

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

Tuesday, May 17, 2016

9:30 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

ABSENT

7:40 p.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 7:40 p.m.

The Executive Session adjourned at 8:45 p.m. The Board reconvened in Public Session in the High School Board Room at 9:53 p.m.

9:53p.m. - Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

BUSINESS MEETING IMMEDIATELY FOLLOWING ELECTION RESULTS

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the minutes from the following meeting:
May 5, 2016

Dr. Valauri moved, seconded by Mr. Dubner, carried by a vote of 6-0, (Mr. Saffron abstained) to accept the minutes for May 5, 2016.

Ms. Ben-Levy thanked the Art department for displaying some of the High School student's artwork on the stage during the Budget Vote. Ms. Ben-Levy stated "the artwork added joy to the day."

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 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.

Mr. Goldspiel called from the floor to correct P.2 Item 1 to include the FROM date.

Ms. Ben-Levy commented on Addendum P.1, Item 8. She remarked this line item will be accepted with a heavy heart as "it is the end of an era".

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

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Certification / Class / Step / Salary
8	Tammy Breitman	Resignation for the Purposes of Retirement	Music	MS		6/30/16 (last day of employment)	

P.2 Classified

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
1	Gerard Fitzpatrick	Part-Time Appointment	Part-Time Cleaner (A. Esposito)		p/t	Facilities	5/25/16		\$12.25/hour

P.3 Recommendation to approve the Adult Education Instructor Salaries attached as: **Adult Education Instructors – Spring 2016 Start 5/23/2016– End 6/27/2016**

Last Name	First Name	Total Salary	Hourly Rate	Course Name
Tzochev	Kiril	363.00	36.30	Watercolor

Mr. Saffron 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, P.2 and P.3

Mr. Dragone called from the floor to withdraw Item B.5

BUSINESS/FINANCE:

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

B.1. Recommendation to **amend** the following contracts [(i) which was first approved by the Board of Education on June 4, 2015 (items B.1(iv)):

- (i) Contractor: Creative Tutoring, Inc.
 Services: Tutoring services as necessary for the period of July 1, 2015 through June 21, 2016
 Fees: \$40.00 per hour
 Total estimated to be \$22,800, an increase of \$12,800

Recommendation to **extend** the following contract [(ii) which was first approved by the Board of Education on June 25, 2015 (item B.21, Bid# 15/16-35A), in order to renew:

- (ii) Contractor: Courier Printing Corp
Services: Printing of Adult Education Fall 2016 and Spring 2017 Catalogues 2016-2017 school year
Fees: Total estimated to be \$14,896.00

Recommendation to **extend** the following contract [(iii) which was first approved by the Board of Education on June 25, 2015 (item B.21, Bid# 15/16-35A), in order to renew:

- (iii) Contractor: The Marsid M & M Group
Services: Printing of Course Offering Books 2016-2017 school year
Fees: Total estimated to be \$650.00

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).

- (iv) Contractor: Port Washington Union Free School District
Services: Health Services for 4 students attending out of district schools for the 2015/2016 school year.
Fees: Cost- \$861.78 per student
Total estimated to be \$3,447.12
- (v) Contractor: Mineola Union Free School District
Services: 2015-2016 Health Services for 19 students attending out of district schools
Cost- \$780.00 per student
Total estimated to be \$14,820.00
- (vi) Contractor: Commack Union Free School District
Services: Health Services for 2 students attending out of district schools for the 2015-2016 school year.
Cost- \$1,095.68 per student
Total estimated to be \$2,191.36
- (vii) Contractor: Westbury Union Free School District
Services: Health Services for 5 students attending out of district schools for the 2015-2016 school year.
Cost- \$783.68 per student
Total estimated to be \$3,918.40

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

B.3. Recommendation to approve General Fund Budget appropriation transfer requests as per **Attachment B.3.** [This is an annual set of transfers required to bring the 2015-16 budget into balance at the ST-3 level.]

B.4. Recommendation to approve general fund appropriation transfer requests:

<u>FROM BUDGET CODE</u>	<u>TO BUDGET CODE</u>	<u>AMOUNT</u>
2810-131-03-9000-308 Secondary Home Instructor	2810-474-08-9000-308 Contract Home Instruction	\$5,000.00
	Subtotal	\$5,000.00

REASON FOR TRANSFER REQUEST: Higher than anticipated need for contract services for home instruction.

~~**B.5.** Recommendation to approve general fund expenditure transfer requests:~~

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1621-429-03-9000-310	Maint Uniforms	\$5,000
1621-446-04-9000-310	Maint-Building/East Hills	\$3,000
	Subtotal	\$8,000

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1620-450-03-9000-310	Cust Supplies-Dist	\$8,000
	Subtotal	\$8,000

~~REASON FOR TRANSFER REQUEST: To cover the cost of additional custodial supplies to complete the school year. **[Withdrawn]**~~

B.6. 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 Co-Curr Field Trips	5510-163-03-9000-303 Trans N C Sal Suplm	\$12,307.75
	Subtotal	\$12,307.75

REASON FOR TRANSFER REQUEST: To cover the costs of trips from Roslyn High School.

B.7. 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 Co-Curr Field Trips	5550-430-03-9000-510 Trans public service	\$120.00
	Subtotal	\$120.00

REASON FOR TRANSFER REQUEST: To cover the tolls for trips from Roslyn High School.

B.8. Recommendation to approve general fund expenditure transfer requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2020-450-08-9000-801	Supvn Supplies	\$2,000
2110-450-08-1200-801	Eng Supplies	\$1,000
2110-450-08-2200-801	Sci Supplies	\$2,500
2110-450-08-2300-801	SS Supplies	\$900
2110-450-08-1800-801	Math Supplies	\$1,000
2110-450-08-2600-801	WL Supplies	\$750
2110-450-08-2800-801	Matls & Supplies AP	\$2,000
2110-450-08-3000-801	TCHG HS STEM Supplies	\$2,000
2850-450-08-6500-801	March Band Supplies	\$2,000

Subtotal **\$14,150**

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2630-450-03-1100-311	Comp Supplies DW	\$14,150

Subtotal **\$14,150**

REASON FOR TRANSFER REQUEST: District wide toner, ink and paper.

B.9. Recommendation to approve a payment in the amount of \$34,296.47 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 4/30/2016.

B.10. 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 #
\$6,500	DW Capital Project	2110-201-03-1502	H15-00015	12
\$12,500	EH Capital Project	2110-201-04-1504	H15-00015	12
\$5,500	MS Capital Project	2110-201-09-1509	H15-00015	12

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 #
\$5,780.72	Bus Garage	2110-245-03-1502	H15-00014	20
\$9,083.74	EH Site & Field	2110-245-04-1504	H15-00014	10
\$7,450.03	EH Professional	2110-245-04-1504	H15-00014	13

	Services			
\$4,958.79	HH Reimbursables	2110-245-07-1507	H15-00014	14
\$4,960.00	HS Reimbursables	2110-245-08-1508	H15-00014	15
\$2,523.38	MS Professional Services	2110-245-09-1509	H15-00014	10

B.12. Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change order 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 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 this change order will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

A. WJ Northridge PCO #1 (EH Field) for Drywell replacement at an estimated cost of \$8,280 and Door revisions estimated at \$4,200.

[It was discovered that two existing drywells are constructed of cement block (cmu) and at least one of them needs to be changed to cast concrete. The other drywell may have to be abandoned. A decision will be made at a later date as we proceed with the work in the area. The drywell to be replaced at this time is on the critical path to completion of this project on time. In addition, changes have been made to the new location of the new electrical gear in the basement. Therefore door installations have been deleted and others increased in size as well as the removal and reinstallation of a corridor door required to load new equipment into its place. We will have the finalized change order presented to the BOE as soon as possible but we need to have this proposed change order approved as soon as possible. The contract amount will be increased by \$12,480]

B.13. Recommendation by Scott Andrews, High School Principal, to declare the following list of books to be discarded due to obsolescence.

- 100 non-fiction and reference books
- 85 paperback novels
- 224 issues of American Heritage Magazine (1955-1994)
- 25 video cassettes

The printed materials are being removed as they fall into the following categories:

- Out of date
- No longer relevant
- Have not circulated for 10-20 years
- In poor condition
- Information has been superseded by newer material

Addendum

B.14. 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 Secondary Home Instructor	2110-490-09-9000-901 Contract Home Instruction	\$6,823.00
	Subtotal	\$6,823.00

REASON FOR TRANSFER REQUEST: To fund shortage in outdoor trip codes.

Mr. Saffron moved, seconded by Mr. Litvack, and carried by a vote of 7-0, to approve Agenda Items numbered B.1–B.4, B.5 [Withdrawn], B.6 - B.13 and Addendum 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 April 15, 2016 and May 4, 2016.

Addendum

C&I.2 Recommendation to approve 2 students and one chaperone, Kerriann Jannotte, from the Boys' Varsity Tennis Team to attend the All State Tournament in Flushing, Queens from June 1 to 4, 2016 at an estimated cost to the district of \$700.00.

Mr. Saffron moved, seconded by Mr. Litvack, and carried by a vote of 7-0, to approve Agenda Items numbered C&I.1 and Addendum C&I.2

Mr. Haber questioned policy 6020 in regard to the reserved funds and the annual audit and policy 6240 Item # 5 he requested when at all possible to get three (3) bids.

BOARD OF EDUCATION

BOE.1 Recommendation to conduct the *first reading* of Board of Education Policies *6020 Fund Balance and Reserve Funds* and *6240 Investments*. (**Attachment BOE.1**)

BOE.2 Rate of Pay - Election Clerks/Inspectors of Election

[The rate of pay for the Election Clerks and Inspectors of Election will apply to the Annual Meeting, Budget Vote and Election of Trustees which will take place in May 2016 and any Special District Meetings which may be convened during the 2015-2016 school year.]

Recommendation that the District Election Clerks and Inspectors of Election be paid at a rate of \$10.00 per hour for the 2015-2016 school year:

Fran Boim

**Mr. Saffron moved, seconded by Mr. Litvack and carried by a vote of 7-0, to approve Agenda Item BOE.1 - BOE.2
BOE.3 ANNUAL BUDGET VOTE & ELECTION:**

DISTRICT CLERK:

EDUCATION LAW REQUIRES THAT THE BOARD OF EDUCATION ADOPT A RESOLUTION TO ACCEPT THE RESULTS OF THE ANNUAL MEETING WITHIN 24 HOURS OF THE CLOSING OF THE POLLS.

Annual Budget Vote and Election of Trustees Tuesday, May 17, 2016

In accordance with the NOTICE duly published for four weeks in The Roslyn Times and Long Island Business News, the vote upon the budget, and selection of two members of the Board of Education was held at the Roslyn High School on Tuesday, May 17, 2016 from 7:00 a.m. to 9:00 p.m. (Copy of OFFICIAL BALLOT is attached to the official minutes of this meeting.)

Meryl Waxman Ben-Levy and Clifford Saffron were appointed by the Board of Education to be the Chairpersons of the Meeting. Ms. Ben-Levy opened the polls at 7:00 a.m. and Ms. Ben-Levy announced the closing of the polls at 9:00 p.m. The results of the vote on Propositions 1, 2, 3 and 4 were as follows:

Proposition #1:

BE IT RESOLVED that the proposed budget of expenditures adopted by the Board of Education of the Roslyn Union Free School District for the 2016-2017 school year in the amount of \$105,097,968 be approved, and the amount thereof shall be raised by a levy of a tax upon the taxable property of the school district, after first deducting the monies available from State Aid and other sources as provided by law.

VOTES

<u>Yes</u>	<u>No</u>
539	148

Proposition #2

BE IT RESOLVED that the proposed budget of the Bryant Library in the amount of \$5,169,323 as prepared by the Trustees of said Library for the 2016-2017 school year and that the amount of \$4,935,910 be raised by the levy of a tax upon the taxable real property in Roslyn Union Free School District be and hereby are approved.

VOTES

<u>Yes</u>	<u>No</u>
556	131

Proposition #3

Shall the Board of Education of the Roslyn Union Free School District be authorized to enter into a five (5) year lease purchase agreement for the purchase of four (4) vans and four (4) buses in the amount of no more than \$240,000 per annum?

VOTES

<u>Yes</u>	<u>No</u>
541	142

Proposition #4

Shall the Board of Education be authorized to extend its existing lease with BSI 8 Park Drive, L.L.C. for the lease of property, including the lease of the parking lot and facility located at 8 Harbor Park Drive, Port Washington, New York for an additional up to ten (10) year period causing the lease to expire on or before December 15, 2035?

VOTES

<u>Yes</u>	<u>No</u>
543	133

MEMBERS OF THE BOARD OF EDUCATION

The results of the Election of Trustees as announced by the Chairperson of the Meeting were:

Two (2) terms commencing July 1, 2016 and expiring June 30, 2019

Vote for Two (2):

Bruce G. Valauri (514) Steven B. Litvack (542)

WITH A QUORUM OF THE BOARD BEING PRESENT AT THIS TIME, I ASK THAT THE FOLLOWING RESOLUTION BE ADOPTED BY A ROLL CALL VOTE OF THE TRUSTEES PRESENT:

BE IT HEREBY RESOLVED that the Board of Education of the Roslyn Union Free School District hereby accepts the results of the **May 17, 2016 Budget Vote and Board Trustee Election.**

Meryl W. Ben-Levy	Yes
Clifford Saffron	Yes
David Dubner	Yes
Adam Haber	Yes
Steven Litvack	Yes
David Seinfeld	Yes
Bruce Valauri	Yes

CO-CHAIRPERSONS: **Meryl W. Ben-Levy and Clifford Saffron**

Nancy Carney Jones
District Clerk

Student Delegate's Comments

Nathan Yang, OCC President updated the Board on the upcoming OCC events which include the Junior Dance this Friday and they are planning the annual OCC Bbq.

Superintendent's Comments

Mr. Dempsey thanked everyone for their time and effort in helping to pass this year's budget. He stated he is pleased that the budget will be in place for Ms. Brown as she starts as the next Superintendent.

Board President's Comments

Ms. Ben-Levy spoke about the stability and professionalism of the Board. She thanked Mr. Dragone for all his work in preparing the budget.

Mr. Seinfeld thanked Dr. Valauri and Mr. Litvack for running once again for trustee and for being part of the Board for the next three years.

In addition, Ms. Ben-Levy thanked Mr. Goldspiel for a great first year, Ms. Brown for all she has done this year and Mr. Dempsey for coming back this year to be our Superintendent.

Public Comments #2

No comment.

Adjournment

**There being no further business to come before the Board of Education
Mr. Dubner moved, seconded by Mr. Haber, and carried by a vote of 7-0 to
adjourn at 10:11 p.m.**

Respectfully submitted,

Nancy Carney Jones

**Nancy Carney Jones
District Clerk**