

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

**Wednesday, July 13, 2022**

**Roslyn High School – Auditorium**

**Immediately following the Re-Organization Meeting**

**Minutes**

**Ms. Ben-Levy moved, seconded by Mr. Dubner to reconvene to the Business Meeting of the Board of Education, carried by a vote of 7-0 at 3:53 p.m.**

Recommendation to accept the Claims Auditor's Quarterly Reports for January, February and March 2022.

**Ms. Ben-Levy moved, seconded by Mr. Dubner, carried by a vote of 7-0, to accept the Claims Audit Reports for January, February and March 2022.**

Ms. Shari Diamond, Partner, Cerini & Associates, LLP presented an overview of the Audit reports for January, February and March 2022.

The third quarter represented January, February and March 2022. The auditors reviewed 1,203 claims from the General, Trust & Agency, School Lunch, Federal, and Capital Funds. This quarter showed an overall incident percentage of .17%, which included two (2) confirming purchase orders – signed by the district.

Ms. Diamond commented the District continues to have an extremely low percentage rate of findings. She stated that the low level of percentages flagged are excellent. She spoke of the fantastic working relationship 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.

Recommendation to accept the minutes from the following meeting:  
June 23, 2022

**Ms. Ben-Levy moved, seconded by Mr. Dubner, carried by a vote of 7-0, to accept the minutes for June 23, 2022.**

**Board President's Comments**

Ms. Ben-Levy announced that Melissa Hornik will be appointed today as Middle School Assistant Principal.

In addition, Ms. Ben-Levy commented on the Board Retreat members of the Board of Education and Administration attended today to discuss and determine the board goals for the following year. These goals will be adopted during this meeting. Once

adopted the Administrative team will begin their work to implement these goals.

### **Superintendent's Comments**

Ms. Brown requested Agenda Addendum item P.1 item # 113 be revised to reflect that Ms. Hornik is replacing N. Lewis and not J. Sheehan. Ms. Sheehan is moving to East Hills as their Assistant Principal.

Ms. Brown welcomed Ms. Hornik to the Roslyn team.

**Ms. Ben-Levy motioned to move the Personnel and Personnel Addendum out of order and by unanimous consent, Seconded by Mr. Dubner, carried by a vote of 7-0, to move Personnel and Personnel addendum out of order.**

**Ms. Ben-Levy moved, Seconded by Mr. Dubner carried by a vote of 7-0, to adopt Personnel and Personnel addendum by unanimous consent.**

Ms. Hornik thanked the Board for this opportunity to work as part of the Roslyn team.

### **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 comment.

**Ms. Ben-Levy made a motion to move the agenda and agenda addendum as a consent agenda with the amendment of Agenda item BOE.4 to add Robert Koonin to attend the law conference.**

**Ms. Ben-Levy moved, seconded by Mr. Dubner carried by a vote of 7-0, to approve the remainder of the agenda, agenda addendum and amendment as consent agenda.**

### **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)**

**P.3 BE IT RESOLVED** that the Board of Education hereby approves the Sixth Amendment to the Superintendent’s contract between the Board of Education and Superintendent of Schools, Allison Brown, and

**BE IT FURTHER RESOLVED** that the Board of Education authorizes the Board President to execute said Sixth Amendment on behalf of the Board of Education.

**Addendum**

**P.1 Professional**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
111	Patricia Brennan	Appointment	Teacher Mentor		7/14/22	6/30/23		Per RTA Contract
112	Cynthia Feinman	Resignation	Teacher	HS		7/11/22 (last day of employment)		
113	Melissa Hornik	Probationary Appointment	Assistant Principal (N. Lewis)	MS	On or about 7/18/22	Probation Ends On or About 7/18/26	Asst. Principal	Per RASA Contract, \$155,000

**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: New Hyde Park – Garden City Park Union Free School District  
 Services: Health and Welfare Services for 1 student attending out of district schools for the 2021-22 school year.  
 Fees: \$1,307.98 per student  
 Total estimated to be \$1,307.98
- (ii) Contractor: Long Island Jewish Medical Center\*  
 Services: School Doctor at Football Games  
 August 1, 2022 – June 30, 2023  
 Fees: Total Estimated to be \$2,400

*\*This contract for the 2022-2023 school year is subject to the Governor's order regarding New York State school closure.*

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

**B.3.** Recommendation to approve **2022-23** special aid fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-447-2255	CONSULTANTS-ARPA MK	\$102,850.00
	<b>Subtotal</b>	<b>\$102,850.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2110-490-2255	BOCES – ARPA	\$102,850.00
	<b>Subtotal</b>	<b>\$102,850.00</b>

REASON FOR TRANSFER REQUEST: To cover the cost of an agreement with Northwell Health as available through BOCES.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-490-08-9000-801	BOCES PROGS OTHER	\$10,258.33
	<b>Subtotal</b>	<b>\$10,258.33</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2110-450-08-2200-801	TCHG SUP HS SCIENCE	\$10,258.33
	<b>Subtotal</b>	<b>\$10,258.33</b>

REASON FOR TRANSFER REQUEST: To allow for the purchase of supplies available through Ed-Data instead of BOCES.

**B.5.** Recommendation to approve a payment in the amount of \$41,550.09 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 5/31/2022.

**B.6.** Recommendation to set the standard mileage rate for the business use of employee-owned vehicles at 62.5 cents per mile (IRS rate) effective July 1, 2022 through December 31, 2022 in accordance with IRS announcement 2022-13 and Board of Education Policy. [This is an increase from the previously set 2022 rate of 58.5 cents per mile] **(Attachment B.6.)**

**B.7.** Recommendation by Jason Lopez, Assistant to the Superintendent for Technology & Security Infrastructure (Information Technology Specialist III), to declare as surplus the attached items which are no longer viable and cannot be used in the District. These items will be exchanged for credit which will be used toward the purchase of compatible items. **(Attachment B.7.)**

- B.8.** Recommendation by Dr. Scott Andrews, High School Principal, to declare the following textbooks to be discarded due to their being outdated and obsolete. **(Attachment B.8.)**
- B.9.** Recommendation by Jason Lopez, Assistant to the Superintendent for Technology & Security Infrastructure (Information Technology Specialist III), to declare as surplus the attached items which are no longer operational or upgradable and have outlived their useful life. These items may be sold as scrap, put up for auction, or discarded as is deemed appropriate. **(Attachment B.9.)**
- B.10.** Recommendation by Craig Johanson, Middle School Principal, to declare as obsolete the attached item which is no longer of use in the district. It is not functioning and cannot be repaired. This item should be either sold as scrap, put up for auction, or discarded as is deemed more appropriate. **(Attachment B.10.)**
- B.11.** Recommendation by Thomas Szajkowski, Assistant to the Superintendent for Administration and Special Projects, 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 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 **2021-22** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1480-490-03-9000-304	COMM RELATIONS PRINTING	\$ 12,060.36
1680-490-03-9000-311	CENTRAL DATA BOCES SVCS	\$118,469.79
2110-490-09-9000-901	BOCES TRIPS & CONFERENCES	\$ 8,583.74
	<b>Subtotal</b>	<b>\$139,113.89</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1620-490-03-3300-312	BOCES SVCS Security	\$ 12,060.36
2630-490-03-9000-311	BOCES COMP SVCS DW	\$118,469.79
1060-490-03-9000-306	BOCES SVCS – ELECTION	\$ .40
2060-490-03-9000-301	RESEARCH-BOCES SVCS	\$ 265.04
2070-490-03-9000-301	BOCES SVCS PROF DEVEL	\$ 50.00
2810-490-08-9000-308	GUID BOCES COMP S	\$ 7,640.70
5540-490-03-5500-510	BOCES SVCS	\$ 627.60
	<b>Subtotal</b>	<b>\$139,113.89</b>

REASON FOR TRANSFER REQUEST: To allow for payment of the June BOCES invoice with funds from the appropriate budget codes.

- B.13. RESOLVED**, that the General Fund Appropriation Transfers be approved.

**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 June 2, 13, 14 and 28, 2022.

**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 March 10,14,17,29,31, April 25,27,28,29, May 5,9,11,12,16,17,20,23,25,26, June 1,2,3,6,7,8,9,10,13,15,16,17,22 and 30, 2022.

**BOARD OF EDUCATION:**

**BOE.1** BE IT RESOLVED that the 2022-2023 Board of Education goals are hereby adopted.

**BOE.2 WHEREAS,** the Roslyn UFSD (“District”) issued a Request for Proposals for the provision of athletic training services for the 2022-2023 school year on June 3, 2022 (the “RFP”); and

**WHEREAS,** the District received one proposal in response to the RFP on June 17, 2022; and

**WHEREAS,** based upon the District Administration’s review and evaluation of said proposal, the District Administration recommends that the Board of Education award the contract for the provision of athletic training services to Professional Athletic Training Services, PLLC for the 2022-2023 school year;

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education hereby awards the contract for the provision of athletic training services to Professional Athletic Training Services, PLLC for the 2022-2023 school year;

**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 contract between the District and Professional Athletic Training Services, PLLC on behalf of the Board of Education, subject to the terms and conditions of an agreement to be prepared by District counsel.

**BOE.3** [The appointments of the members of the Board of Registration expire thirty days following the date of the annual budget vote.]

- a) Recommendation that four members of the Board of Registration be paid at a rate of \$16.00 per hour for the 2022-2023 school year:  

Diane Glasco	Sharon Margolin
Ruth Quintero	Shirley Carter

**BOE.4** Recommendation to approve Alison Gilbert *and Robert Koonin* to attend the Live Virtual NYSSBA 2022 Summer Law Conference to be held on July 28 and July 29, 2022 at a cost not to exceed ~~\$200.00~~ \$400.00 *or Robert Koonin to attend the NYSSBA 2022 Law conference on July 19, 2022 at a cost not to exceed \$340.00.* (As amended)

**BOE.5** WHEREAS, the Board of Education has reviewed Policy 6415 (Wire Transfers) and Policy 6420 (Online Banking Services) and has determined that said policies require revision:

WHEREAS, the Board of Education wishes to adopt the following revised policies: Policy 6415 (Wire Transfers) and Policy 6420 (Online Banking Services) and implement the changes contained therein effective immediately; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby suspends Policy 2510 (Formulation, Adoption and Amendment of Policies) for the purpose of adopting the following revised policies: Policy 6415 (Wire Transfers) and Policy 6420 (online Banking Services); and

BE IT FURTHER RESOLVED, that the Board of Education hereby adopts Revised Policy 6415 (Wire Transfers) and Policy 6420 (Online Banking Services), effective immediately. **(Attachment BOE.5a and Attachment BOE.5b)**

**BOE.6** WHEREAS, the Roslyn Union Free School District and Friends Academy have agreed that it is mutually beneficial to combine the Friends Academy's Varsity Football Team with Roslyn UFSD's Varsity Football Team at Roslyn High School;

WHEREAS, an Application was made to Section VIII of the New York State Public High School Athletic Association to consolidate and combine the Friends Academy Varsity Football Team with Roslyn UFSD's Varsity Football Team;

WHEREAS, the Roslyn UFSD was notified that Section VIII approved said application on February 11, 2022 and has further provided the District with a schedule of games for the Consolidated Team;

WHEREAS, the District Administration recommends that the Board approve said consolidation of Friends Academy's Varsity Football Team with Roslyn UFSD's Varsity Football Team;

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Roslyn Union Free School District hereby approves the agreement between the Roslyn Union Free School District and Friends Academy in connection with the consolidation of the student(s) on the Friends Academy Varsity Football Team with the Roslyn UFSD Varsity Football Team, subject to the terms and conditions of an Agreement to be prepared by District counsel;

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

**BOE.7** WHEREAS, the Roslyn Union Free School District and Friends Academy have agreed that it is mutually beneficial to combine the Friends Academy's Junior Varsity Football Team with Roslyn UFSD's Junior Varsity Football Team at Roslyn High School;

WHEREAS, an Application was made to Section VIII of the New York State Public High School Athletic Association to consolidate and combine the Friends Academy Junior Varsity Football Team with Roslyn UFSD's Junior Varsity Football Team;

WHEREAS, the Roslyn UFSD was notified that Section VIII approved and/or would be approving the consolidation of the Friends Academy's Junior Varsity Football Team with Roslyn UFSD's Junior Varsity Football Team and has further provided the District with a schedule of games for the Junior Varsity Consolidated Team;

WHEREAS, the District Administration recommends that the Board approve said consolidation of Friends Academy's Football Team with Roslyn UFSD's Varsity Football Team, pending formal approval of said Consolidation Application from Section VIII;

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Roslyn Union Free School District hereby approves the agreement between the Roslyn Union Free School District and Friends Academy in connection with the consolidation of the student(s) on the Friends Academy Junior Varsity Football Team with the Roslyn UFSD Junior Varsity Football Team, subject to the terms and conditions of an Agreement to be prepared by District counsel and the formal approval of the Consolidation Application from Section VIII;

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

**Ms. Ben-Levy moved, seconded by Mr. Dubner and carried by a vote of 7-0, to approve the Personnel Agenda Items P.1- P.3, Addenda 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.2, and Board of Education Agenda Items BOE.1 – BOE.7as 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 4:05 p.m.**

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

**Nancy Carney Jones  
District Clerk**