

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

**Monday May 13, 2024**

**6:00 P.M.**

**Administration Building – Boardroom**

**MINUTES**

Meryl W. Ben-Levy, President  
Alison Gilbert  
Leigh Minsky  
David Seinfeld

**ALSO PRESENT**

Allison Brown	Superintendent
Michael Goldspiel	Assistant Superintendent for Secondary Education
Karina Báez	Assistant Superintendent for Primary Education
Susan Warren	Assistant Superintendent for Business and Administration
Nancy Carney Jones	District Clerk

**ABSENT**

Michael Levine, Vice President  
David Dubner  
Robert Koonin  
Blake Sohmer                      Student Delegate

Ms. Ben-Levy called the meeting to order at 6:01 pm

**6:00 p.m. - Board of Education Meeting**

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

**6:00 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.]

Ms. Ben-Levy opened up the budget hearing at 6:01 pm. The hearing is required by Educational Law for the budget process.

There were no public comments on the budget.

Ms. Ben-Levy closed the budget hearing at 6:02 pm

Recommendation to accept the Treasurer's Report for March 2024 (**Attachment T**)

**Ms. Ben-Levy moved, seconded by Mr. Minsky carried by a vote of 4-0, (Messrs. Dubner, Koonin and Levine absent), to accept the Treasurer's Report for March 2024.**

Recommendation to accept the minutes from the following meeting:  
April 16, 2024

**Ms. Ben-Levy moved, seconded by Mr. Minsky, carried by a vote of 4-0, (Messrs. Dubner, Koonin and Levine absent) to accept the minutes for April 16, 2024.**

#### **Board President's Comments**

Ms. Ben-Levy reminded everyone that next week is the budget vote and board election. She asked the members of the Board to tell everyone to come out and "exercise your right to vote."

#### **Superintendent's Comments**

Ms. Brown announced she would be hosting budget presentations on Thursday, May 16 at 6:30 p.m. and Friday, May 17 at 10:30 a.m. in the Administration building boardroom for any member of the public who would like additional information on the budget. In addition, the budget information is on the district website.

#### **Student Delegate's Comments**

Mr. Sohmer was not in attendance this evening.

#### **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

No comments.

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

**Ms. Ben-Levy moved, Mr. Minsky seconded and carried by a vote of 4-0, (Messrs. Dubner, Koonin and Levine absent) to move the agenda as a consent agenda and agenda addendum.**

**Ms. Ben-Levy moved, Dr; Gilbert seconded and carried by a vote of 4-0, (Messrs. Dubner, Koonin and Levine absent) to adopt the consent agenda and agenda addendum.**

**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**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
29	Samantha Ciccolella	Revise Appointment	Regular Substitute/Leave Replacement (N.Julich)	HS	On or About 5/21/24	6/30/24		Math 7-12, Students w/Disabilities All Grades, BA/Step 1, Per RTA Contract
30	Kristen Sampino	Probationary Appointment	Teacher (G.Young)	EH	8/29/24	Prob. Ends 8/28/28*	Childhood Education	Childhood Ed & Students w/Disabilities Gr.1-6, MA/Step 1**, Per RTA Contract
31	Alexis Stein	Probationary Appointment	Teacher (S.Long)	EH	8/29/24	Prob. Ends 8/28/28*	Childhood Education	Childhood Ed, Gr. 1-6, MA/Step 1**, Per RTA

								Contract
32	Erica Goldstick	Probationary Appointment	Reading (D.Carra)	HH/HTS	8/29/24	Prob. Ends 8/28/27*	Reading	Literacy, Birth-Gr. 6, MA/Step 1**, Per RTA Contract
33	Priscilla Levy	Probationary Appointment	Special Education (S.Phelan)	HH	8/29/24	Prob. Ends 8/28/27*	Special Education	Childhood Ed & Students w/Disabilities Gr.1-6, M6/Step 1**, Per RTA Contract
34	Rebecca Raevsky	Appointment	Regular Substitute/Leave Replacement (J.Withers)	HH	On or About 8/29/24	6/30/25		Students w/Disabilities Gr.1-6, MA/Step 1**, Per RTA Contract
35	Alyssa Greaney	Appointment	Regular Substitute/Leave Replacement (P.Van Roten)	EH	On or About 8/29/24	6/30/25		Childhood Ed Gr.1-6 & Students w/Disabilities, All Grades, MA/Step 1**, Per RTA Contract
36	Kaitlyn Rubin	Appointment	Regular Substitute/Leave Replacement (C.Krause)	HH	On or About 8/29/24	6/30/25		Early & Childhood Ed, Birth-Gr. 6, BA/Step 1**, 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: Manhasset Union Free School District  
 Services: Health and Welfare Services for 14 students attending out of district schools for the 2023-24 school year  
 Fees: \$1,319.68 per student  
 Total estimated to be \$18,475.52
- (ii) Contractor: South Huntington Union Free School District  
 Services: Health and Welfare Services for 3 students attending out of

- district schools for the 2023-2024 school year
- Fees: \$888.05 per student  
Total estimated to be \$2,664.15
- (iii) \*Contractor: Helping Hands Licensed Behavior Analyst Services, PLLC  
Services: Special Ed ABA Services for the summer and school year 2024-25 as specified in the agreement  
Fees: Total estimated to be \$68,000.00 (\$8,000.00 for the summer program; \$60,000.00 for the school year)
- (iv) Contractor: Keeping Your Books  
Services: Consulting services for District Accountant/Accounts Payable for the 2024-25 school year  
Fees: Total estimated not to exceed \$15,000.00  
(Agreement is subject to review and approval by District counsel)
- (v) \*Contractor: NY Therapy Placement Services  
Services: Special Ed ABA and Resource Room Services for the 2024-25 school year as specified in the agreement  
Fees: Total estimated to be \$10,000.00
- (vi) \*Contractor: Professional Athletic Training Services, PLLC  
Services: Athletic Trainer for both MS and HS (July 1, 2024 through June 30, 2025)  
Fees: Total estimated to be \$76,179.00 for up to 1,600 hours; \$40 per hour for each additional hour  
(Agreement is subject to review and approval by District counsel)
- (vii) \*Contractor: Long Island Tutorial Services, Inc.  
Services: Tutoring services as necessary for the 2024-25 school year  
Fees: Total estimated to be \$3,500  
(Agreement is subject to review and approval by District counsel)
- (viii) \*Contractor: Syosset Home Tutoring, Inc.  
Services: Tutoring services as necessary for the 2024-25 school year  
Fees: Total estimated to be \$22,500  
(Agreement is subject to review and approval by District counsel)
- (ix) \*Contractor: Tutoring for Life, LLC d/b/a Tutors 4 Life  
Services: Tutoring services as necessary for the 2024-25 school year  
Fees: Total estimated to be \$22,500  
(Agreement is subject to review and approval by District counsel)

Recommendation to **extend** the following contract [(x) which was approved by the Board of Education on November 18, 2021 (item B.18. Bid# 21/22-21)], extended on June 2, 2022 (item B.1. (x)), and again on May 4, 2023 (item B.1. (vi)), in order to renew:

- (x) \*Contractor: T & D Sports Video Productions  
 Services: District-wide livestreaming services for the 2024-25 school year  
 Fees: Total estimated to be \$15,050.00  
 (Agreement is subject to review and approval by District counsel)

**B.2.** Recommendation to approve Capital Budget Appropriation Transfers as per attached. **(Attachment B.2.)**

**B.3.** Recommendation to approve **2023-24** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2850-448-08-6500-801	FIELD TRIP EXP- M BAND	\$ 91.27
2850-448-08-6700-801	CO-CURR FIELD TRIPS	\$178.79
	<b>Subtotal</b>	<b>\$270.06</b>
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5550-430-03-9000-510	TRANS PUBLIC SERVICE	\$270.06
	<b>Subtotal</b>	<b>\$270.06</b>

REASON FOR TRANSFER REQUEST: To cover the cost of tolls associated with travel for high school co-curricular events.

**B.4.** Recommendation to approve **2023-24** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9060-800-03-9000-303	MEDICAL INS ADM	\$50,000.00
	<b>Subtotal</b>	<b>\$50,000.00</b>
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-03-9000-310	MAINT CONT SVCES – DIST	\$25,000.00
1621-446-03-9000-310	MAINT-DIST-BUILDING REP	\$25,000.00
	<b>Subtotal</b>	<b>\$50,000.00</b>

REASON FOR TRANSFER REQUEST: To supplement costs associated with service contracts and emergency repairs as needed District-wide.

**B.5.** Recommendation to approve **2023-24** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2855-430-09-6800-309	INTER-SCH CONTR MS	\$8,000.00
2855-440-08-6800-309	INTER-SCH TRAV CONF WKSHP	\$1,200.00
	<b>Subtotal</b>	<b>\$9,200.00</b>
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2855-448-08-6800-309	ATHLETIC ADMISSIONS- HS	\$1,200.00
2855-450-08-6800-309	INTER-SCH SUPPLIES HS	\$8,000.00
	<b>Subtotal</b>	<b>\$9,200.00</b>

REASON FOR TRANSFER REQUEST: To cover expenses related to Athletics meets, invitational events, county award ceremonies, and supplies.

**B.6.** Recommendation to approve **2023-24** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2250-158-08-9000-303	SP ED TCHR ASST SAL- HS	\$65,000.00
	<b>Subtotal</b>	<b>\$65,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2250-490-03-9000-307	SP ED BOCES	\$65,000.00
	<b>Subtotal</b>	<b>\$65,000.00</b>

REASON FOR TRANSFER REQUEST: To supplement tuition and service expenses through BOCES.

**B.7.** Recommendation to approve **2023-24** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
5510-210-03-9000-510	TRANS BUSES	\$30,000.00
	<b>Subtotal</b>	<b>\$30,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5510-454-03-9000-510	Trans Fuel	\$30,000.00
	<b>Subtotal</b>	<b>\$30,000.00</b>

REASON FOR TRANSFER REQUEST: To cover fuel expenses for District buses through the end of the school year.

**B.8.** Recommendation to approve a payment in the amount of \$47,311.21, to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 2/29/2024.

**B.9.** Recommendation to approve the following payment(s) 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 #
\$450.00	HH Reimbursables	2110-245-07-24OT	H24-00071	R06

**B.10.** Recommendation to approve a credit change order as indicated below. This change order will decrease the contract with Hinck Electrical Contractor, Inc. in the amount of \$17,412.62 and therefore decrease purchase order H23-00165 in account code H-1620-293-08-23HS.

Hinck Electrical Contractor, Inc. (HS EC-001) represents a credit in the amount of \$17,412.62. This change order allows for the return of balances in both our Electrical Construction and Electrical Service Allowances not used during project completion. The bid award was presented to the Board of Education for approval as item B.2 on the agenda of 3/3/23.

- B.11. Extraclassroom Activity Treasurer Reports (Attachment B.11.)**  
 High School, March 2024  
 Middle School, March 2024

**Addendum**

- B.12. Supply and Delivery of Prefabricated Security Guard Booth (Re-Bid) Bid #23/24-41**

Bid Advertised – April 26, 2024  
 Bid Opened – May 10, 2024  
 Number of Bids Emailed - 2  
 Number of Bids Received - 1

Recommendation: That award based on low cost satisfactorily meeting specifications is made as follows:

**Company:**  
**T.C.S. Marine Services CC**  
**2933 Judith Dr.**  
**Bellmore, NY 11710**

Base Bid	\$48,636.00
<hr/>	
Total Contract	\$48,636.00

Estimated total cost is within the 2023-2024 budget.

- B.13. Recommendation to approve 2023-24 general fund appropriation requests:**

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-433-08-9000-801	TCHG MEMB DUES HS	\$4,000.00
2110-445-08-1910-801	MUSIC REPAIRS – HS BAND	\$1,500.00
2110-445-08-1920-801	MUSIC REPAIRS – HS ORCH	\$1,200.00
2110-448-08-1900-801	FIELD TRIP EXP- MUSIC	\$1,000.00
2110-448-08-2200-801	FIELD TRIP EXP- SCIENCE	\$ 300.00
	<b>Subtotal</b>	<b>\$8,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2020-450-08-9000-801	SUPVSN SUPPLIES HS	\$8,000.00
	<b>Subtotal</b>	<b>\$8,000.00</b>

REASON FOR TRANSFER REQUEST: To cover the cost of additional supplies through the end of the year.

## **CURRICULUM AND INSTRUCTION:**

**C&I.1** 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 March 1, 4, 5, 13, 14, 15, 18, 20, 21, 22 and 25, 2024.

**C&I.2** Recommendation to approve the contract between Textbook Central and the Roslyn School District for management of textbook distribution to non-public school children for the 2024-2025 school year at \$33.95 per student administrative fee plus cost of textbooks (approximately 171 students) for an estimated total fee to the district of \$28,000.00.

The Board of Education hereby authorizes the President of the Board of Education to execute necessary documents to effectuate said Agreement on behalf of the Board of Education.

**C&I.3** Recommendation to approve Gary Ramonetti to attend the Electric Vehicle Charging Systems Teach the Teacher Seminar in Troy, New York from June 23, 2024 through June 25, 2024 at an estimated cost to the district not to exceed \$850.00

## **BOARD OF EDUCATION**

**BOE.1 WHEREAS**, the School District receives invoices for payment from various companies for utilities supplied to each of the buildings during the course of the fiscal year; and

**WHEREAS**, the Board of Education wishes to provide for the timely and effective payment and audit of said invoices,

**WHEREAS**, pursuant to Education Law Section 1724(3), the Board of Education of the Roslyn Union Free School District may authorize the payment of claims for public utility services, postage, freight and express charges in advance of the audit of such claims,

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education hereby authorizes the payment in advance of audit of claims for all public utility services, postage, freight and express charges, in accordance with law and the policies of the Board of Education.

## **Addendum**

**BOE.2 WHEREAS**, Temple Beth Sholom has warranted to the District that it owns certain property designated as part of Section 7, Block P, Lots 1B and 1E on the Tax Map of Nassau County; and

**WHEREAS**, the property owned by Temple Beth Sholom is adjacent to the Roslyn Middle School; and

**WHEREAS**, the parties have engaged in discussions concerning the grant of an easement by Temple Beth Sholom to the District for the purpose of utilizing an access roadway/area to and from the Roslyn Middle School and traversing upon, over and through certain portions of Temple Beth Sholom property to and from Roslyn Road for school and emergency purposes; and

**WHEREAS**, said easement will provide additional access for ingress and egress for the Roslyn Middle School and further provide for orderly and rapid evacuation of both pupils and staff in the event of an emergency; and

**WHEREAS**, Temple Beth Sholom has agreed to grant to the District an easement for the purposes described herein and in the attached Declaration of Easement and Agreement between the Temple Beth Sholom and the District; and

**WHEREAS**, the Board of Education believes it to be in the District's best interest to accept the grant of this easement in favor of the District;

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education hereby accepts the grant of easement from Temple Beth Sholom and approves the Declaration of Easement and Agreement between the Temple Beth Sholom and the District;

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the Board President to execute any and all documents necessary to effectuate the Roslyn Union Free School District's acceptance of the easement, including the Declaration of Easement and Agreement; any transfer of the property rights associated with the easement from Temple Beth Sholom to the District; and the recording of the easement with the County of Nassau.

### **Public Comments**

No public comment.

**Ms. Ben-Levy moved, seconded by Dr. Gilbert, carried by a vote of 4-0 (Messrs. Dubner, Koonin and Levine absent), to accept the Personnel Agenda Items P.1, P.2 , Addendum P.1; Business/Finance Agenda Items B.1 – B.11, Addenda B.12 – B.13; Curriculum and Instruction Agenda Items C&I.1 – C&I.3 and Board of Education Agenda Items BOE.1 and Addendum BOE.2, as a consent agenda.**

### **Adjournment**

**There being no further business to come before the Board of Education, Ms. Ben-Levy moved, seconded by Dr. Gilbert carried by a vote of 4-0, (Mr. Dubner, Koonin and Levin absent) to adjourn at 6:04 p.m.**

**Respectfully submitted,  
*Nancy Carney Jones*  
Nancy Carney Jones**