

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

Thursday, September 22, 2022

7:15 P.M.

Administration Building – Board Room

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
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
Lindsay Cohen	Student Delegate

ABSENT

6:30 p.m. - Executive Session

Pursuant to Public Officers Law, Section 105, duly moved, seconded, and carried by a vote of 7-0; that the Board of Education adjourns to Executive Session at 6:30 p.m., to discuss personnel matters.

The Executive Session adjourned at 7:20 p.m. The Board reconvened in Public Session in the High School Board Room at 7:29 p.m.

7:15 p.m. - Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the Treasurer's Report for June 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 June 2022.

Recommendation to accept the Claims Auditor's Report for August 2022

Ms. Ben-Levy moved, seconded by Mr. Dubner, carried by a vote of 7-0, to accept the Claims Auditors Report for August 2022

Recommendation to accept the Claims Auditor's Quarterly Reports for April, May and June 2022.

Nicholle Mezier, Manager, Cerini & Associates, LLP presented an overview of the Claims Audit reports for April, May and June 2022.

The fourth quarter represented April, May and June 2022. The auditors reviewed 1,151 claims from the General, Trust & Agency, School Lunch, Federal, and Capital Funds. This quarter showed an overall incident percentage of .09%, which included one (1) purchase order increased after invoice date - signed by the district.

Ms. Mezier commented the District continues to have an extremely low percentage rate of findings. A finding would prevent a payment approved. There are currently no findings. She stated that the low level of percentages of other matters flagged are excellent and there are not many school districts with these low percentages. 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:
August 25, 2022

Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 7-0, to accept the minutes for August 25, 2022

Board President's Comments

Ms. Ben-Levy commented on the "beautiful" start of school. She spoke of the warm welcomes that the students received when they returned to school. Ms. Ben-Levy thanked the school administrators for how they so warmly welcomed the students back to school. She announced that Homecoming is next weekend including the pancake breakfast, Homecoming parade and the sporting events.

Superintendent's Comments

Ms. Brown spoke of the energy and enthusiasm throughout the district and community with the start of school. She thanked the Board of Education for their kindness, trust and support of her and the administration team. She welcomed

Lindsay Cohen, OCC President who is this year's Student Delegate. She acknowledged and thanked the PFA organizations for their continued support of the schools. She also thanked the READ organization for their recent fundraiser, a movie night, held on September 16th which had 800 people in attendance. The money raised will supplement the recently completed Financial Lab in the High School. The next construction project will be at East Hills with the installation of drainage and turf on the infield with a start date of approximately October 1, 2022. In addition, the planning of phase 1 on the construction of the upper field has started with a start date of summer 2023.

Ms. Brown asked that no one park in St Mary's parking lot.

Student Delegate's Comments

Lindsay Cohen, OCC President, updated the Board on the OCC activities. In preparation for Homecoming, the schools have held Spirit Week. The OCC, student athletes and marching band held pep rallies at the district schools. The High School will hold their pep rally tomorrow. On September 17, 2022, the OCC gave tours of the High School to the Class of 1970 and the Class of 1955 will tour the school in October. In October, the OCC will hold the new student brunch, distracted driving day for juniors and seniors, the annual costume contest and the thanksgiving pie-eating contest.

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.

Mr. Craig Johanson, Middle School Principal, thanked the Board of Education for their support and expressed how important each child is to the Board of Education, that every child matters and the Board will do anything to support the students of the district. In addition, as the RASA (Roslyn Administrators and Supervisors Association) President, he thanked the Board for their vote of confidence in approving their memorandum of agreement.

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

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

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

Ms. Ben-Levy congratulated Mr. Isaac Neal on his new position as Dean of Students. Mr. Neal thanked the Board of Education for their support.

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** Recommendation to approve the Adult Education Instructor Salaries attached as **(Attachment P.3)**
- P.4** **BE IT RESOLVED**, that the Board of Education hereby approves the salary increase for a non-affiliated staff member known to the Board of Education, effective September 23, 2022.

Addendum

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
97	Raymie Tand	Revise Coach Appointment	Girls JV Soccer II/1	HS	8/26/22	09/22/23		Per RTA Contract
98	John Figueroa	Coach Appointment	Girls JV Soccer II/4	HS	9/23/22	06/30/23		Per RTA Contract, prorated

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: Locust Valley CSD
Services: District of Location Special Education Services for IEP service requirements for 1 student residing in Roslyn attending private school in Locust Valley for the 2022-23 school year
Fees: Total estimated to be \$7,500.00

- (ii) Contractor: Green Chimneys
Services: Instructional/Residential services for 1 student for the 2022-23 school year with a 1:1 aide
Fees: \$57,740.00 – 10-month program tuition plus \$24,024.60 for (1) 1:1 aide (\$133.47 per day x 180 days) plus 56.848% of maintenance owed to Nassau County DSS
Total estimated to be \$81,764.60 or state approved rate when finalized
(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (iii) which was approved by the Board of Education on June 23, 2022 (item B.1. (li)):

- (iii) Contractee: Plainview-Old Bethpage Central School District
Services: ~~Two (2)~~ *Three (3)* students from Plainview-Old Bethpage to attend Roslyn Public Schools for the 2022-23 school year (September 1, 2022 through June 23, 2023)
Fees: Total estimated to be ~~\$170,000~~ \$255,000 (Roslyn to receive)

Recommendation to **amend** the following contract (iv) which was approved by the Board of Education on June 2, 2022 (item B.1. (vii)):

- (iv) *Contractor: Tutoring for Life, LLC d/b/a Tutors 4 Life
Services: Tutoring services as necessary for the 2022-23 school year
Fees: Total estimated to be ~~\$6,000~~ \$20,000
(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.1.):

- (v) Brochure Printing Bid 22/23-26*

Bid Advertised – August 3, 2022
Bid e-Mailed – August 3, 2022
Bid Opened – August 10, 2022
Number of invitations to bid e-mailed - 7

Number of bids received - 1

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

****Courier Printing Corp. 24 Laurel Bank Ave. Deposit, NY 13754**

FALL and SPRING Adult Education CATALOG 2022/2023:

PRINTING:

16 pages including <i>plus</i> cover, 45,000 pieces	\$8,407.00
20,000 pieces carrier sort mailing	\$459.00
22,000 pieces addressed for 3 rd class mailing	<u>\$459.00</u>
Total	\$9,325.00

20 pages including <i>plus</i> cover, 45,000 pieces	\$9,800.00
20,000 pieces carrier sort mailing	\$459.00
22,000 pieces addressed for 3 rd class mailing	<u>\$459.00</u>
Total	\$10,718.00

24 pages including <i>plus</i> cover, 45,000 pieces	\$10,948.00
20,000 pieces carrier sort mailing	\$459.00
22,000 pieces addressed for 3 rd class mailing	<u>\$459.00</u>
Total	\$11,866.00

Estimated total cost is within the 2022-2023 budget. **(Attachment B.1.)**

**This contract for the 2022-2023 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.*

Recommendation to **amend** the following contract (vi) which was approved by the Board of Education on June 23, 2022 (item B.1. (v)):

- (vi) *Contractor: Blue Sea Educational Consulting, Inc.
 Services: Various services for the 2022-23 school year as specified in the agreement
 Fees: Total estimated to be \$10,000.00 (*paid via 611 grant*)

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:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1420-442-03-9000-303	LEGAL SVCES	\$19,378.06
1620-450-03-8900-303	COVID Supplies	\$35,761.64
5540-430-03-5500-510	TRANS SPECIAL SCHOOLS	\$80,000.00

9020-800-03-9000-303	TCHR RET SYSTEM	\$78,071.17
9060-800-03-8010-303	MEDICARE Part B Reimb	\$79,891.46
9065-800-03-9000-303	HEALTH INS OPT OUT	\$72,785.17
	Subtotal	\$365,887.50

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5540-430-03-9000-510	TRANS PRIVATE SCHOOLS	\$365,887.50
	Subtotal	\$365,887.50

REASON FOR TRANSFER REQUEST: To cover increased busing costs for students attending private school.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-430-08-9000-801	TCHG HS CONTR	\$ 1,000.00
2110-433-08-9000-801	TCHG MEMB DUES HS	\$ 1,500.00
2110-440-08-2800-801	TRAV CONF WKSHP AP	\$ 1,012.00
2110-448-08-2200-801	FIELD TRIP EXP- SCIENCE	\$ 2,000.00
2110-448-08-6100-801	FIELD TRIP EXP- RESEARCH	\$ 2,000.00
2110-450-08-2100-801	TCHG SUP HS READING	\$ 500.00
2110-450-08-6100-801	RESEARCH-SUPL & MAT	\$ 1,000.00
2850-430-08-6700-801	CO-CURR CONTR HS	\$ 5,988.00
2850-433-08-6700-801	CO-CURR MEMB	\$ 3,000.00
2850-450-08-6700-801	CO-CURR SUPPLIES HS	\$ 4,000.00
	Subtotal	\$22,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2850-448-08-6500-801	FIELD TRIP EXP- M BAND	\$22,000.00
	Subtotal	\$22,000.00

REASON FOR TRANSFER REQUEST: To cover an unanticipated increase in the cost of busing.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2250-490-03-9000-307	SP ED BOCES	\$129,365.60
	Subtotal	\$129,365.60

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2250-472-03-9000-307	PRIVATE SCH TUITION	\$129,365.60
	Subtotal	\$129,365.60

REASON FOR TRANSFER REQUEST: Reallocation of funds to account for a school change.

- B.6.** 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 #
\$17.65	EH Reimbursables	2110-245-04-22EF	H22-00122	R2
\$3,582.50	DW Prof. Svcs.	1621-443-03-9000-310	A23-01172	P01
\$2,775.00	DW Prof. Svcs.	1621-443-03-9000-310	A23-01173	1

- B.7.** 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 #
\$6,772.06	HS Prof. Svcs.	2110-201-08-20HS	H21-00047	HS - 15

- B.8.** ADA Lift Replacement at Heights School BBS File # 20-288

Bid Advertised – August 19, 2022
 Bid Opened – August 30, 2022
 Number of Bids Received - 5

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

Company:
JNH Construction Group, Inc.
1471 5th Ave.
Bay Shore, NY 11706

Base Bid	\$121,000.00
<hr/>	
Total General Construction Contract	\$121,000.00

Estimated total cost is within the 2022-2023 budget.

- B.9. BE IT RESOLVED**, that the Board of Education hereby approves the Disclosure and Consent Agreement with the Herricks Union Free School District; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute said Disclosure and Consent Agreement and any other

documents necessary to effectuate said Agreement on behalf of the Board of Education.

B.10. Extraclassroom Activity Treasurer Reports (Attachment B.10.)

High School, June 2022

Middle School June 2022

B.11. Recommendation by Michelle Hazen, Harbor Hill School Principal, 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.)**

B.12. Recommendation to accept, pursuant to receipt by Michelle Hazen, Harbor Hill School Principal, a donation from their PFA, in the amount of \$1,000.00, to be appropriated to 2850.450.07.6900.701 to be used to purchase a portable speaker, 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.

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 August 15, 23, 25 and 31, 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 July 28, August 12, 19, 24, 29 and September 1, 2, and 8, 2022.

C&I.3 Recommendation to approve Elizabeth Brown to attend the New York State School Counselor Association Fall Conference 2022 in Albany, New York from November 17, 2022 through November 19, 2022 at an estimated cost to the district of \$1,155.50 ~~\$760.50~~. **(As amended on Addendum)**

C&I.4 Recommendation to approve Melissa Messina to attend the University of Maryland Counselor Conference in College Park, Maryland from October 2, 2022 through October 3, 2022 at an estimated cost to the district of \$635.25.

C&I.5 Recommendation to approve 180 students and 16 chaperones to attend the NYS Field Band Championships in Syracuse, New York from October 28, 2022 through October 31, 2022 at an estimated cost to the district of \$53,358.00 [Total cost of trip: \$107,358.00 Student contribution: \$54,000.00; district contribution: \$53,358.00.]

C&I.6 Recommendation to approve Cindy Samide to attend the Long Island Association of Special Education Administrators Fall Conference 2022 in

Montauk, New York from November 2, 2022 through November 4, 2022 at an estimated cost to the district of \$945.12.

C&I.7 Recommendation to approve Larry Reiff to attend the New York State Conference for Computers and Technologies in Education Conference 2022 in Rochester, NY from November 18, 2022 through November 22, 2022 at an estimated cost to the district of \$1,722.75.

C&I.8 Recommendation to approve Soowook Lee to attend the Association of Math Teachers of New York State 2022 fall conference in Rochester, NY from October 27, 2022 through October 29, 2022 at an estimated cost to the district of \$1,246.66.

C&I.9 Recommendation to approve Michael Coffey and one RHS Music student to attend the New York State School Music Association 2022 Winter Conference in Rochester, NY from December 1, 2022 through December 4, 2022 at an estimated cost to the district of \$3,729.37.

C&I.10 Recommendation to approve Sallykaye Kaufman, one chaperone, and 10 students to attend the DECA Ultimate Power Trip in Arlington, VA from November 10, 2022 through November 13, 2022 at an estimated cost to the district of \$8,492.43. [Total cost of the trip: \$11,487.55; student contribution \$2,995.12 (26%); district contribution \$8,492.43 (74%)].

C&I.11 Recommendation to approve Frank Mauriello to attend the New York State School Music Association 2022 Winter Conference in Rochester, NY from December 1, 2022 through December 4, 2022 at an estimated cost to the district of \$1,687.57.

Addendum

C&I.3 Recommendation to approve Elizabeth Brown to attend the New York State School Counselor Association Fall Conference 2022 in Albany, New York from November 17, 2022 through November 19, 2022 at an estimated cost to the district of \$1,155.50 ~~\$760.50~~.

BOARD OF EDUCATION:

BOE.1 WHEREAS, the collective bargaining agreement covering the period July 1, 2017- June 30, 2022 between the Roslyn Union Free School District (hereinafter "School District") and the Roslyn Administrators and Supervisors Association (hereinafter "Association") expired on June 30, 2022;

WHEREAS, representatives of the respective parties have engaged in negotiations for a successor agreement to said expiring labor agreement; and

WHEREAS, the representatives of the School District and the Association memorialized their agreement in a Memorandum of Agreement providing for a new collective bargaining agreement for the term of July 1, 2022 through June 30, 2027,

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District herewith ratifies the Memorandum of Agreement hereinabove referenced; and,

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President and the Superintendent of Schools to execute a more formal agreement incorporating the terms of said Memorandum of Agreement into a more formal written agreement and further authorizes the Board President and the Superintendent of Schools to execute said formal written agreement.

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.4, Addendum P.1, Business/Finance Agenda Items B.1 – B.12, Curriculum and Instruction Agenda Items C&I.1 – C&I.11, Addendum C&I.3 and Board of Education Agenda Items BOE.1 as a consent agenda

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy moved, seconded by Mr. Dubner, carried by a vote of 7-0, to adjourn at 7:59 p.m.

Respectfully submitted,

Nancy Carney Jones

**Nancy Carney Jones
District Clerk**