

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

Thursday, November 18, 2021

7:00 P.M.

Roslyn Middle School – Auditorium

MINUTES

Meryl W. Ben-Levy, President
David Dubner
Michael Levine
Steven Litvack 7:08pm
David Seinfeld arrived at 7:06pm
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
Jaideep Grewal	Student Delegate

ABSENT

Clifford Saffron, Vice President

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

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the Claims Auditor's Report for October 2021

Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 4-0, (Mr. Saffron absent, Messrs. Litvack and Seinfeld had not arrived) to accept the Claims Audit Reports for October 2021

Recommendation to accept the Treasurer's Report for July 2021. **(Attachment T1)**

Ms. Ben-Levy moved, seconded by Mr. Dubner carried by a vote of 4-0, (Mr. Saffron absent, Messrs. Litvack and Seinfeld had not arrived) to accept the Treasurer's Report for July 2021.

Recommendation to accept the minutes from the following meeting:
October 21, 2021

Ms. Ben-Levy moved, seconded by Dr. Valauri, carried by a vote of 4-0, (Mr. Saffron absent, Messrs. Litvack and Seinfeld had not arrived) to accept the minutes for October 21, 2021.

Board President's Comments

Ms. Ben-Levy spoke about the Royal Crown Players amazing production of Legally Blonde and recommended everyone to see the show. The show is currently running to limited seating and is being live streamed.

Ms. Ben-Levy expressed her thanks for the school district's staff members and community. She wished everyone a happy, healthy, safe Thanksgiving.

Superintendent's Comments

Ms. Brown commented on the outstanding production of Legally Blond and spoke of the incredible talent of our students and the musical director. She recommended everyone see this production.

On behalf of the school district, Ms. Brown expressed her thanks to the Board of Education for all the work they do to make this district move forward and wished everyone a very Happy Thanksgiving.

Ms. Ben-Levy acknowledged the receipt of a citation from Nassau County Legislator Joshua Lafazan in recognition of School Board Recognition Month.

Student Delegate's Comments

Mr. Grewal spoke of the great success of this year's costume contest. After a 2-year absence, the students were very excited to be able to have the contest again. The OCC is currently working on the annual Candy Cane sale. The OCC is also asking Mr. Lopez to attend a future OCC meeting

Presentation: BBS Architects – Field/Facility Renovations
Messrs. John Longo, Senior Associate and John Prentice, Associate, BBS

Architects, presented a PowerPoint presentation *Proposed Athletic Facility Improvements, Board of Education Capital Project Update*.

The presentation outlined proposed renovations and improvements to the High School, Middle School and East Hills School athletic fields. The projects at the High School includes – a new synthetic turf and track area, conversion of the Varsity baseball field to turf and renovation to tennis court area and addition of a 7th court. The Middle School will include the addition of a multi-use turf and softball field. At East Hills, the project includes the installation of a turf softball infield. Other projects under consideration are a High School toilet building, lights for the football, track and baseball fields and Middle School field lights.

PUBLIC COMMENT #1 Limited to Agenda Items ONLY

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

Though not required by law, the Roslyn Board of Education invites public comment during its meetings. Citizens will be recognized by the presiding officer. Please state your name and address before speaking and 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

Mr. Zhangchong Li, Parent commented on this evening's presentation and asked about the use of the fields.

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.

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

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

Ms. Ben-Levy moved, Mr. Levine seconded and carried by a vote of 6-0, (Mr. Saffron absent) to adopt as a consent agenda with the agenda addendum.

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 increase the hourly rate of pay to \$15.00 effective December 31, 2021 to meet minimum wage standards, for the following positions: Substitute Food Service Worker, Monitor Security & Seasonal Clerks.

Addendum
P.2 Classified

Item	Name	Action	Position / Replacing	Class	Type	Location	From	To	Certification Class / Step Salary
7	Tara Lane	Resignation	Registered Nurse			MS		12/3/21 (last day of employment)	
8	Tara Lane	Substitute Appointment	Per Diem Substitute RN		Sub		On or about 12/6/21*	6/30/22	\$240/day
9	Dean Christian	Part-Time Appointment	Part-Time Bus Driver (J.McCann)	Non-Comp	P/T	Bus	On or about 11/29/21*		\$23.00/hr.
10	Lester Salguero	Part-Time Appointment	Part-Time Bus Driver (O.Rodriguez)	Non-Comp	P/T	Bus	On or about 11/29/21*		\$23.00/hr.

* Pending Civil Service Approval

NOTE: All appointments are subject to Federal, State and local conditions due to COVID-19.

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: Long Island University – C.W. Post
 Services: 2022 High School graduation at Tilles Center on June 24, 2022 (Rehearsal June 21, 2022)
 Total estimated to be \$15,968.00
 (Agreement is subject to both review and approval by district counsel and the governor’s executive order regarding public gatherings and state and local conditions)
- (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 2020-2021

Fees: Total estimated to be \$13,600.02

(iii) 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 2021-2022

Fees: Total estimated to be \$15,000.00

Recommendation to **amend** the following contract (iv) which was approved by the Board of Education on June 24, 2021 (item B.1. (xxii)):

(iv) *Contractor: Metro Therapy, Inc.

Services: Various services for the 2021-22 school year as specified in the agreement

Fees: Total estimated to be ~~\$11,000.00~~ \$11,500.00 (~~\$1,000.00~~ \$1,500.00 for the summer program; \$10,000.00 for the school year)

(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 June 24, 2021 (item B.1. (xvi)):

(v) *Contractor: ~~Helping Hands Children's Services, Inc.~~ *Helping Hands Licensed Behavior Analyst Services, PLLC*

Services: Various services for the 2021-22 school year as specified in the agreement

Fees: Total estimated to be \$110,000.00 (\$16,000.00 for the summer program; \$94,000.00 for the school year, paid via 611 grant)

B.2. Recommendation to approve **2021-22** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1680-200-03-9000-311	COMPUTER EQPT	\$16,880.76
	Subtotal	\$16,880.76

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1680-490-03-9000-311	CENTRAL DATA BOCES SVCS	\$16,880.76
	Subtotal	\$16,880.76

REASON FOR TRANSFER REQUEST: To allow for the purchase of an internet aggregator to increase bandwidth across the District.

B.3. Recommendation to approve **2021-22** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2850-448-08-6500-801	FIELD TRIP EXP – M BAND	\$2,507.29
2850-448-08-6700-801	CO-CURR FIELD TRIPS	\$3,755.68
	Subtotal	\$6,262.97

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5510-163-03-9000-303	TRANS N C SAL SUPLM	\$6,262.97
	Subtotal	\$6,262.97

REASON FOR TRANSFER REQUEST: To cover the transportation costs associated with RHS Marching Band and Forensics trips.

B.4. Recommendation to approve **2021-22** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2850-448-08-6500-801	FIELD TRIP EXP – M BAND	\$567.29
	Subtotal	\$567.29

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5550-430-03-9000-510	TRANS PUBLIC SERVICE	\$567.29
	Subtotal	\$567.29

REASON FOR TRANSFER REQUEST: To cover the cost of tolls associated with RHS Marching Band trips.

B.5. Recommendation to approve **2021-22** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-490-03-5700-301	BOCES ARTS IN ED	\$15,000.00
	Subtotal	\$15,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2010-490-03-9000-301	C&I – BOCES SVCS	\$15,000.00
	Subtotal	\$15,000.00

REASON FOR TRANSFER REQUEST: To reallocate funds within the BOCES system to allow for payment from the appropriate budget code.

B.6. Recommendation to approve **2021-22** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9950-900-03-9000-303	TFER-CAPITAL FUND	\$33,306.31
	Subtotal	\$33,306.31

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1680-490-03-9000-311	CENTRAL DATA BOCES SVCS	\$33,306.31
	Subtotal	\$33,306.31

REASON FOR TRANSFER REQUEST: To cover the cost of hardware and software as part of Capital improvements within the district in order to be eligible for BOCES aid.

- B.7.** Recommendation to approve a payment in the amount of \$15,330.94 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 09/30/2021.
- 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 #
\$21.52	HH Reimbursables	2110-245-07-20HF	H20-00023	14
\$40.50	MS Reimbursables	2110-245-09-20MS	H20-00016	7
\$2,417.81	MS Prof. Svcs.	2110-245-09-20MB	H22-00013	2

- B.9.** Recommendation to approve the following payments to Park East Construction Corporation for construction management services and reimbursements rendered to the district pertaining to various projects 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 #	Inv #
\$13,450.00	HS Prof. Svcs.	2110-201-08-20HS	H21-00047	HS – 13
\$6,774.00	HS Prof. Svcs.	2110-201-08-20HS	H21-00047	HS – 14

- B.10.** The Superintendent recommends that the Board of Education adopt the following calendar for the May 2022 Budget Vote. (**Attachment B.10.**)
- B.11. 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 January 1, 2022 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.11.)**

B.12. Extraclassroom Activity Treasurer Reports **(Attachment B.12.)**
High School, July 2021
Middle School, July 2021

B.13. Recommendation to accept, pursuant to receipt by Michelle Hazen, Harbor Hill School Principal, a donation from their PFA, in the amount of \$3,000.00, to be appropriated to 1621.430.07.9000.310 to be used to install sprinklers in the school courtyard, 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.14. Recommendation to accept, pursuant to receipt by Michelle Hazen, Harbor Hill School Principal, a donation from their PFA, in the amount of \$4,700.00, to be appropriated to 1620.450.07.9000.310 to be used to purchase picnic tables for the school courtyard, 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.15. Recommendation to accept, pursuant to receipt by Susan Warren, Assistant Superintendent for Business and Administration, a class-action lawsuit settlement from the NYS Office of the Attorney General, in the amount of \$13,457.46, for deposit to account 980.2703.000 (Refund PY Exp-Other-Not Trans), 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.16. Recommendation by Dr. Michael Brostowski, Director of Health, Physical Education, and Athletics, to declare as obsolete the attached items which have outlived their usefulness and are no longer in use in the district. It is recommended that they be discarded. **(Attachment B.16.)**

Addendum

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):

The following item [(vi)] is a “flow-through” grant that passes through the

district special aid fund but has no impact on our general fund budget

- (vi) Contractor: Developmental Disabilities Institute
 Services: Instructional services for the 2021-22 school year
 Fees: **611 Grant**
 \$1,929.00 per student (1 student)
 Total will be \$1,929.00

B.17. WHEREAS, on August 24, 2021, the Board of Education of the Roslyn Union Free School District awarded a contract to Dell Transportation, Inc. as the lowest responsible bidder for certain private, parochial and special education transportation of District students; and

WHEREAS, on September 2, 2021, the Board of Education modified the award of Cooperative Transportation Bids for the 2021-2022 school year to Dell Transportation, Inc.; and

WHEREAS, the Contractor is able to perform certain routes in accordance with the August 24, 2021 award,

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Roslyn Union Free School District hereby modifies the award of Cooperative Transportation Bids for the 2021-2022 school year to Dell Transportation, Inc. to read as follows:

Company	Roslyn Students	Roslyn Cost Month	Roslyn Cost Year
Crescent School	1	6,360.00 per child 7,225.00 van price 3,100.00 monitor	0
Winston Prep School (not Roslyn-exclusive routes)	2	6,502.50 van price 3,100 monitor	Dependent on service provided
Winston Prep School (Roslyn-exclusive routes effective October 1, 2021)	2	7,225 van price 3,100 monitor	Dependent on service provided
Waldorf School (not Roslyn-exclusive routes)	1	6,502.50 van price 3,100	Dependent on service provided
Waldorf School (Roslyn-exclusive routes effective October 1, 2021)	1	7,225 van price 3,100 monitor	Dependent on service provided
Long Island Lutheran HS	1	3,333 per child 7,225 van price 3,100 monitor	33,330.00

St Dominic Elementary	1	3,333 per month 7,225 van price 3,100 monitor	0
St Dominic HS	2	3,333 per child 7,225 van price 3,100 monitor	66,660.00
Harmony Heights	1	6,363 per child 7,225 van price 3,100 monitor	63,630.00
Summit Upper/Lower	1	7,225 per child 7,225 per van price 3,000 monitor	0
Summit Upper/Lower	4	7,225 van price 3,000 monitor	72,250.00

B.18. BID: ATHLETIC VIDEO and LIVESTREAMING SERVICES BID 21/22-21

Bid e-mailed – November 3, 2021
 Bid advertised – November 3, 2021
 Bid opened – November 16, 2021
 Number of invitations to bid e-mailed - 2
 Number of bids received - 1

Recommendation: That, award based on low cost satisfactorily meeting specifications be made to **T & D Sports Video Productions, Inc., 26 John St. Unit A, Babylon, NY, 11702** for the amount of \$15,050.00.

Estimated total cost is within budget allocation for the 2021-2022 budget.
(Attachment B.18.)

**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.*

Attachment B.18

BID: Athletic Video and Livestreaming Services Bid # 12/22-21

Bid Advertised – November 3rd, 2021
 Bid Mailed – November 3rd, 2021
 Bid Opened – November 16th, 2021
 Number of invitations to bid mailed - 2
 Number of bids received - 1

Recommendation: That award based on low cost satisfactorily meeting specifications is made to the following:

T & D SPORTS VIDEO & PRODUCTIONS INC.

Video and Livestreaming Services for Athlete Events: \$215.00

Total cost for Estimated 70 Athletic Events: \$15,050.00
Unit Price for each 2 hour event: \$350.00
Additional hour rate (for events that exceed 2 hrs): \$175.00
Estimated total cost is within 2021-2022 budgets

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 October 8, 14, 20, 21, 28, 2021 and November 1, 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 October 12, 13, 14, 15, 18, 20, 21, 25, 26, 27, 2021 and November 2, 9, 2021.

C&I.3 Recommendation to approve 1 advisor, 167 students and 13 chaperones from the Roslyn High School Marching Band to attend the Marching Band Orlando Trip in Orlando, Florida via coach buses from February 19 through February 26, 2022. Total cost of trip is \$321,550.00; estimated cost to the district \$ 82,550.00 and student contribution \$239,000.00; or

Recommendation to approve 1 advisor, 167 124 students and 13 16 chaperones from the Roslyn High School Marching Band to attend the Marching Band Orlando Trip in Orlando, Florida via chartered plane from February 19 20 through February 26 25, 2022. Total cost of trip is \$360,259.00 \$356,277.50; estimated cost to the district \$82,500.00 \$78,568.50 and student contribution \$277,709.00. (Subject to review and approval by district counsel)

Trip originally approved at 9/23 BOE meeting Item C&I. 4.

This trip is contingent upon Federal, State and Local conditions and guidelines regarding COVID-19 regulations

C&I.4 Recommendation to approve Melissa Messina to attend the Counselor Open House at High Point University in High Point, NC on December 1, 2021 through December 3, 2021. Travel and accommodation expenses are included. Total cost to the district is \$122.00.

BOARD OF EDUCATION:

BOE.1 WHEREAS, on May 18, 2021, the Roslyn Union Free School District conducted its annual budget vote and election; and

WHEREAS, the District Clerk is currently in possession of the unused, defective, and void ballots resulting from such election; and

WHEREAS, Education Law Section 2034(6) provides for the destruction of such ballots when a period of six (6) months from the date of the annual budget vote and election has elapsed; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District orders the destruction of all unused, defective, and void ballots resulting from the May, 18, 2021 election.

Ms. Ben-Levy moved, seconded by Mr. Levine and carried by a vote of 6-0, (Mr. Saffron absent) to accept the Personnel Agenda Items P.1 - P.3, Addendum P.2, Business/Finance Agenda Items B.1 – B.16 and Addendum B.17-B.18, Curriculum and Instruction Agenda Items C&I.1 – C&I.4, and Board of Education Agenda Item BOE.1 as a consent agenda.

Public Comments #2

No comment.

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy made a motion to adjourn, seconded by Mr. Dubner, carried by vote of 6-0, (Mr. Saffron absent) to adjourn at 7:57 p.m.

Respectfully submitted,

Nancy Carney Jones

Nancy Carney Jones
District Clerk