ROSLYN UNION FREE SCHOOL DISTRICT Meeting of the Board of Education

Thursday, February 16, 2023

7:00 P.M.

Administration Building – Boardroom

MINUTES

Meryl W. Ben-Levy, President Michael Levine, Vice President David Dubner Alison Gilbert Robert Koonin David Seinfeld Bruce Valauri

ALSO PRESENT

Allison Brown Superintendent

Susan Warren Assistant Superintendent for Business and Administration

Michael Goldspiel Assistant Superintendent for Secondary Education Karina Báez Assistant Superintendent for Primary Education

Nancy Carney Jones District Clerk
Lindsay Cohen Student Delegate

ABSENT

Ms. Ben-Levy called the meeting to order at 7:04 pm

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

Preliminary Announcements Emergency Procedures Cell Phones

Pledge of Allegiance

Recommendation to accept the Treasurer's Report for December 2022 (Attachment T)

Ms. Ben-Levy moved, seconded by Mr. Dubner carried by a vote of 7-0, to accept the Treasurer's Report for December 2022.

Recommendation to accept the Claims Auditor's Report for January 2023

Ms. Ben-Levy moved, seconded by Mr. Levine carried by a vote of 7-0, to accept the Claims Auditors Report for January 2023.

Recommendation to accept the minutes from the following meeting: January 26, 2023

Ms. Ben-Levy moved, seconded by Mr. Dubner, carried by a vote of 6-0, (Mr. Seinfeld abstained) to accept the minutes for January 26, 2023.

Board President's Comments

Ms. Ben-Levy wished everyone a restful, healthy, happy February break.

Superintendent's Comments

Ms. Brown held her comments due to her presentation of the draft budget this evening.

Student Delegate's Comments

Ms. Cohen shared that the PFA donated board games such as chess and monopoly to the High School for the students to use during their free periods. Twenty-six seniors participated in a Mindfulness Mentor training program. In March, these mentors will share what they learned with the freshmen class.

Creation of a new High School sport - girl's flag football will start this spring.

Discussion Item(s):

Superintendent's 2023-2024 Draft Budget

Ms. Brown presented a PowerPoint presentation *Superintendent's 2023-2024 Proposed Draft Budget Presentation*, February 2023, Just the Beginning

Ms. Brown explained the budget was formulated with the understanding that "education is the foundation of our future and we must continue to invest in our students' success"

Budget Timeline

2/16/23	Presentation to the BOE of Superintendent's Budget draft proposal
3/01/23	Tax Levy Limit to Office of the Comptroller
3/23/23	Board of Education Budget Meeting
3/28/23	First Legal Notice published
4/18/23	Board of Education Budget Meeting – Adoption of Proposed Budget

4/19/23	Property Tax Report Card due to State Education Department (SED)
5/04/23	Budget hearing
5/16/23	Annual meeting and Budget Vote

Ms. Brown stated that the approach the Administration used to build the budget was to be "Smart, Practical and Innovative". The formulation of this budget was to accomplish the goals of the Board of Education, which include reducing expenses but not affecting the programs of the district. Included in the budget items are: Personnel, Programs, Technology, TRS, ERS and Health Insurance, Facilities, Materials & Supplies, Transportation, Capital money, Special Education, Security and Enrollment.

Ms. Brown outlined the ways the district will be budgeting for the 23-24 school year through smart budgeting - taking greater advantage of BOCES Aid, Government title grants and to use reserves for capital projects instead of a bond. Through practical budgeting – planning projects over the years such as purchasing furniture, upgrading WIFI and capital improvements. Innovative budgeting - in such areas as new courses, technology, apprenticeships, a rec center at the high school, security upgrades and preparation for computer based testing.

Ms. Brown presented the planned construction and installation of the Security Booth at the High School. The booth will be located at the main entrance of the High School. The district is working on a grant to assist with the cost.

Next, she explained how the \$1,750,000 Capital Fund transfer will allow the District to complete capital projects. Proposed projects include the High School Security Booth, ADA lift at Heights, HVAC System at Harbor Hill, Oil tanks replacement at all schools, and generators at the Middle School and the bus garage.

A presentation on the Field Upgrades - Phase 2 will be at the March 23 meeting.

Elementary Highlights

Karina Baez, Assistant Superintendent for Elementary Education presented the proposed budget items for K-5.

Curriculum & Instruction will include:

- Professional development for the staff
- Learning materials

Literacy

- Science of Reading how children learn to read through
 - Geodes classroom libraries for Grade 1
 - Grammar workshop Grades 3-5
 - Now Writing (professional development will be implemented for the program)
 - Wilson Language Certification (Teachers will be sent for training to be Wilson certified.)

Classroom libraries grades 3-5

Social studies

- o Civic Education/Readiness to develop skills to be a citizen
- o IXL social studies Web based on line class for 5th grade
- My world
- Mock Trial club (before and/or after school club with the representatives from the Nassau County Bar Association)

Numeracy Integration

- GO math (A new program will be introduced in 25-26)
- AimWebPlus (platform for screening)
- Tier III Intervention Program

STEM – Science, Technology, Engineering, Math integration

- NYS Next generation science standards includes science investigations
- Updating the science/steam rooms and the STEM Lab at the Heights School
- Computer science and digital fluency standards K-12 by 2024
- Keyboarding program Typing Club
- Generation Genius presents the next generation of learning standards for math and science
- Computer based testing for ELA/Math will be mandatory as of spring 2024 for grades 5 and 8

Social – Emotional & Mental Wellness

- Responsive classroom
- Mindfulness
- Jr. Hope squad
- Executive Function Skills are a range of cognitive skills that help regulate behavior to allow us to accomplish goals such as organizational skills and time management.

Professional Development

- Teacher Center Courses
- Curriculum Writing
- In-House Training
- Collegial Circles

Secondary Highlights

Michael Goldspiel, Assistant Superintendent for Secondary Education_presented the proposed budget for grades 6-12

Middle School

- Curriculum/materials & supplies
 - Digital Blogging Club A Middle School newspaper
 - Career Day
 - 8th Grade World Language Support Classes extra support to pass exams
 - Grade Level & Content specific Study Skills Executive Functioning Seminars will be presented
 - Expand & Grow the Roslyn Buddy Program

High School

- Curriculum/materials & supplies
 - New course offerings:
 - Media Broadcasting Production
 - The Power of the Podcast: The Art of Modern Storytelling
 - Advanced Pre-Med (continuing the current sequence)
 - AP PreCalculus to replace PreCalculus Research Honors Curriculum
 - Senior Seminar in Research
 - Wall Street Bloomberg Foundations (full year course)
 - Bloomberg Financial Portfolio Management (Continuing Sequence)
 - Jazz Choir

High School – Programs that will continue to develop and grow

- 9th Grade orientation
- New student orientation
- Building Independence
- College and career readiness programs
- Summer College Application Support & Essay Writing Boot Camp Sessions

Budget-to-Budget Information

Ms. Warren, Assistant Superintendent for Business and Administration presented the 2023-2024 budget of \$127,659,805, an increase of 4.51% over the 2022-2023 budget.

The Budget-to-Budget Comparison presented an increase of 4.51%. Items that affect the budget are an inflation rate over 8%, increase costs in health insurance, labor, social security, utilities, financing and interest and insurance. The District's allowable tax levy limit is 3.01%. The tax levy limit presented in this budget is 2.95%, which is below the allowable limit. As this is the first draft of the budget, these numbers may change as we continue in the budget process.

On behalf of the Board of Education, Ms. Ben-Levy thanked the Administration for their hard work in presenting "a dynamic, substantive budget presentation". The budget was created based on the goals of the Board of Education, Administrative goals and the values of the community. The board discussed the presented budget.

PUBLIC COMMENT Limited to Agenda Items ONLY

(Will be limited to ½ hour, no more than 2 minutes per speaker. One speaker per topic).

Though not required by law, the Roslyn Board of Education invites public comment during its meetings. Please fill out an index card with your name, address and comment topic. Citizens will be recognized by the presiding officer. Please 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

Ms. Hobdy and Ms. Burton, community residents, had several questions concerning the proposed Universal Pre-K which included: Why the Pre-K program is not at the Heights School? Will transportation be provided? Will the structure of the program be the same as the current Pre-K program? Is the Growing Trees School deciding on which students will be selected for the program?

Ms. Brattner, community resident, asked the Board's positon in regard to Governor Hochul's initiative to dramatically increase the number of housing units and what are their plans to cap class size and ensure that resources aren't strained? She also expressed her concern about the amount of air traffic flying over the schools and asked if the District would send a letter to the FAA to combat the issue.

Ms. Warren requested to withdraw agenda item BOE.7.

Ms. Carney Jones requested to renumber agenda items BOE 7, BOE.8 and BOE.9 to be agenda item BOE.6, BOE.7 and BOE.8 due to a clerical error.

Ms. Ben-Levy moved, seconded by Mr. Levine, and carried by a vote of 7-0, to correct the agenda as it was called from the floor.

Ms. Ben-Levy made a motion to move the agenda and the addendum as a consent agenda as revised.

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

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

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

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	То	Tenure Area	Certification / Class / Step / Salary
130	Linda Schwartz	Part-Time Appointment	.2 Special Education (M.DeMille)	HS	2/27/23	06/30/23		Special Education, M4/Step 25, Per RTA Contract

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: Mineola Union Free School District

Services: Health and Welfare Services for 41 students attending out of

district schools for the 2022-2023 school year

Fees: \$1,021.00 per student

Total estimated to be \$41,861.00

(ii) Contractor: Smithtown Central School District

Services: Health and Welfare Services for 1 student attending out of

district schools for the 2022-2023 school year

Fees: \$1,248.44 per student

Total estimated to be \$1,248.44

(iii) Contractor: Uniondale Union Free School District

Services: Health and Welfare Services for 17 students attending out of

district schools for the 2022-2023 school year

Fees: \$968.39 per student

Total estimated to be \$16,462.63

Recommendation to **amend** the following contract (iv) which was approved by the Board of Education on June 23, 2022 (item B.1. (xxxvii)), and first amended on November 17, 2022 (item B.1. (vi)):

(iv) Contractor: Keeping Your Books

Services: Consulting services for District Accountant/Accounts Payable

for 2022-23

Fees: Total estimated not to exceed \$10,000.00 \$20,000.00

(Agreement is subject to review and approval by District counsel)

Recommendation to **amend** the following contract (v) which was approved by the Board of Education on August 11, 2022 (item B.2.):

(v) Transportation – Coach Bus Service – Athletic, Field Trips & Other Events 2022-23 Bid #22/23-25R*

Everywhere Transportation, Inc. 104-19 99th St. Ozone Park, NY 11417

TRIP 6 SCIENCE OLYMPIADS, Syracuse, NY EACH \$4,600.00 EACH \$7,600.00 FOR (1) \$4,600.00

FOR (1) \$7,600.00

- **B.2.** Recommendation to approve Capital Budget Appropriation Transfers as per attached. (Attachment B.2.)
- **B.3.** Recommendation to approve **2022-23** general fund appropriation requests:

FROM BUDGET CODE 2250-430-03-9000-307	SP ED CONTRACT SVCES Subtotal	AMOUNT \$20,000.00 \$20,000.00
TO BUDGET CODE 2815-450-03-9000-307	HLTH SVCES SUPP DW Subtotal	<u>AMOUNT</u> \$20,000.00 \$20,000.00

REASON FOR TRANSFER REQUEST: To cover the cost of purchasing EpiPens District-wide.

B.4. Recommendation to approve **2022-23** general fund appropriation requests:

	Subtotal	\$8.650.75
2850-448-09-9000-901	FIELD TRIP EXPENSES - MS	\$ <u>3,349.65</u>
2110-448-07-9000-701	TCHG FIELD TRIPS HH	\$ 696.95
2110-448-04-9000-401	TCHG FIELD TRIPS EH	\$ 318.25
2110-481-03-9000-301	TCHG BOOKS- PRIV/PAR	\$4,285.90
FROM BUDGET CODE		<u>AMOUNT</u>

TO BUDGET CODE		<u>AMOUNT</u>
5510-163-03-9000-303	TRANS N C SAL SUPLM	\$8,650.75
	Subtotal	\$8,650,75

REASON FOR TRANSFER REQUEST: To cover transportation costs associated with trips to multiple schools for this year's Nassau Music Educators Association All-County events.

B.5. Recommendation to approve **2022-23** general fund appropriation requests:

FROM BUDGET CODE		<u>AMOUNT</u>
2110-450-04-1300-401	TCHG SUPPLIES ENL EH	\$ 1,000.00
2110-450-04-3000-401	TCHG SUPPLIES EH STEM	\$ 3,347.80
2110-450-04-4300-401	TCHG SUP EH ELEM ENRICH	\$ 1,550.96
2110-450-04-9000-401	TCHG CL SUP EH	\$10,115.25
2110-451-04-1700-401	CONSUM WKBS – EH ELA	\$ 1,014.39
2110-451-04-1800-401	CONSUM WKBS – EH MATH	\$ 4,370.00
2110-451-04-2100-401	CONSUM WKBS – EH RDG	\$ 941.10
	Subtotal	\$22,339.50
TO BUDGET CODE		AMOUNT
2110-430-04-9000-401	TCHG EH CONTR	\$22,339.50
	Subtotal	\$22,339.50

REASON FOR TRANSFER REQUEST: To cover costs associated with renewing a six year subscription to National Geographic Exploring Science 2-5.

B.6. Recommendation to approve **2022-23** general fund appropriation requests:

FROM BUDGET CODE		<u>AMOUNT</u>
2010-153-03-9000-301	TCHR SAL, CURRICULUM WRIT	\$ 4,500.00
2070-430-03-9000-301	CONTR SVCES PROF DEVEL	\$ 8,000.00
2110-480-03-9000-301	NEW TEXTBK SERIES	\$ 7,500.00
	Subtotal	\$20,000.00
TO BUDGET CODE		<u>AMOUNT</u>
2110-490-03-5700-301	BOCES ARTS IN ED	<u>\$20,000.00</u>
	Subtotal	\$20,000.00

REASON FOR TRANSFER REQUEST: To cover sound production costs associated with the spring production at the high school.

- **B.7.** Recommendation to approve a payment in the amount of \$36,710.07 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 12/31/2022.
- B.8. 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#
\$14,000.00	HS Prof. Srvcs.	2110-245-08-23HS	H23-00009	AS3

B.9. 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 Academic Tutoring Services, Related Services, and Skilled Nurse Staffing Services for the 2023-24 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 Academic Tutoring Services, Related Services, and Skilled Nurse Staffing Services as authorized by General Municipal Law, Section 119-o in accordance with the terms and conditions of the Inter-Municipal Agreement attached hereto;

WHEREAS, the Board of Education has determined that it would be in its best financial interest to solicit proposals for Academic Tutoring Services, Related Services, and Skilled Nurse Staffing Services on a cooperative basis;

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 Agreement (Recitals) attached hereto and authorizes the Board President to execute the Agreement on behalf of the Board of Education. (Attachment B.9.)

- B.10. Extraclassroom Activity Treasurer Reports (Attachment B.10.)
 High School, December 2022
 Middle School, December 2022
- **B.11.** Recommendation by Dawn Piteo, School Lunch Manager, to declare as obsolete the attached items which are no longer of use in the district. They are either not functioning and cannot be repaired, or have become outdated and obsolete. These items may be sold as scrap, put up for auction, or discarded as is deemed appropriate. (Attachment B.11.)

Addendum

B.12. Recommendation to approve **2022-23** general fund appropriation requests:

FROM BUDGET CODE		<u>AMOUNT</u>
1310-200-03-9000-303	BUSINESS EQPT	\$15,000.00
1670-200-03-9000-311	CENT PRINTING EQUIP	\$ 3,197.32
1680-200-03-9000-311	COMPUTER EQPT	\$22,802.68
	Subtotal	\$41,000.00
TO BUDGET CODE		<u>AMOUNT</u>
1621-200-03-9000-310	MAINT EQPT	\$41,000.00
	Subtotal	\$41.000.00

REASON FOR TRANSFER REQUEST: To cover the cost of a replacement security vehicle.

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 January 6, 10, 13, 19, 23 and 27, 2023.
- **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 December 14, 2022, January 5, 6, 10, 12, 13, 17, 20, 23, and 30, 2023.
- C&I.3 Recommendation for the Board of Education to authorize the Board President to execute an Instructional Services Contract with Nassau BOCES for the Regional Summer School High School Program as outlined in the agreement from July 1, 2023 through August 31, 2023.
- C&I.4 Recommendation to approve Jenna Ruber to attend the Get Your Teach On Annual Conference in Grapevine, TX from June 25, 2023 through June 29, 2023 at a cost to the district not to exceed \$2,584.47.
- C&I.5 Recommendation to approve Ali Sparaco to attend the Get Your Teach On Annual Conference in Grapevine, TX from June 25, 2023 through June 29, 2023 at a cost to the district not to exceed \$1,531.07.
- **C&I.6** Recommendation to approve Wendy Svitek to attend the New York State Teacher Center Spring Symposium in Albany, New York from March 7, 2023 through March 8, 2023 at an estimated cost of \$446.16. [Cost of the trip paid through Roslyn's Laura Adler Teacher Center Grant].

C&I.7 Recommendation to approve Vincent Kreyling, 3 chaperones and 18 students to attend the 2023 Science Olympiad State Tournament in Syracuse, NY from March 17, 2023 through March 19, 2023 at an estimated cost to the district of \$5,249.40. [Total cost of trip is \$12,134.00, student contribution is \$6,884.60; district contribution is \$5,249.40.]

BOARD OF EDUCATION:

- **BOE.1** Recommendation to approve Meryl Waxman Ben-Levy and Michael Levine to attend the 2023 Annual School Law Conference presented by the Education Law Committees of the Suffolk County and Nassau County Bar Associations to be held on March 24, 2023 at a cost not to exceed \$450.00.
- **BOE.2** Recommendation that Ruth Quintero be designated as Assistant to the District Clerk and Translator at a rate of \$22.00 per hour for 10.5 hours for the for the May 16, 2023 budget vote.
- **BOE.3** Recommendation that Rodney Benson be designated as Chief Election Inspector at a rate of \$17.00 per hour for the 2022-2023 school year:
- **BOE.4** Recommendation that the District Election Clerks and Inspectors of Election be paid at a rate of \$15.00 per hour for the 2023 school year for the Annual Meeting, Budget Vote and Election of Trustees. The Board also authorizes the District Clerk to hire additional workers as needed.
- **BOE.5** BE IT RESOLVED, that Ruth Quintero is appointed as acting District Clerk for the May 16, 2023 Annual Budget Vote and Election in the event the District Clerk is unable to perform the duties of her position at a compensation to be determined.
- BOE.7 BOE.6 BE IT RESOLVED, that the Board of Education herewith authorizes and approves a certain Letter Agreement and General Release between a particular probationary employee and the Board of Education of the Roslyn Union Free School District; and
 - **BE IT FURTHER RESOLVED,** that the Board of Education herewith extends the probationary period for the above-referenced probationary employee from August 28, 2023, to August 28, 2024, in accordance with the above-referenced Letter Agreement and General Release. **(Withdrawn to a future meeting)**
- BOE.8 BOE.7 BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby ratifies and approves a certain Agreement between the School District, the Roslyn Teachers' Association and a certificated employee known to the Board, concerning accruals of the employee's probationary employment period; and
 - **BE IT FURTHER RESOLVED**, that the President of the Board of Education is authorized to execute the Agreement on behalf of the Board of Education.

BOE.9 BOE.8 WHEREAS, on February 8, 2023, the Roslyn Union Free School District solicited proposals from eligible agencies and community-based organizations for Universal Prekindergarten Services through a second Request for Proposals # 22/23-34 (the "RFP");

BE IT RESOLVED that the Board of Education hereby awards a contract to Growing Tree North for a Universal Pre-Kindergarten Program, subject to the terms and conditions of an agreement to be reviewed by District counsel;

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

Ms. Ben-Levy moved, seconded by Mr. Levine and carried by a vote of 7-0, to accept the Personnel Agenda Items P.1 - P.2 Addendum P.1, Business/Finance Agenda Items B.1 – B.11, Addendum B.12, Curriculum and Instruction Agenda Items C&I.1 – C&I.7, and Board of Education Agenda Item BOE.1 – BOE.5, BOE.6 (Withdrawn) BOE.7- BOE.8 as a consent agenda.

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy moved, seconded by Dr. Valauri, carried by a vote of 7-0, to adjourn at 9:40 p.m.

Respectfully submitted, Nancy Carney Jones

Nancy Carney Jones
District Clerk