

ROSLYN UNION FREE SCHOOL DISTRICT
Meeting of the Board of Education
Thursday, March 10, 2016
8:00 p.m.
Roslyn High School – Board Room

MINUTES

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

ALSO PRESENT

Gerard W. Dempsey, Jr.	Superintendent
Allison Brown	Deputy Superintendent
Joseph C. Dragone	Assistant Superintendent for Business
Michael Goldspiel	Assistant Superintendent for Curriculum & Instruction
Nancy Carney Jones	District Clerk
Nathan Yang	Student Delegate

7:00 p.m. - Executive Session

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 6-0 (Mr. Litvack had not arrived yet); that the Board of Education adjourns to Executive Session at 7:00 p.m.

The Executive Session adjourned at 8:15 p.m. The Board reconvened in Public Session in the High School Board Room at 8:24p.m.

8:00 p.m. - Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recognition Cole Faller – **2016 Prudential Spirit of Community Award**
Jesse Faller, Luke and Sophie Greenfield – **Go Long for Luke**

The Board of Education presented certificates of recognition to Cole and Jesse Faller and Luke and Sophie Greenfield for creating *Go Long for Luke* in 2013, an annual flag football tournament that raises awareness and funds for Autism in the community.

Mr. Craig Johanson, Middle School Principal, nominated Cole Faller for the 2016 Prudential Spirit of Community Award for creating *Go Long for Luke*. On February 5, 2016 Cole was informed that he had been selected as New York's top Middle Level Youth Volunteer. Ms. Allyson Swidler, a Prudential representative and Roslyn resident, presented Cole with the Prudential Spirit of Community silver medallion for his outstanding volunteer work. He will also be honored in Washington D.C. on April 30 – May 3, 2016 with 101 other State Honorees.

On behalf of the Board of Education, Ms. Ben-Levy thanked the students and their families for their exceptional leadership for creating *Go Long for Luke*.

Recommendation to accept the Claims Audit Report for January 2016

Mr. Dubner moved, seconded by Mr. Haber, and carried by a vote of 7-0, to accept the Claims Auditors Report for January 2016.

Recommendation to accept the minutes from the following meeting(s):
February 11, 2016 and February 25, 2016

Mr. Saffron moved, seconded by Mr. Dubner, and carried by a vote of 7-0, to accept the minutes for February 11, 2016 and February 25, 2016.

Board President's Comments

Ms. Ben-Levy commented on the beautiful art work on display in the board room from the students at Harbor Hill. She thanked Ms. Faust, Harbor Hill Principal for sharing the work with the Board of Education. Ms. Ben-Levy stated she would be devoting the remainder of the comments to the Custodial and Facilities staff and she recognized those members that were in attendance this evening. On behalf of the Board of Education she thanked the men and woman of the facilities staff and expressed her appreciation for everything they do to keep our buildings safe and clean.

Mr. Haber thanked the facilities department for being the backbone of the community.

In addition, Ms. Ben-Levy commented on the outstanding job the department did to clear the property after the snow storm on Friday, February 5th so the Middle School production of *Fiddler on the Roof* could be performed.

Superintendent's Comments

Mr. Dempsey passed on comments this evening.

Student Delegate's Comments

Mr. Yang announced that Spirit Week and Clash of Classes will be held next week. He commented the students are very excited about a new relay race the committee has added to this annual event.

In addition, he announced four High School students competed in the Long Island Science and Engineering Fair and the students placed in first, second, third and honorable mention. Mahip Grewal placed first and in May will be attending the International Science and Engineering Fair in Phoenix, Arizona.

Discussion Item(s):

Bond Projects

1. Schedule for First Three Projects - James Wojcik, Park East Construction and Kevin Carpenter, Assistant to the Superintendent for Administration & Special Projects presented a power point presentation on the project schedule for the Transportation and Maintenance facility, East Hills and the Roslyn Middle School. He outlined the following schedule:

- Transportation and Maintenance facility -
 - ◆ Building/Site Work - March 14, 2016 - November 30, 2016.
- East Hills –
 - ◆ Athletic Fields and Parent Drop - April 1, 2016 - August 15, 2016
 - ◆ Electrical upgrades (After Hours) - April 1, 2016 – June 24, 2016
 - ◆ Library Renovation – June 27, 2016 – October 28, 2016
 - ◆ Interior and site work – June 27,2016 – August 15, 2016
- Middle School –
 - ◆ Site work – June 27, 2016 – August 15,2016
 - ◆ Electrical upgrades (After Hours) April 1, 2016 – June 24, 2016
 - ◆ Interior Work – June 27, 2016 – August 15, 2016

The Board entered into a discussion in regard to the construction timeline. The following items were discussed: a ground breaking ceremony at the new transportation facility, proactive communication with the community in regard to the construction timeline, the impact on arrival and dismissal times at East Hills School, the possibility of weekend work, all second shift work will take place inside the buildings only, being proactive with communication to the Village and the hours of construction at the transportation facility will be from 8:00am to 4:00pm.

Construction Implementation Plan (CIP) – Mr. Kevin Carpenter

Mr. Carpenter presented a PowerPoint presentation “*Construction Implementation Plan*” or “*CIP*” *The Process of putting a construction plan into effect*”. He explained that each set of construction plans contains a CIP document which includes a list of 43 general notes. These notes outline what is expected from the contractors and their crews during construction of the projects. Examples of these notes are:

- 2e – Workers shall be required to wear photo identification badges at all times.

- 3a – Workers may not use corridors designated for students or school staff.
- 14 – Contractor’s personnel shall not converse with school employees, children or the public.
- 16 – No deliveries will be allowed during bus drop off or pick up hours as determined by the school.

Mr. Dempsey announced the following:

Harbor Hill - a temporary parking area will be created on the back field.

Middle School – due to construction Summer School will be moved to the High School.

East Hills – the new athletic fields will be completed by September 2016 but will not be able to be used until Spring 2017.

Budget Topics

2. Facilities Update – Kevin Carpenter, Assistant to the Superintendent for Administration & Special Projects presented a PowerPoint presentation “2016-2017 Roslyn U.F.S.D. Facilities and Operations Budget Presentation March 10, 2016”

Mr. Carpenter presented a budget of \$2,814,413.00 which represents a decrease of \$109,525.00 from last year. He attributes the reduction to the cost of oil and supplies. Possible equipment purchases outlined in the budget include: custodial equipment, 4x4 Pick up/Plow truck, 4x4 SUV, Brush Cutter, Building backup generator, tractor mower, various handheld power tools and portable radios. The Board asked Mr. Carpenter if the department had a wish list and one of the items they would like to be considered is a John Deere Skid Steer to help with snow removal around the district.

The Board of Education and Administration thanked the facilities crew for all their hard work throughout the year and especially for the clean ups during the recent snow storms.

3. Health, Physical Education and Athletics – Tom Howard, Interim Director of Health, Physical Education and Athletics presented a PowerPoint presentation *Health, Physical Education and Athletics Budget 2016-17*. Mr. Howard presented a budget of \$1,319,281.00 a reduction of \$70,052.00 from last year’s budget. He attributed the savings to the purchase of fewer uniforms and the reduction in official fees and supervision all which had been over budgeted at the Middle School level in the past. He announced that the District had completed the NYS mandated first aid and “Hands Only” CPR training as of February 19th, 2016. Mr. Howard is recommending the introduction of a program called the Captain’s Council. This will be a breakfast meeting for the team captain’s to meet throughout the year to talk about goal setting and to train the team captain’s how to be leaders. Included in Mr. Howard’s presentation was a discussion on safety concerns and the use of concussion sensors in our football helmets. He researched

the cost and reliability of the sensors for the Ridell and Schutt helmets. In addition, Head Health Network, a company that installs monitoring chips in the helmets did an onsite presentation to Mr. Dempsey, Ms. Brown and Mr. Howard. Based on his research, Mr. Howard is recommending the District does not install sensors or chips in the helmets at this time. He based his recommendation on the fact that the technology is new and has reliability issues. Instead he is recommending professional development and additional training for our coaches.

The Board entered into a discussion on professional development for the physical education teachers and coaches.

4. Tax Levy Limit and Bond Schedule – Joseph Dragone (Attachment D.I.4)
Bond Schedule - Mr. Dragone presented two (2) Estimated Debt Service Schedules for borrowing \$9,000,000.00. One schedule was for 15 years at 2.25% and the second for 20 years at 2.50%. Mr. Dragone recommended the 15 year amortization schedule which will save the District approximately \$843,000.00 in interest payments. Mr. Dragone stated that the 15 year borrowing schedule is more closely aligned with the state aid the District will receive over the 18 years of the project. (18 years is the PPU (probable period of usefulness) that the State Education Department establishes for state aid.) The district recently completed payments of \$814,000 in debt services. If the district borrows \$9,000,000.00 for 15 years at 2.25% it will add \$712,000.00 to this year's budget.

Tax Levy Limit – Mr. Dragone presented a PowerPoint presentation explaining how to calculate the Tax Levy Limit. The tax levy limit for the 2016-2017 with exclusions is \$91,709,980.40 or .60%.

Budget Changes to Date - Included in tonight presentation was an update to the 2016-2017 budget. Cumulative changes include decreases in the Teacher's Retirement System, Garage Equipment, and Instructional Furniture for a total reduction of \$314,903.00. Increases to the budget include Transportation Equipment and Debt Service for a total of \$848,100.00. The current proposed budget is \$105,114,069.00.

The Board entered into a lengthy discussion on the proposed bond schedules. A decision was made to use the 15 year debt service schedule at 2.25%. This borrowing rate is lower than the rate that was proposed when the community approved the bond referendum in 2014.

In addition, the Board discussed the need to do a better job in keeping the community informed on the excellent job the Board and Administration are doing in running the District and reminding the community of the what has been accomplished in the recent years. The Board discussed the need to reach out to local municipalities to look for opportunities for grants to help finance work that needs to be done in the District.

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 public comment.

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)**

Addendum Professional

P.1

Name	Action	Position Replacing /	Type	Location	From	To	Tenure Area	Certification / Class / Step / Salary
Brostowski, Michael	Probationary Appointment	Director of Physical Education, Interscholastic Athletics, Recreation and Health (Peter Melore)	Prob. 4 years	District	On or about 5/16/2016	Probation Ends on or about 5/15/2020	Director of Physical Education, Interscholastic Athletics, Recreation and Health	SDL (prof), Phys Ed & Health (perm) per RASA Contract \$158,000 per annum (pro-rated) 5/15/16 – 6/30/17

Mr. Dubner moved, seconded by Dr. Valauri and carried by a vote of 7-0, to

approve Agenda Items numbered P.1, P.2, 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: Syosset Central School District
Services: District of Location Special Education Services for IEP service requirements for one student residing in Roslyn attending private schools in Syosset for the period of July 1, 2014 thru June 30, 2015
Fees: Total estimated to be \$2,800
- (ii) Contractor: Hicksville School District
Services: 2015/2016 Health Services for 1 student attending out of district schools.
Cost- \$647.74 per student
Total estimated to be \$647.74
- (iii) Contractor: Syosset Central School District
Services: July 1, 2015 - June 30, 2016 Health Services for 1 student attending out of district schools.
Cost- \$886.62 per student
Total estimated to be \$886.62
- (iv) Contractor: Great Neck Union Free School District
Services: September 1, 2015- June 30, 2016 Health Services for 25 students attending out of district schools.
Fees: Cost- \$982.85 per student
Total estimated to be \$24,571.25
- (v) Contractor: Uniondale Union Free School District
Services: Health Services for 15 students attending out of district schools for the 2015/2016 school year.
Fees: \$646.34 per student
Total estimated to be \$9,695.10
- (vi) Contractor: Hauppauge Public Schools
Services: Health Services for 1 student attending out of district schools for the 2015/2016 school year.
Fees: \$946.59 per student
Total estimated to be \$946.59

B.2. Recommendation to approve general fund appropriation transfer requests:

<u>FROM BUDGET CODE</u>	<u>TO BUDGET CODE</u>	<u>AMOUNT</u>
2850-448-08-6700-801	5550-430-03-9000-510	\$45.54
Co-Curr Field Trips	Trans Public Service	
	Subtotal	\$45.54

REASON FOR TRANSFER REQUEST: To cover the tolls for different trips. Total adjustments in budget code 2850-448-08-6700-801 are in excess of \$10,000.

B.3. Recommendation to approve general fund appropriation transfer requests:

<u>FROM BUDGET CODE</u>	<u>TO BUDGET CODE</u>	<u>AMOUNT</u>
2110-448-09-9000-901	2110-490-09-9000-901	\$9,000.00
Tchg Field Trips MS	BOCES Trips & Conferences	
	Subtotal	\$9,000.00

REASON FOR TRANSFER REQUEST: To fund BOCES trips and conferences. Trips were booked under BOCES that were budgeted under Tchg Field Trips.

B.4. Recommendation to approve a payment in the amount of \$31,406.66 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 1/31/2016.

B.5. Recommendation that, pursuant to receipt of a gift in the amount of \$65,000 from READ, the Board of Education hereby accepts the gift, and increases the appropriation in 2630-220-03-1100-311 (*Computer Hardware*) by \$65,000 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.

B.6. Recommendation that, pursuant to receipt of a gift in the amount of \$36.32 from Schoola, the Board of Education hereby accepts the gift, and increases the appropriation in 2020-450-06-9000-601 (*Supvsn Office Supp Hts*) by \$36.32 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.

B.7. Recommendation that, pursuant to receipt of a gift in the amount of \$719.03 from Target, the Board of Education hereby accepts the gift, and increases the appropriation in 2110-450-07-9000-701 (*Supvsn Supplies HH*) by \$719.03 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.

B.8. Recommendation that, pursuant to receipt of a gift in the amount of \$135.95 from Target, the Board of Education hereby accepts the gift, and increases the appropriation in 2020-450-09-9000-901 (*Administrative Supplies MS*) by \$135.95 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.

- B.9.** Recommendation that, pursuant to receipt of a gift in the amount of \$81.45 from Target, the Board of Education hereby accepts the gift, and increases the appropriation in *2020-450-06-9000-601 (Supvsn Office Supplies Hts)* by \$81.45 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.
- B.10.** Recommendation that, pursuant to receipt of a gift in the amount of \$221.03 from Target, the Board of Education hereby accepts the gift, and increases the appropriation in *2110-459-04-9000-401 (Classroom Library Books/Book of the Month EH)* by \$221.03 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.
- B.11.** Recommendation that, pursuant to receipt of a gift in the amount of \$84.07 from Target, the Board of Education hereby accepts the gift, and increases the appropriation in *2020-450-08-9000-801 (Supvsn Supplies HS)* by \$84.07 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.
- B.12.** Recommendation to accept, pursuant to receipt by Scott Andrews of a donation from Ellen Golding, an Altspot 1000Q Spotlight, for the Roslyn High School auditorium. The spotlight is in excellent condition and does not require any service or special parts.
- B.13.** Recommendation by Scott Andrews, High School Principal, to declare the 3M Security Gate located at the door of the library to be discarded due to obsolescence. The system was installed in 1991 and is now outdated and has no value and will be scrapped.

District Bar Codes: 000905 and 20081269

- B.14.** Recommendation by Kevin Carpenter, Assistant to the Superintendent for Operations, to declare as surplus the attached list of items... various pieces of furniture and equipment that are broken and non-repairable, have no value and will be scrapped. **(Attachment B.14)**

Mr. Saffron moved, seconded by Mr. Seinfeld carried by a vote of 7-0, to approve Agenda Items numbered B.1–B.14.

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 February 24, 2016.

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 January 28, 2016, January 29, 2016 and February 12, 2016.

C&I.3 Recommendation to approve Joseph Dragone to attend the NYSASBO Annual Meeting in Saratoga Springs, New York from June 12 through 15, 2016 at an estimated cost to the district of \$1,087.00.

Mr. Dubner moved, seconded by Mr. Litvack carried by a vote of 7-0, to approve Agenda Items numbered C&I.1 – C&I.3.

BOARD OF EDUCATION

BOE.1 Recommendation to conduct the *second reading* of Board of Education Policy 4526.1 (**Attachment BOE.1**)

BOE.2 Recommendation to adopt the 2016-2017 Board of Education Calendar of Meetings (**Attachment BOE.2**).

BOE.3 Be it resolved, that the Board of Education hereby nominates Robert "B.A." Schoen for Trustee for the Nassau BOCES Board of Education. (**Attachment BOE.3**)

Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 7-0, to approve Agenda Item BOE.1 - BOE.3.

Public Comments #2

No public comment.

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 10:30 p.m.**

Respectfully submitted,

Nancy Carney Jones

**Nancy Carney Jones
District Clerk**