

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

**Thursday, May 6, 2021
8:00 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

ABSENT

7:00 p.m. – Executive Session

Pursuant to Public Officers Law, Section 105, duly moved, seconded, and carried by a vote of 7-0; that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss pending contract negotiations.

The Executive Session adjourned at 8:10 pm. The Board reconvened in Public Session at 8:18 p.m.

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

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

8:00 p.m. - Budget Hearing [Even though the law requires a “Budget Hearing”, please understand that the law also requires that nothing can be changed in the budget at this time. This “hearing” is purely informational.]

Presentations by Mr. Dragone and Ms. Brown

Mr. Dragone presented a PowerPoint presentation *Budget Hearing 2021-22* outlining the hi-lights of the budget. He explained that the creation of the budget is at least a three-year process. This process includes a review of where we are this year, the money that will be left over from this year, how we are going to use the money for next year and how next year’s money is going to flow into the 2022-2023 budget. The current fund balance is \$4,113,875. The following actions are being taken to reduce the 2021-22 tax levy:

- \$ 700,000 Applied from the fund balance
- \$1,866,250 Transfer from Debt Service
- \$1,650,000 Applied from Pension Reserves

The proposed budget is \$118,663,250 and increase of \$3,333,014, which is an increase of 2.89%.

Mr. Dragone outlined some of the budget highlights:

- Supports and expands comprehensive K-12 academic, athletic and extra-curricular programs
- Technology and Infrastructure Upgrades for Instruction, Security, and Healthy buildings, including state-of-art science labs and equipment
- Maintaining educationally optimal class size K-12
- K-12 wellness & social emotional support programs and partnerships (including Northwell Health)

The tax levy will increase by 1.98%. The allowable tax levy increase could have been 2.45% the State imposed levy limit. Mr. Dragone stated that the lower tax levy “is made possible by the long term strategic planning by the Board of Education and the promise of additional state aid.” The average homeowner in the Town of North Hempstead will have an increase in their tax bill of \$282.19; an increase of 1.92% and in the Town of Oyster Bay, the tax bill will decrease by \$149.75 a decrease of 2.13%.

Ms. Brown presented an overview of the budget on the district website. One of the goals of the Board of Education was to provide the community with continuous information and communication on the district website. The budget information includes detailed

budget information, voting information, upcoming presentations, achievements, and accomplishments over the last year. The website will be updated continuously with current information.

Ms. Ben-Levy asked for comments from the public concerning the public hearing.

Public Comment

- **No public comment.**

Ms. Ben-Levy closed the hearing at 8:39 pm

Recommendation to accept the Claims Auditor's Quarterly Reports for January, February and March 2021.

Ms. Shari Diamond, Partner, Internal Audit, Cerini & Associates, LLP presented an overview of the Audit reports for January 2021 through March 2021.

The third quarter represented January, February and March 2021. The auditors reviewed 1,422 claims from the General, Trust & Agency, School Lunch, Federal, and Capital Funds. This quarter showed an overall incident percentage of .14%, which included two (2) other matters. The other matters were claims flagged as confirming purchase orders and confirming purchase orders (signed by District).

Ms. Diamond commented the District continues to have an extremely low percentage rate of findings. She stated that the level of percentages flagged are phenomenal. She spoke of the continued great communication the auditors have with the Business Office and the level of internal controls and education the District has in place for purchasing and accounts payable.

Ms. Ben-Levy moved, seconded by Mr. Saffron carried by a vote of 7-0, to accept the Claims Auditor Report for January 2021 – March 2021.

Recommendation to accept the Treasurer's Reports for March 2021. **(Attachment T1)**

Ms. Ben-Levy moved, seconded by Mr. Saffron carried by a vote of 7-0, to accept the Treasurer's Report for March 2021.

Recommendation to accept the minutes from the following meetings: April 20, 2021.

Ms. Ben-Levy moved, seconded by Mr. Saffron, carried by a vote of 7-0, to accept the minutes for April 20, 2021

Board President's Comments

Ms. Ben-Levy acknowledged Teacher Appreciation Day and Week. She expressed her appreciation, and thanked the teaching faculty for all their hard work especially this year, as this has been "a year like no other." She spoke of the collaboration of the entire staff including the Central Administration and Board of Education, who came together as a

team to “manage the unmanageable, and negotiate the impossible to get to where we are this year and to have achieved the overarching goal of people not getting sick and dying on our watch.”

In honor of Teacher Appreciation Week, Ms. Ben-Levy read quotes from two educators: “my favorite part of teaching, is after building excitement, pushing, teaching again, pushing a little more, trying another way, removing obstacles, cheerleading and maybe one more push, the moment a student who said they couldn’t write, they couldn’t code, couldn’t understand a poem says I did it.” She stated this quote is the one for “the teacher’s aha moment” and the following quote regards championship.

“Every child deserves a champion, an adult who will never give up on them who understands the power of connection and insists that they become the best that they can possibly be. Is this job tough? You betcha, but it is not impossible. We can do this we are educators. We were born to make a difference.”

Superintendent’s Comments

Ms. Brown thanked the teachers and staff. She stated, “I am so appreciative of each and every individual that proudly wears a Roslyn badge every day. And I would like to take this opportunity to remind people that we don’t need an actual appreciation day, because I hope they know we appreciate them every day.”

Ms. Brown also thanked the Board of Education for their leadership and commitment to the students, staff and community. She stated, “I appreciate your efforts in leading us through this pandemic and into the future. I want to thank you for your dedication and hard work for our school district. Your support and guidance makes it a pleasure even during the most uncertain of times to come to work each day.” Ms. Brown spoke of how she considers the Board of Education her teachers and mentors.

Student Delegate’s Comments

Ms. Pahlevan had to leave the meeting before making her comments.

Ms. Ben-Levy made a motion to suspend our policies and common practices with regard to the conduct of the meeting as mentioned in the preliminary announcements and move the meeting by consent agenda.

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 including the addendum.

Ms. Ben-Levy acknowledged an introduction of an addendum from the floor from Administration.

Ms. Brown announced she would like to walk in Item #46 on the Personnel agenda. Ms. Brown announced that Mr. Tanya Baptiste as a probationary appointment as the Director of Guidance and Counseling. Ms. Baptiste probation will begin July 1, 2021 and end on June 30, 2025.

Ms. Ben-Levy made a motion to accept the agenda as a consent agenda including the addendum and the walk in addendum.

Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to adopt as a consent agenda with the addendum and the walk in addendum.

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)**

Addendum I and Walk in

PERSONNEL:

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
44	Christopher Rossi	Resignation	Percussion Instructor			5/5/21 (last day of employment)		
45	Samantha Siegenthaler	Substitute Appt. Special Ed. 12 Month Program	Para-professional		7/1/21	8/11/21		Per RPA Contract
46	Tanya Baptiste	Probationary Appointment	Director of Guidance & Counseling	HS	7/1/21	Probation Ends 6/30/25	Director of Guidance & Counseling	School Counselor (perm), SBL & SDL

									Emergency COVID-19, Per RASA Contract, \$160,000
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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
2	Denise Finnerty	Substitute Appointment	Per Diem Substitute RN		Sub		On or about 5/24/2021*	6/30/22	\$240/day
3	Denise Finnerty	Probationary Appointment	Registered Professional Nurse (E.Kerr)	Non-Comp	Prob.	EH	On or about 7/1/2021*		RN/Step 10, per RTA Contract
4	Denise Finnerty	Summer Academy** & Appointment Spec Ed 12 Month Programs	Nurse				On or about 6/28/2021*	8/11/21	Per RTA Contract

* Pending Civil Service Approval

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: Carlton on the Park
 Services: Catering and Facilities for 2022 Senior Prom*
 Fees: The entire cost of this affair is estimated to be \$30,215.13 and will be paid by students and student fundraising activities of the Class of 2022; no district funds will be used.

**This contract for the 2021-2022 school year is subject to the Governor's order regarding New York State school closure and is contingent upon local, state, and federal COVID-19 regulations.*

(ii) Contractor: Manhasset Union Free School District
 Services: Health and Welfare Services for 16 students attending out of district schools for the 2020-21 school year.
 Fees: \$1,246.18 per student
 Total estimated to be \$19,938.88

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>
1621-430-08-9000-310	MAINT CONT SVCES - HS	\$1,518.49
	Subtotal	\$1,518.49

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-03-9000-310	MAINT CONT SVCES - DIST	\$1,390.85
1621-430-06-9000-310	MAINT CONT SVCES – HTS	\$127.64
	Subtotal	\$1,518.49

REASON FOR TRANSFER REQUEST: Reallocation of funds to cover elevator service at Heights and repairs district-wide.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-121-03-9000-303	TCHR SAL ELEM ADDL	\$12,000.00
	Subtotal	\$12,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2250-472-03-9000-307	PRIVATE SCH TUITION	\$12,000.00
	Subtotal	\$12,000.00

REASON FOR TRANSFER REQUEST: To cover costs associated with out-of-district placement.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2250-152-07-9000-303	SP ED TCHRS- HH	\$32,154.12
	Subtotal	\$32,154.12

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-03-8900-310	COVID Contract Services	\$32,154.12
	Subtotal	\$32,154.12

REASON FOR TRANSFER REQUEST: To cover costs associated with COVID-19.

B.6. Recommendation to approve a payment in the amount of \$43,673.92 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 03/31/2021.

- B.7.** 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 #
\$22,715.00	MS Prof. Svcs.	2110-245-09-20MS	H20-00016	6
\$433.78	HS Reimbursables	2110-245-08-20HS	H21-00023	6
\$249.00	Hts. Reimbursables	2110-245-06-20HE	H21-00038	2

- B.8.** 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 Science Labs PCO #1: RENU Proposed Change Order #1 (High School) in order to provide the balance of technology materials/labor not on contract, electrical for the Anatomage Table, and a credit from RENU not doing the IT work that Adwar Video will perform. This Technology Equipment replaces the allowance in the RENU contract and includes additional equipment specified by the district. The estimated additional cost will be \$112,240.

- B.9.** 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.

HH Fields PCO #3: Gatz Landscaping Proposed Change Order #3 (Harbor Hill) in order to provide 125' of 6'H black chain link fence along the 3rd baseline to the asphalt play area, and an additional 3,832 sq. ft. of sod along the western part of the field abutting the asphalt and playground area. The estimated additional cost will be \$26,500.

B.10. WHEREAS, It is the plan of the Boards of Education of Herricks Union Free School District, and Roslyn Union Free School District County of Nassau, New York to bid jointly for Uniforms and

WHEREAS, The Roslyn Public Schools is desirous of participating with other school districts in Nassau County in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and

WHEREAS, The Roslyn Public Schools wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Boards of Education and making recommendations thereon, therefore

BE IT RESOLVED, That the Board of Education of the Herricks Union Free School District hereby appoints Jeannie Keane, for the Herricks Union Free School District to represent it in all matters related above, and

BE IT FURTHER RESOLVED, That the Roslyn Public Schools Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and

That the Roslyn Public Schools Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and

BE IT FURTHER RESOLVED, That the Roslyn Public Schools Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards: (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee: (3) that after award of contract(s) it will conduct all negotiations directly with the successful bidder(s).

B.11. Recommendation that, pursuant to receipt of a donation in the amount of \$2,181.00 from Joseph Dragone, the Board of Education hereby accepts the money for deposit to the FINA Fund (TE 0301). The gift is payment for credits that were granted by Hofstra University for his service as the cooperating administrator for an intern.

B.12. Recommendation to accept, pursuant to receipt by Dr. Scott Andrews, Roslyn High School Principal, a mini-grant from Rochester Institute of Technology, in the amount of \$480.00, to be appropriated to 2110.450.08.3000.801 to be used for PLTW programming, 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.13. Extraclassroom Activity Treasurer Reports (**Attachment B.13.**)
High School, March 2021
Middle School, March 2021

- B.14.** Recommendation to approve revisions to the Cooperative Transportation Contract Bid for 2020-2021, which was approved on August 28, 2020 (item B.5.) to accommodate an additional matron to accompany a student attending an existing school traveling via We Transport.
- B.15.** Recommendation by Jason Lopez, Assistant to the Superintendent for Technology & Security Infrastructure (Information Technology Specialist III), to declare as surplus the attached computers, monitors and printers which are no longer operational or upgradable and have outlived their useful life. Items will be put up for public sale based on their salvage value. Any items not sold will be disposed of properly. **(Attachment B.15.)**

Addendum

- B.16.** Recommendation to accept a donation of one (1) 8' 5" x 28' Cargo Trailer from the Roslyn Marching Band Fans to be used by the band to transport their equipment to performances and competitions, and as storage while practicing on our fields.
- B.17. BE IT RESOLVED** that the Board of Education of the Roslyn Union Free School District hereby approves the Amendment to the Agreement between the District and Camp Taconic in the form attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the necessary documents to effectuate said Amendment on behalf of the Board of Education.

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 13, 15 and 21, 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 April 9 and 14, 2021.
- C&I.3** Recommendation to approve 167 students and 14 chaperones to attend Marching Band Camp at Camp Taconic in Hinsdale, Massachusetts from August 16, through August 22, 2021 at an estimated cost to the district of \$52,443.00 [Total cost of trip: \$144,538.00. Student contribution: \$92,095.00; district contribution: \$52,443.00.] **This trip is contingent upon Federal, State and Local conditions and guidelines regarding COVID-19 regulations.*

BOARD OF EDUCATION:

- BOE.1** Recommendation to add the group *Roslyn Soccer Opponents*, to the list of approved facilities users in accordance with Policy #1500 subject to NYSIR's

final approval, as well as in compliance with all current district rules and regulations, including those relative to COVID-19. **(Attachment BOE.1)**

Addendum

BOE.2 BE IT RESOLVED, that the annual organizational meeting of the District for the 2021-2022 school year will be held on July 12, 2021 in accordance with the requirements set forth at Section 1707(2) of the Education Law.

Ms. Ben-Levy congratulated Ms. Baptiste on her appointment as the Director of Guidance & Counseling.

Ms. Ben-Levy made a motion to have Ms. Baptiste to address the Board.

Ms. Ben-Levy moved, seconded by Mr. Saffron and carried by a vote of 7-0, for Ms. Baptiste to address the Board of Education.

Ms. Baptiste thanked the Board of Education for their support and vote of confidence and spoke of how honored she is to take on this role.

Ms. Ben-Levy moved, seconded by Mr. Saffron and carried by a vote of 7-0, to accept the Personnel Agenda items P.1- P.2, Addenda P.1 – P.2, Business/Finance Agenda Items B.1 – B.15, Addenda B.16 – B.17, Curriculum and Instruction Agenda Items C&I.1 – C&I.3, and Board of Education Agenda Items BOE.1 – BOE.2 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 8:57 p.m.

Respectfully submitted,
Nancy Carney Jones
Nancy Carney Jones
District Clerk