

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

**Thursday, March 18, 2021**

**7:00 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
Nancy Carney Jones	District Clerk
Alida Pahlevan	Student Delegate
Carrie Anne Tondo	District Counsel

**ABSENT**

**Ms. Ben-Levy called the meeting to order at 7:00 p.m.**

**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**

### **Public Hearing – School Safety Plan Amendment**

Ms. Ben-Levy called the public hearing to order at 7:02 p.m. She asked for public comment on the proposed District Safety Plan amendment. Since there was no public comment, Ms. Ben-Levy closed the public hearing at 7:03 p.m.

The Board convened in Public Session at 7:03 p.m.

### **Board of Education Meeting**

Recommendation to accept the Claims Auditor’s Report for February 2021

**Ms. Ben-Levy moved, seconded by Mr. Dubner, carried by a vote of 7-0, to accept the Claims Audit Report for February 2021**

Recommendation to accept the minutes from the following meetings:  
February 11, 2021; March 4, 2021

**Ms. Ben-Levy moved, seconded by Mr. Saffron, carried by a vote of 7-0, to accept the minutes for February 11, 2021 and March 4, 2021**

### **Board President’s Comments**

Ms. Ben-Levy commented on how thrilled she is to have the entire 6<sup>th</sup> grade and 12<sup>th</sup> grade back in school this week. She spoke of the heartwarming reception the students received at the Middle School and High School on their return. Ms. Ben-Levy wished everyone “a happy, healthy, safe and sweet break and holiday if you are celebrating one.” She asked everyone to stay safe over the break so that all secondary students will physically be back in school on a daily basis after the break. Ms. Ben-Levy thanked Ms. Brown for all her efforts in getting vaccines available for the staff and residents of Roslyn.

### **Superintendent’s Comments**

Ms. Brown had no comments this evening.

### **Student Delegate’s Comments**

Ms. Pahlevan announce the OCC and the Roslyn High School are currently celebrating Sprit Week with in school and virtual events. She spoke of how the senior grade was extremely excited to be able to be back in school in person for the first time in over a year and she hopes the year will only continue to get better. She thanked the teachers, staff and the Board of Education for everything that they do and for making this possible.

**Ms. Ben-Levy made a motion to adopt the agenda as a consent agenda and that we suspend our common practices in accordance with the preliminary**

announcement.

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

Ms. Ben-Levy made a motion to move the agenda as a consent agenda and both addendums.

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

**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)**

P.3 **BE IT RESOLVED**, that the Board of Education hereby approves the salary increase for a non-affiliated staff member known to the Board of Education, effective April 6, 2021.

**Addendum**

**PERSONNEL:**

**P.1 Professional**

Item	Name	Action	Position / Replacing	Class	Type	Location	From	To	Certification / Class / Step / Salary
Repl #31 on Orig P1	Sylvia Lopez	Substitute Appointment	Per Diem Substitute Teacher				3/19/21	6/30/21	Childhood Ed Gr 1-6, \$130/day

***Note: All appointments above are subject to state and local conditions due to COVID-19.***

**P.2 Classified**

Item	Name	Action	Position / Replacing	Class	Type	Location	From	To	Certification Class / Step Salary
Repl #1 on Orig P2	Angela Dunne	Resignation for the Purposes of Retirement	Administrative Officer			Admin		4/29/21 (last day of employment)	

**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: Garden City Union Free School District  
 Services: Health and Welfare Services for 2 students attending out of district schools for the 2020-2021 school year  
 Fees: \$1,100.89 per student  
 Total estimated to be \$2,201.78
  
- (ii) Contractor: Herricks School District  
 Services: District of Location Special Education Services for IEP service requirements for one student residing in Roslyn attending private school in Herricks for 2018-2019  
 Fees: Total estimated to be \$10,460.04
  
- (iii) Contractee: East Williston Union Free School District  
 Services: One (1) East Williston resident to attend Special programs 2020-21 school year.  
 Fees: 10 Month Tuition - \$100,873.00 – Elementary Rate (April 6, 2021 through June 25, 2021)  
 Total estimated to be \$32,619.90 (Prorated) (Roslyn to receive)
  
- (iv) Contractor: Plainview-Old Bethpage Central School District  
 Services: Health and Welfare Services for 5 students attending out of district schools for the 2020-2021 school year.  
 Fees: \$1,107.49 per student  
 Total estimated to be \$5,537.45

Recommendation to **amend** the following contract (v) which was approved by the Board of Education on June 30, 2020 (item B.1. (viii)), and first amended on July 16, 2020 (item B.1. (viii)):

- (v) \*Contractor: Christine Baudin, M.S. CCC-SLP  
Services: AT (Assistive technology) and ACC (Augmentative and alternative communication) services for the 2020-21 school year as specified in the agreement  
Fees: Total Estimated to be ~~\$5,000.00~~ \$10,000.00 (paid via 611 grant)

Recommendation to **amend** the following transfer (vi) which was approved by the Board of Education on November 19, 2020 (item BOE.2):

- (vi) **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 \$110,000 for the purpose of (1) repairs to the Hilltop Academy Roof (including the: removal, disposal and replacement of a section of the roof deck to repair roof leaks; supply and installation of necessary materials and supplies to complete the repair including, aluminum siding, gutters, leaders, flashings and fascia board coverings; associated asbestos abatement; and, asbestos air monitoring services and testing and sampling analysis) and (2) repairs to the Middle School Roof Top Unit (RTU) (including compressor and coil, together with necessary materials and supplies to complete the repair and provide heat to the glass Cafeteria location) and any necessary contingencies related to the aforementioned repairs; 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 \$110,000 for such repair of the Hilltop Academy Roof and Middle School Roof Top Unit; 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 November 19, 2020 at 8:00 p.m. for the purpose of discussing the proposed appropriation of a sum not to exceed \$110,000 from the previously established repair reserve fund for the repair of the Hilltop Academy Roof and Middle School Roof top unit as described above; 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 \$110,000 from the previously established repair reserve fund for the purpose of (1) repairs to the Hilltop Academy Roof (including the: removal, disposal and replacement of a section of the roof deck to repair roof leaks;

supply and installation of necessary materials and supplies to complete the repair including, aluminum siding, gutters, leaders, flashings and fascia board coverings; associated asbestos abatement; and, asbestos air monitoring services and testing and sampling analysis) and (2) repairs to the Middle School Roof Top Unit (RTU) (including compressor and coil, together with necessary materials and supplies to complete the repair and provide heat to the glass Cafeteria location) and any necessary contingencies related to the aforementioned repairs: and

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the following budget increase appropriations necessary to effectuate the expenditure from the repair reserve fund:

<u>FROM REVENUE CODE</u>		<u>AMOUNT</u>
5997.000	Appropriated Reserve	\$110,000.00
	<b>Subtotal</b>	<b>\$110,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
9950-900-03-9000-303	<del>TFER-CAPITAL FUND</del>	\$110,000.00
1621-430-08-9000-310	MAINT CONT SVCES – HS	\$95,648.36
1621-443-03-9000-310	MAINT PROF/TECH SVCES	\$3,060.00
1621-450-03-9000-310	MAINT SUPPLIES – DIST	\$11,291.64
	<b>Subtotal</b>	<b>\$110,000.00</b>

**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>
2810-131-03-9000-308	Secondary Home Instructor	\$10,000.00
	<b>Subtotal</b>	<b>\$10,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2810-474-08-9000-308	Contract Home Instruction	\$10,000.00
	<b>Subtotal</b>	<b>\$10,000.00</b>

REASON FOR TRANSFER REQUEST: To cover costs associated with an increased need for contracted home instruction.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-04-9000-310	MAINT CONT SVCES - EH	\$1,435.00
1621-430-03-9000-310	MAINT CONT SVCES – DIST	\$ 88.65
	<b>Subtotal</b>	<b>\$1,523.65</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-08-9000-310	MAINT CONT SVCES - HS	\$1,523.65
	<b>Subtotal</b>	<b>\$1,523.65</b>

REASON FOR TRANSFER REQUEST: To cover costs associated with contracted labor in the high school.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-06-9000-310	MAINT CONT SVCES - Hts	\$1,090.12
1621-430-09-9000-310	MAINT CONT SVCES – MS	\$ 412.16
	<b>Subtotal</b>	<b>\$1,502.28</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-03-9000-310	MAINT CONT SVCES - DIST	\$1,502.28
	<b>Subtotal</b>	<b>\$1,502.28</b>

REASON FOR TRANSFER REQUEST: To cover costs associated with installing a mandatory gas collar in a new maintenance vehicle.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-450-03-8900-310	COVID Supplies	\$50,000.00
	<b>Subtotal</b>	<b>\$50,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1620-450-03-9000-310	CUST SUPP – DIST	\$50,000.00
	<b>Subtotal</b>	<b>\$50,000.00</b>

REASON FOR TRANSFER REQUEST: To allow for the purchase of additional custodial supplies district-wide.

**B.7. RESOLVED**, that the General Fund Appropriation Transfers on the attached document be approved. **(Attachment B.7.)**

**B.8.** Recommendation to approve **2020-21** budget increase appropriation requests:

<u>FROM REVENUE CODE</u>		<u>AMOUNT</u>
5997.816	Appropriated Res - EBALR	\$42,132.48
	<b>Subtotal</b>	<b>\$42,132.48</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
9089-160-03-9000-303	CLERICAL TERM PAY	\$42,132.48
	<b>Subtotal</b>	<b>\$42,132.48</b>

REASON FOR TRANSFER REQUEST: To release funds from the Employee Benefit Accrued Liability Reserve, and appropriate these funds to pay for unused vacation time for staff who have resigned in accordance with their Collective Bargaining Agreement.

- B.9.** Recommendation to approve a payment in the amount of \$61,472.85 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 01/31/2021.
- 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 #
\$105.00	MS Reimbursables	2110-245-09-1909	H19-00022	1
\$17.78	HH Reimbursables	2110-245-07-20HF	H20-00023	12
\$655.00	HS Reimbursables	2110-245-08-20HS	H21-00023	3
\$19.61	Hts. Reimbursables	2110-245-06-20HE	H21-00038	1

- B.11. WHEREAS**, a number of public school districts in Nassau County wish to jointly solicit proposals, together with the Nassau Board of Cooperative Educational Services (“BOCES”) for pupil transportation services for the 2021-22 school year (and any renewal period) in accordance with the applicable provisions of General Municipal Law;

**WHEREAS**, the public school districts and the BOCES have agreed to form a Cooperative (the “Cooperative”) for this purpose;

**WHEREAS**, the Roslyn School District is desirous of participating in the Cooperative for joint solicitation of proposals for pupil transportation services as authorized by General Municipal Law, Section 119-0 in accordance with the terms and conditions of the Inter-Municipal Cooperative Transportation Agreement attached hereto;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Education authorizes the School District to participate in the Cooperative; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby approves the Inter-Municipal Cooperative Transportation Agreement (Recitals) attached hereto and authorizes the Board President to execute the Agreement on behalf of the Board of Education. **(Attachment B.11.)**



**B.12. WHEREAS**, the Board of Education of the Roslyn Union Free School District desires to embark upon the following capital improvements at the District's facilities: (1) replacement of the lift at the Heights gymnasium; (2) replacement of sidewalks, curbs, paving, drainage and lighting District-wide; (3) renovation of interior space at Hilltop Academy; (4) abatement of hazardous materials District-wide; (5) repair and replace septic systems District-wide; (6) purchase and install generator at the bus garage; (7) renovation of administration building; (8) installation of sound-proofing materials at Roslyn High School; (9) irrigation and site work at Harbor Hills and Heights Elementary School; (10) repair and replace roof systems District-wide; (11) repair and replace fuel tanks and fuel alarms District-wide; (12) upgrade ceiling, lighting, flooring and wall coverings District-wide; (13) replace HVAC systems District-wide; (14) replace plumbing fixtures District-wide; (15) purchase and install furnishings and equipment necessary for renovated libraries and new instructional spaces; (16) renovation of common spaces at District-wide; (17) renovation of interior classrooms District-wide; (18) replace doors, windows and HVAC system at Harbor Hills Elementary School; (19) renovate courtyard at Harbor Hills Elementary School; (20) add new classrooms at East Hills Elementary School and/or other schools as necessary; (21) reconstruct tennis court at Roslyn High School and Roslyn Middle School; (22) replace and install new turf blanket at Roslyn High School; (23) renovate the kitchens at each school except the High School; (24) upgrade security system district wide; (25) repair and replace perimeter fencing District-wide; (hereinafter the "Projects"); and

**WHEREAS**, said capital improvements are subject to classification under the State Environmental Quality Review Act (SEQRA); and

**WHEREAS**, maintenance or repair involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(1)); and

**WHEREAS**, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(2)); and

**WHEREAS**, routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings (Section 6 NYCRR 617.5(c)(10));

**WHEREAS**, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

**WHEREAS**, the Board of Education, as the only involved agency, has examined all information related to the capital improvement projects and has determined that the Projects are classified as Type II Actions pursuant to Section 617.5(c)(1), (2) and (10) of the SEQR Regulations;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby declares that the Projects are Type II Actions, which require no further review under SEQR; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed project from the New York State Education Department.

**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 22, 23 and 25, 2021; March 4 and 5, 2021.

**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 February 12, 24 and 26, 2021; March 2, 2021.

**C&I.3** Recommendation to approve the creation of one (1) new High School club for the 2020-2021 school year – STEM Investigations Club – which will exist within the Research Program only and overseen by the Research Coordinator.

**BOARD OF EDUCATION:**

**BOE.1 BE IT RESOLVED** that the Board of Education of the Roslyn Union Free School District hereby authorizes the following proposition to be placed on the ballot of the annual vote:

Proposition No. 3

Shall the Board of Education be authorized to (a) purchase various school buses and vans for use by the District, including related equipment and apparatus, and to expend therefor, including preliminary costs and costs incidental thereto and to the financing thereof, an amount not to exceed the estimated total cost of \$463,282.66; (b) that a tax is hereby voted in the aggregate amount of not to

exceed \$463,282.66 to pay such cost, said tax to be levied and collected in installments in such years and in such amounts as shall be determined by said Board of Education; (c) that in anticipation of said tax, bonds of the District are hereby authorized to be issued in the principal amount of not to exceed \$463,282.66 and a tax is hereby voted to pay the interest on said bonds as the same shall become due and payable, and (d) that, in lieu of bonds, the District is authorized to enter into one or more installment purchase contracts for the purchase of some or all of said buses and vans, for a term not to exceed five (5) years; and a tax is hereby voted to pay each installment on any such contract.

Note: (If the 2021-22 budget is approved, the funds for the first year of payments would be available in that budget and therefore no additional increase in the tax levy would occur with the passage of this proposition)

**BOE.2 WHEREAS**, Education Law 2801-a and the Commissioner's Regulation 155.17 require that school districts develop and implement a District-Wide School Safety Plan; and

**WHEREAS**, on August 18, 2020, the Board of Education adopted the Roslyn Union Free School District District-Wide School Safety Plan for the 2020-2021 school year; and

**WHEREAS**, on September 7, 2020, amendments to the Education Law and Labor Law required school districts to include protocols for responding to a declared public health emergency involving a communicable disease in the District-Wide School Safety Plan; and

**WHEREAS**, the Board of Education has amended the District-Wide School Safety Plan for the 2020-2021 school year in accordance with the amendments to Education Law 2801-a; and

**WHEREAS**, the Board of Education has made the amended District-Wide School Safety Plan available for public comment for at least thirty (30) days and held at least one public hearing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby adopts the amended Roslyn Union Free School District District-Wide School Safety for the 2020-2021 school year. **(Attachment BOE.2)**

**BOE.3** Recommendation that the Rodney Benson be designated as Chief Election Inspector at a rate of \$16.00 per hour for the 2020-2021 school year:

**BOE.4 BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes and approves an agreement dated March 18, 2021 between a certificated employee of the School District and the Roslyn Union Free School District, such person is known to the Board of Education and such agreement has been reviewed by the Board.

**Addendum**

**BOE.5 BE IT RESOLVED** that the Board of Education hereby nominates: Susan Bergtraum, Martin R. Kaye, and Michael Weinick for the Nassau BOCES Board effective July 1, 2021 for a three (3) year term.

**BOE.6** Recommendation to add the group *Long Island Flag Football Inc*, to the list of approved facilities users in accordance with Policy #1500 subject to NYSIR's final approval, **(pending)**, as well as in compliance with all current district rules and regulations, including those relative to COVID-19. **(Attachment BOE.6)**

**Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to accept the Personnel Agenda items P.1- P.3, Addenda P.1 and P.2, Business/Finance Agenda Items B.1 – B.12, Curriculum and Instruction Agenda Items C&I.1 – C&I.2, and Board of Education Agenda Items BOE.1- BOE.4, Addendum BOE.5 – BOE.6 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 7:07 p.m.**

Respectfully submitted,  
*Nancy Carney Jones*  
Nancy Carney Jones  
District Clerk