

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

**Thursday, April 8, 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  
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
Carrie Anne Tondo	District Counsel

**ABSENT**

Steven Litvack	
Alida Pahlevan	Student Delegate

**7:00 p.m. – Executive Session**

Pursuant to Public Officers Law, Section 105, duly moved, seconded, and carried by a vote of 6-0 (Mr. Litvack absent) ; that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss pending contract negotiations.

The Executive Session adjourned at 7:59 pm. The Board reconvened in Public Session at 8:03 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**

Recommendation to accept the Treasurer's Reports for January, 2021 (**Attachment T1**) and February, 2021 (**Attachment T2**)

**Ms. Ben-Levy moved, seconded by Mr. Saffron carried by a vote of 6-0, (Mr. Litvack absent) to accept the Treasurer's Report for January 2021 and February 2021.**

Recommendation to accept the minutes from the following meeting: March 18, 2021

**Ms. Ben-Levy moved, seconded by Mr. Saffron, carried by a vote of 6-0, (Mr. Litvack absent) to accept the minutes for March 18, 2021.**

## **Board President's Comments**

Ms. Ben-Levy announced Ms. Pahlevan, OCC President and Student Delegate was not in attendance this evening, she is attending an awards ceremony. Ms. Pahlevan shared with Ms. Ben-Levy that the OCC is currently working on student's concerns such as the junior prom and senior experiences with the High School administration.

Ms. Ben-Levy expressed her thanks and appreciation to the parents and students for their continued support in following the pandemic restriction requirements during the recent vacation break. She thanked the community for "being part of the solution and not part of the problem"

Ms. Ben-Levy thanked Ms. Brown and the Administration for all their efforts in keeping the students safe in school during this pandemic. She also thanked Ms. Brown and the Administrative staff for all their hard work in creating this year's budget and for the time and effort that went into creating tonight's presentations.

## **Superintendent's Comments**

Ms. Brown had no comments.

## **Student Delegate's Comments**

Ms. Pahlevan was not in attendance this evening.

## **Discussion Item(s):**

- **Enrollment/Personnel**

Ms. Brown, Superintendent of Schools presented a PowerPoint – Enrollment, Class Size and Highlights *for the 2021-2022 School Year*.

The presentation outlined the student enrollment and staffing requirements by grade proposed for next year. Currently the projected enrollment figures are as follows:

<b>Schools</b>	<b>Projected Enrollment</b>
Heights	370
East Hills	530
Harbor Hill	489
Middle School	755
High School	1,024

The creation of this year’s budget has all students receiving in-person learning. There are contingency plans in the event the district would need to “pivot” to remote learning. Based on current class sizes at the elementary level, three (3) contingency teaching positions have been budgeted in the event of increased enrollment. The Administration is proposing a decrease of teaching staff at the elementary and district level of 4.62 FTE’s and an increase of 1.8 FTE’s at the secondary level.

- **Staffing Budget**

Mr. Joseph Dragone, Assistant Superintendent for Business and Administration presented a PowerPoint *Salaries and Benefits, Budget Changes, Fund Balance Update, State Aid Analysis and Revenue and Tax Levy*.

The proposed changes in staffing across the district represent an increase of 1.70 FTE’s. The staffing changes include an increase of five (5) additional bus drivers, two (2) of these positions being cleaner/drivers, the clerical staff will decrease by .48 FTE and the teaching staff will decrease by 2.82 FTE.

The total dollars allocated in the budget for salaries will increase by \$1,469,369 and benefits will increase by \$363,548.

**Budget-to-Budget Update**

Mr. Dragone spoke about the budget changes to date. Currently the budget is \$118,663,250, which is an increase of 2.89% from the 20-21 budget.

**Estimate Fund Balance**

The projected revenue for 2020-2021 fund balance is \$1,189,359 and projected expenditures are lower by \$2,924,517. This represents a net variance of revenues and expenditures of \$4,113,875. The district can use this money to put into reserves or reduce next year’s tax levy. The district plans to use \$600,000 to reduce next year’s tax levy.

### Analysis of State Aid

One of the major changes in state aid this year is an increase in Foundation Aid of 23.54% or \$749,826. The district's overall State Aid will increase by 12.87%

### Revenue and Tax Levy

The proposed tax levy is an increase of 2.24%. The tax levy is lower due to revenue increases in State Aid and a fund balance transfer of \$600,000. Mr. Dragone explained that the only number the district is responsible for is setting the tax levy. This year the tax levy is \$98,946,329. Nassau County decides on how to distribute the taxes by the tax rate and the assessed value.

On behalf of the Board of Education, Ms. Ben-Levy expressed her appreciation to Ms. Brown and the Administration team for presenting such "a thoughtful spending plan for next year in such a difficult time". Ms. Ben-Levy discussed the synergy between the Board of Education and Administration. She explained this year's spending plan are directly related to the goals established by the Board of Education. She expressed how proud she is to be able to present this spending plan to the community.

Ms. Brown thanked the Board for their support and for appreciating how hard the Administration has worked on this budget.

Mr. Seinfeld expressed his appreciation to Mr. Dragone for his many years of working with us and for the excellent job he did this evening.

**Ms. Ben-Levy made a motion to accept the agenda as a consent agenda.**

**Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 6-0, (Mr. Litvack absent) to move as a consent agenda.**

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

**Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 6-0, (Mr. Litvack absent) to adopt 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.** Recommendation to approve the Adult Education Instructor Salaries attached as **(Attachment P.3)**

**P.4. WHEREAS**, for reasons of economy and efficiency, the Board of Education of the Roslyn Union Free School District (hereinafter “Board”) has received from the Superintendent of Schools a recommendation to abolish the following position:  
Administrative Officer

**WHEREAS**, the Board has determined that it is in the best interest of the School District to effectuate the recommendation of the Superintendent of Schools.

**NOW, THEREFORE, BE IT RESOLVED:** The Board of Education herewith abolishes the following position, effective April 30, 2021: Administrative Officer.

**Addendum**

**P.1 Professional**

Item	Name	Action	Position / Replacing	Class	Type	Location	From	To	Certification / Class / Step / Salary
6	Joseph Tacopina	Resignation	Teaching Assistant			HS		4/9/21 (last day of employment)	

**P.2 Classified**

Item	Name	Action	Position / Replacing	Class	Type	Location	From	To	Certification Class / Step Salary
2	Daria Paczek	Rescind Appointment	Administrative Assistant	Comp	Prob	Facilities			

**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: The Summit School (Upper Nyack) Residential  
Services: Educational/Residential services for 1 student for 2020-21 school year (April 7, 2021 through June 30, 2021)  
Fees: \$38,545.00 – 10-month program tuition plus \$314.80 per month for the NYSED Dormitory Authority Capital Construction Project fee plus 56.848% of maintenance owed to Nassau County DSS  
Total estimated to be \$12,507.90 (Prorated) or state approved rate when finalized  
(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (ii) which was approved by the Board of Education on March 18, 2021 (item B.1. (iii)):

- (ii) 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~~ \$30,261.90 (Prorated) (Roslyn to receive)

**B.2.** Recommendation to approve Capital Fund Appropriation Transfer Requests (**Attachment B.2.**)

**B.3.** Recommendation to approve a payment in the amount of \$37,304.77 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 02/28/2021.

**B.4.** Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change order is required in order to continue the projects and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect and the 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.

MS Doors Project extension to complete the remaining doors at the Middle School.

\$318,595.00 - P&M Doors including a \$20,000.00 refundable allowance  
\$10,482.25 - Fastenal for classroom signage numbers/names/braille  
\$1,475.00 - J.C. Broderick to test 2 exterior doors for lead paint and asbestos caulking

Total: \$330,552.25

- B.5 WHEREAS**, effective January 1, 2012, Roslyn Union Free School District ("Corporation") adopted the Roslyn Union Free School District Flexible Benefit Plan ("Plan") for the benefit of its employees; and

**WHEREAS**, pursuant to Section 8.1 of the Plan, the Corporation may amend the Plan at any time by an instrument in writing.

**NOW THEREFORE, BE IT RESOLVED**, that the Plan is hereby amended and restated effective April 1, 2021 as an employee welfare benefit plan to be maintained by the Corporation pursuant to Section 125 of the Internal Revenue Code, and that a copy of the plan document, as amended and restated, be attached to these resolutions; and be it further

**RESOLVED**, that the proper officers of the corporation are authorized to execute the amended and restated Plan, to receive employee contributions and pay benefits as provided therein, and to do every other act or thing necessary or proper to meet and comply with the obligations of the Corporation as therein provided and to carry these resolutions into full force and effect, and to direct counsel to take such action as may be necessary to satisfy any applicable requirements of law. **(Attachment B.5.)**

- B.6. Extraclassroom Activity Treasurer Reports (Attachment B.6.)**  
High School, January, February 2021  
Middle School, January, February 2021

### **Addendum**

- B.7. WHEREAS**, according to the American Rescue Plan Act of 2021 passed on March 11, 2021, employers may permit employees to make elections of up to \$10,500 for a Dependent Care FSA, and

**WHEREAS**, this is a temporary change that only applies to plan years beginning in 2021, and

**WHEREAS**, employers will complete a request form indicating their intent to temporarily adopt the provision, now therefore

**BE IT RESOLVED** that the Board of Education authorizes the adoption of this provision for calendar year 2021, and

**BE IT FURTHER RESOLVED** that the Assistant Superintendent for Business and Administration be authorized to submit the form requesting the change on behalf of the district.

**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 March 4, 12, 17 and 18, 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 11, 2021; March 2 and 10, 2021.

**BOARD OF EDUCATION:**

**BOE.1 BE IT RESOLVED**, that Ruth Quintero is appointed as acting District Clerk for the May 18, 2021 Annual Budget vote and Election in the event the District Clerk is unable to perform the duties of her position at compensation to be determined.

**BOE.2 BE IT RESOLVED** that the 2021 annual school budget vote and election of the Roslyn Union Free School District will be conducted on May 18, 2021, between the hours of 7:00 a.m. and 10:30 p.m., at the Roslyn High School North Gym; and

**BE IT FURTHER RESOLVED** that the District Clerk is directed to include information of the date, time and location of the 2021 annual budget vote and election in the School District's legal notice.

**Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 6-0, (Mr. Litvack absent) to accept the Personnel Agenda items P.1- P.4, Addenda P.1 and P.2, Business/Finance Agenda Items B.1 – B.6, Addendum B.7, Curriculum and Instruction Agenda Items C&I.1 – C&I.2, and Board of Education Agenda Items BOE.1- BOE.2 as a consent agenda.**

Mr. Dragone asked the Board of Education if they were ready to adopt the budget this evening.

**Ms. Ben-Levy asked the members of the Board if they were prepared to adopt the budget this evening and she made the following motion.**

**Ms. Ben-Levy moved, Mr. Saffron seconded to move the Budget based on the presentations to be adopted tonight. After the Board discussed the motion it was carried by a vote of 6-0 (Mr. Litvack absent) that the Board would approve the budget but wait for a formal resolution at the next meeting to adopt the budget.**



**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 6-0, (Mr. Litvack absent) to adjourn at 8:40 p.m.**

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