (1) student from Massapequa to attend The Hilltop Academy for the 2019-2020 school year September 25, 2019 through June 26, 2020  
Fees: Total estimated to be \$68,684.21 (Prorated)  
(Roslyn to receive)

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

- (iv) \*Contractor: Walsworth Publishing Company  
Services: Printing of 2019-20 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 [(v) which was first approved by the Board of Education on October 4, 2018 (item B.7, Bid# 18/19-43)], in order to renew:

- (v) \*Contractor: Herff Jones  
Services: Printing of 2019-20 Roslyn Middle School yearbooks  
Fees: Total estimated to be \$9,650.00  
(Subject to an amendment to be prepared by district counsel)

Recommendation to **amend** the following contract (vi) which was approved by the Board of Education on June 27, 2019 (item B.1. (xxi)):

- (vi) \*Contractor: Metro Therapy, Inc.  
Services: Various services for the 2019-20 school year as specified in the agreement  
Fees: Total estimated to be ~~\$12,500~~ \$13,200 (~~\$500~~ \$1,200 for the summer program; \$12,000 for the school year)  
(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (vii) which was approved by the Board of Education on August 26, 2019 (item B.22.):

- (vii) **BE IT RESOLVED:** that the Board of Education of the Roslyn Union Free School District does hereby elect to provide the pension benefit of Section 41(j) of the Retirement and Social Security Law, as presently or hereafter amended.

**BE IT FURTHER RESOLVED:** that the effective date of such shall be the ~~twenty-seventh day of August, 2019~~ *sixth day of September, 2019.*

**B.2.** Recommendation to approve Capital Budget Appropriation Transfers as per attached. **(Attachment B.2.)**

**B.3.** Recommendation to approve a payment in the amount of \$25,197.94 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 7/31/2019.

- B.4.** 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 #
\$16.58	Bus Garage Demo Reimbs.	2110-201-03-1501	H15-00015	RSD 2019-12 EXP.
\$47.19	Hts. Reimbs.	2110-201-06-1506	H15-00015	RSD 2019-12 EXP.
\$29.86	HS Reimbs.	2110-201-08-1508	H15-00015	RSD 2019-12 EXP.

- B.5.** 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 #
\$249.50	HS Reimbursables	2110-245-08-1908	H19-00022	3
\$1,627.50	HS Reimbursables	2110-245-08-1908	H19-00022	4
\$12.83	HS Reimbursables	2110-245-08-1908	H19-00022	5

- B.6.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Maccarone Plumbing in the amount of \$8,445.19 and therefore increase the purchase order to Maccarone Plumbing H18-00010 in account code H-1620-295-06-1606.

Maccarone Plumbing, Inc. (HTS PC-004) for the cost to provide labor and materials to install an interior grease trap in the existing kitchen for the new sanitary system as per the NCDOH requirement and the approved sanitary systems. This was first presented to the Board of Education as a pending change order #5 in the estimated amount of \$8,500 as item B7 on the agenda of 7/10/2018.

- B.7.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Maccarone Plumbing in the amount of \$3,963.21 and therefore increase the purchase order to Maccarone Plumbing H18-00010 in account code H-1620-295-06-1606.

Maccarone Plumbing, Inc. (HTS PC-005) for the cost to provide labor and materials to relocate piping in the basement which was in the way of both new ductwork and case work in the Art room. There was limited space available to accommodate these items. This work was a critical path item. Park East Construction verified both the time and materials needed to complete the work at the time it was undertaken. This was first presented to the Board of Education as a pending change order #8 in the estimated amount of \$4,000 as item B8 on the agenda of 10/18/2018.

- B.8.** Recommendation to approve a change order as indicated below. This change order will increase the contract with JNS Heating, Inc. in the amount of \$25,298.18 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-006) represents premium time labor costs incurred in order to complete numerous work items necessary for the opening of school in September, 2018.

- B.9.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Lavada, Inc. in the amount of \$11,200 and therefore increase purchase order H19-00035 in account code H-1620-293-06-1606 for the work taken over from Baruti.

Lavada (HTS Lavada-001) represents the cost to provide labor and materials in order to address two issues with respect to the canopy at the front entrance to the Heights School.

### **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 11, 18 and 23, 2019.

- 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 August 28, 30, 2019; September 9, 11, 12, 13, 17, 18, 23 and 24, 2019.

- C&I.3** Recommendation to approve the creation of one (1) new High School club for the 2019-2020 school year – International Thespian Honor Society Club.

### **BOARD OF EDUCATION:**

- BOE.1 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 2018-2019 school year submitted by Cullen Danowski, LLP.

### **Public Comments #2**

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

### **Adjournment**

Personnel Action Report  
Professional

P.1  
October 3, 2019

Item	Name	Action	Position/Replacing	Location	From	To	Tenure Area	Certification/Class/Step/Salary
1	Taylor Gershberg	Tenure Appointment	Elementary Teacher	EH	2/29/20		Elementary	
2	Erica Siegmann	Probationary Appointment	Teaching Assistant	HH	10/7/19	Prob. Ends 10/6/23	Teaching Assistant	PreK-Gr. 6, Grade 3/Step 2, Per RPA Contract
3	Regina Colardi	Appointment	Facilitator for Professional Development (not to exceed 12 hours)	District	10/4/19	6/30/20		\$90/hour
4	Lois Kappel	Substitute Appointment	Per Diem Substitute Teacher		10/4/19	6/30/20		\$130/day
5	Laura Wenzel	Appointment	Honor Society	HS	10/4/19	6/30/20		Per RTA Contract
6	Danilla Lazarus	Resignation	Home Instruction Tutor and Per Diem Substitute Teacher			8/24/19 (last day of employment)		
7	Barbara McKeown	Substitute Appointment	Per Diem Substitute Teaching Assistant		10/4/19	6/30/20		\$100/day
8	Paulina Vastardis	Revise Substitute Appointment	Per Diem Substitute Teaching Assistant		9/3/19	On or about 10/18/19		\$100/day
9	Jonathan Piccirillo	Coach Appointment	JV Boys' Tennis IV/2	HS	3/16/20	6/6/20		Per RTA Contract
10	Mark Steinmuller	Coach Appointment	Baseball II/3	MS	3/30/20	6/6/20		Per RTA Contract
11	Catherine Lenoci	Appointment	Intramural Activity - Athletics	HS	10/4/19	6/30/20		Per RTA Contract
12	Amy Fetters	Appointment	Intramural Activity - Athletics	MS	10/4/19	6/30/20		Per RTA Contract
13	Ann Jacobs	Appointment	Intramural Activity Substitute	MS	10/4/19	6/30/20		Per RTA Contract
14	Wilfredo Abrahante	Substitute Appointment	Intramural Activity Substitute	MS	10/4/19	6/30/20		Per RTA Contract
15	Tara Lane	Substitute Appointment	Intramural Activity Substitute	MS	10/4/19	6/30/20		Per RTA Contract
16	Jacqueline Stone Martin	Substitute Appointment	Intramural Activity Substitute	MS	10/4/19	6/30/20		Per RTA Contract
17	Cecily Lawrence	Appointment	World Language	MS	10/4/19	6/30/20		Per RTA Contract
18	Cynthia Feinman	Appointment	International Thespian Honor Society	HS	10/4/19	6/30/20		Per RTA Contract
19	Jennifer Marshall	Appointment	After School Instructional Teaching - PACT	HTS	10/4/19	6/30/20		Per RTA Contract
20	Stacy Neal	Appointment	After School Instructional Teaching - PACT	HTS	10/4/19	6/30/20		Per RTA Contract
21	Karen Buschfrers	Appointment	After School Instructional Teaching - PACT Substitute	HTS	10/4/19	6/30/20		Per RTA Contract

Personnel Action Report  
Classified

P.2  
October 3, 2019

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
1	Anardo Baez	Resignation	Part-Time Cleaner			HS		9/9/19 (last day of employment)	
2	Anne-Marie Monahan	Probationary Appointment	Account Clerk (L. Jacobs)	Comp	Prob	MS	On or about 10/21/19*		Grade 8A/Step 4, Per RESA Contract
3	Frantz Defay	Resignation from Position	Part-Time Bus Driver					On or about 10/20/19	
4	Frantz Defay	Probationary Appointment	Full Time Bus Driver Split Shift (P. Lawrence)	Non-comp	Prob	Bus	On or about 10/21/19*		Grade 4/Step ENT, Per RCBDMA Contract

*\*Pending Civil Service Approval*

Adult Education Instructors	Fall 2019 & Winter 2020	9/1/19-2/28/20	
LAST NAME	FIRST NAME	\$ TOTAL	COURSE NAME
Weissman	Ruth	431.50	New Zumba Instructor



Item	Transfer Dollar Amount	From Code	Previous Appropriation	Revised Appropriation	To Code	Previous Appropriation	Revised Appropriation
1	\$ 383.50	H1620 000 03 1898 Unallocated Budget 2017/18	\$ 363,513.36	\$ 363,129.86	H1620 293 03 1801 General Construction Horse Tamer	\$ 289,276.75	\$ 289,660.25
For: bronze sign							
2	\$ 2,475.00	H1620 000 03 1898 Unallocated Budget 2017/18	\$ 363,129.86	\$ 360,654.86	H2110 246 07 1507 Engineering & Testing 009-025	\$ 56,495.33	\$ 58,970.33
For: HH ATHLETIC FIELDS							

**APPROVED:**            **Joseph C. Dragone** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**APPROVED:**            **Allison Brown** \_\_\_\_\_ **DATE** \_\_\_\_\_

**APPROVED:**            \_\_\_\_\_ **Item #:** \_\_\_\_\_

**ROSLYN PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING**

**AGENDA ADDENDUM  
Thursday, October 3, 2019**

**Personnel:**

**P.1 Professional**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
22	Kathleen Miller	Appointment	.05 Music Overage	HH	10/4/19	6/30/20		Per RTA Contract

**BUSINESS & FINANCE:**

**B.10.** Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect and the construction manager and the contractor will be subsequently presented for formal approval by the board of education and executed by the board president at a future meeting; and 3) the amount estimated for these change orders will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

HS Locker Room General Construction PCO #6: RENU Proposed Change Order #6 (High School) in order to provide labor only for the installation of the new countertops in the boy's high school locker room coaches office (Countertop / casework to be provided by Nickerson) at an estimated cost of \$1,000. (**Advisory B.10.**)