

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

Thursday, August 10, 2023

8:00 A.M.

Administration Building – Boardroom

MINUTES

Meryl W. Ben-Levy, President
Michael Levine, Vice President
Alison Gilbert
Robert Koonin
Leigh Minisky
David Seinfeld

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

ABSENT

David Dubner

Ms. Ben-Levy called the meeting to order at 8:00 am

8:00 a.m. Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the Treasurer's Report for June 2023 (**Attachment T**)

Ms. Ware updated the Board on the status of the finances of the District.

Ms. Ben-Levy moved, seconded by Mr. Levine carried by a vote of 6-0, (Mr. Dubner absent) to accept the Treasurer's Report for June 2023.

Recommendation to accept the Claims Auditor's Report for May 2023 and June 2023

Ms. Ben-Levy moved, seconded by Mr. Levine carried by a vote of 6-0, (Mr. Dubner absent) to accept the Claims Auditor's Reports for May 2023 and June 2023

Recommendation to accept the minutes from the following meeting(s):
June 22, 2023, July 13, 2023 Re-org and July 13, 2023

Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 6-0 (Mr. Dubner absent) , to accept the minutes for June 22, 2023, carried by a vote of (5-0 Mr. Dubner absent, Mr. Seinfeld abstained) to accept the minutes for July 13, 2023 and July 13, 2023 Re-org.

Board President's Comments

Ms. Ben-Levy commented on the current status of the construction in the District and how the timeline has been on schedule for completion.

Superintendent's Comments

Ms. Brown spoke about the excitement leading up to the start of the school year. Class placements are scheduled to be announced August 18th.

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 public comment.

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

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

Ms. Ben-Levy moved, Mr. Levine seconded and carried by a vote of 6-0, (Mr. Dubner 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 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
69	Lindsay Collins	Resignation	Teacher	EH		8/28/23 (last day of employment)		
70	Betina Puliafico	Probationary Appointment	Teacher (L.Collins)	EH	8/30/23	Prob. Ends 8/29/27*	Childhood Education	Early & Childhood Ed, Birth-Gr. 6, MA/Step 1**, Per RTA Contract
71	Colleen O'Sullivan	Resignation	Teaching Assistant			8/29/23 (last day of employment)		

P.2 Classified

Item	Name	Action	Position / Replacing	Class	Type	Location	From	To	Certification Class / Step Salary
6	Sarina Cabral	Resignation from Position	PT Bus Driver					On or about 8/13/23*	
7	Sarina Cabral	Probationary Appointment	FT Bus Driver (A.Ashley)	Non-Comp	Prob	BUS	On or about 8/14/23*		Grade 4/Step ENT, Per RCBDMA Contract
8	Graylin Reyna Perez	Part-Time Appointment	Part-Time Bus Driver (S.Cabral)	Non-Comp	PT	BUS	On or about 8/14/23*		\$27.00/hour
9	Erin Cabildo	Resignation from Position	PT Bus Driver					On or about 8/13/23*	
10	Erin Cabildo	Probationary Appointment	FT Bus Driver (New)	Non-Comp	Prob	BUS	On or about 8/14/23*		Grade 4/Step ENT, Per RCBDMA Contract
11	Salvatore LaRosa	Part-Time Appointment	Part-Time Bus Driver (E.Cabildo)	Non-Comp	PT	BUS	On or about 8/14/23*		\$27.00/hour
12	Dean Christian	Resignation from Position	PT Bus Driver					On or about 8/13/23*	
13	Dean Christian	Probationary Appointment	FT Bus Driver (New)	Non-Comp	Prob	BUS	On or about 8/14/23*		Grade 4/Step ENT, Per RCBDMA Contract
14	Avril Ashley Jr.	Resignation from Position	PT Bus Driver					On or about 8/13/23*	
15	Avril Ashley Jr.	Probationary Appointment	FT Bus Driver (New)	Non-Comp	Prob	BUS	On or about 8/14/23*		Grade 4/Step ENT, Per RCBDMA Contract
16	Catherine Anderson	Appointment	Monitor (L.Baratt)	Non-Comp	PT	HH	On or about 9/1/22*		\$17.18/hour

17	Myung Kim	Resignation	Monitor			HH	8/7/23 (last day of employment)		
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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):

Recommendation to **amend** the following contract (i) which was approved by the Board of Education on June 2, 2022 (item B.1. (vii)), and first amended on September 22, 2022 (item B.1. (iv)):

- (i) *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 ~~\$20,000.00~~ \$22,050.00

Recommendation to **amend** the following contract (ii) which was approved by the Board of Education on June 22, 2023 (item B.1. (xvi)):

- (ii) Contractor: HorseAbility
 Services: Vocational Horsemanship, internship experience for ~~the 2023-24 school year~~ *summer 2023* as specified in the agreement
 Fees: Total estimated to be \$7,500.00

Recommendation to **extend** the following contract [(iii) which was first approved by the Board of Education on November 17, 2022 (item B.8, Bid# 22/23-26R2)] in order to renew:

- (iii) *Contractor: The Marsid M & M Group
 Services: Printing of Commencement Booklets for the 2023-24 school year; 32 pages plus cover, 1,800 pieces
 Fees: Total estimated to be \$3,475.00

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

- B.3. RESOLVED**, that the General Fund Appropriation Transfers on the attached document be approved. **(Attachment B.3.)**

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

FROM BUDGET CODE

AMOUNT

1680-160-03-9000-303	COMPUTER TECHNICIANS	\$30,000.00
	Subtotal	\$30,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1680-490-03-9000-311	CENTRAL DATA BOCES SVCS	\$30,000.00
	Subtotal	\$30,000.00

REASON FOR TRANSFER REQUEST: To cover the cost of additional technology support through BOCES, allowing us to receive aid on the expense.

- B.5. RESOLVED**, that the General Fund Appropriation Transfers be approved.
- B.6. RESOLVED**, that the General Fund Appropriation Transfers be approved.
- B.7.** Recommendation to approve a payment in the amount of \$27,763.35 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 6/30/2023.
- B.8.** 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 #
\$19,675.00	HS Prof. Svcs.	1620-293-08-23HS	H23-00167	CI 2022 HS - 2
\$52.38	HS Reimbursables	1620-293-08-23HS	H23-00167	CI 2022 HS - 2

- B.9.** Recommendation that the President of the Board of Education be authorized to execute the 2022-2023 Final AS-7 Contract with Nassau BOCES in the amount of \$4,067,981.65 in accordance with **Attachment B.9.**
- B.10.** Recommendation that the President of the Board of Education be authorized to execute the 2023-2024 Initial AS-7 Contract with Nassau BOCES in the amount of \$3,757,807.59 in accordance with **Attachment B.10.**
- B.11. BE IT RESOLVED**, that the Board of Education of the Roslyn Union Free School District hereby authorizes the School District to enter into Inter-Municipal Agreements for the 2023-2024 school year with the East Williston UFSD and Herricks UFSD in connection with Roslyn UFSD’s Adult Education Program pursuant to General Municipal Law § 119-o subject to the terms and conditions of the agreements to be approved by District Counsel;

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the President of the Board of Education to execute the necessary documentation to effectuate said Agreements.

(Agreement is subject to review and approval by district counsel)

- B.12.** Recommendation to approve the Cooperative Transportation Contract Extensions for 2023-2024. **(Attachment B.12.)**
- B.13.** Recommendation that, pursuant to receipt of a gift in the amount of \$2,425.00, the Board of Education hereby accepts the gift, and hereby establishes the Drew Hassenbein Memorial Scholarship to be accounted for in the CM Fund. The Athletic and Physical Education Awards Committee will make the selections each year based on the following criteria:
- Senior Varsity Tennis Player(s)
 - Exemplifies academic excellence with a focus on community service and leadership
 - Demonstrates a strong work ethic, integrity, and commitment to their sport
 - \$250.00 award each
- B.14.** Recommendation that, pursuant to receipt of a gift in the amount of \$2,425.00, the Board of Education hereby accepts the gift, and hereby establishes the Ethan Falkowitz Memorial Scholarship to be accounted for in the CM Fund. The Athletic and Physical Education Awards Committee will make the selections each year based on the following criteria:
- Senior Athlete(s)
 - Exemplifies academic excellence, kindness and having a positive attitude
 - Demonstrates a commitment to school service, a competitive drive, and being a leader throughout their athletic careers
 - \$250.00 award each
- B.15.** Extraclassroom Activity Treasurer Reports **(Attachment B.15.)**
High School, June 2023
Middle School, June 2023
- B.16.** Recommendation to accept, pursuant to receipt by Sherry Ma, East Hills School Principal, a donation from their PFA, in the amount of \$10,000.00, to be appropriated to 1620.450.04.9000.310 to be used to renovate the staff lounge, 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.17.** Recommendation to accept, pursuant to receipt by Thomas Szajkowski, Assistant to the Superintendent for Administration and Special Projects,, a donation from the Harbor Hill School PFA, in the amount of \$8,000.00, to be appropriated to 1620.450.07.9000.310 to purchase furniture for their staff lounge, 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.18. Recommendation by Thomas Szajkowski, Assistant to the Superintendent for Administration and Special Projects, to declare as surplus the attached items which are no longer of use in the district. They are no longer functioning, are not safe, and cannot be repaired. These items may be sold as scrap, put up for auction, or discarded as is deemed appropriate. **(Attachment B.18.)**

B.19. 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.19.)**

Addendum

B.20. Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change orders 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.

HS Track and Turf Field General Construction Allowance #5, PCO #7: The LandTek Group Proposed Change Order #7 (High School Track and Turf Field) in order to provide labor and material to install additional handrails at the top of the staircase landing. The total cost of this work is \$3,770.00. It will be funded through the General Construction Allowance. **(Advisory B.20.)**

B.21. BE IT RESOLVED that the Board of Education hereby authorizes the District to cross contract with BOCES for services to be provided to the District by DebtBook under CO-SER# 611-7715 in accordance with the Cross Contract for BOCES Services; and

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the Superintendent of Schools to execute said Cross Contract for BOCES Services form.

CURRICULUM AND INSTRUCTION:

C&I.1 Recommendation to approve Elizabeth Brown to attend In-Person Admissions Presentations and Campus Tours at University of Pittsburgh and Carnegie Mellon University in Pittsburgh, PA from ~~July 17, 2023~~ July 16, 2023 through July 19, 2023 at a cost to the district not to exceed \$1,846.86.
(Prior approval at the July 13, 2023 board meeting)

C&I.2 Recommendation to approve Michael Brostowski to attend the Future Superintendents Academy in Albany, NY and Saratoga, NY on various dates from

August 10, 2023 through May 4, 2024 at a cost to the district not to exceed \$4,780.12. In person event dates are:

August 10, 2023 through August 11, 2023	Albany, NY
October 2, 2023 through October 3, 2023	Saratoga, NY
December 1, 2023 through December 2, 2023	Albany, NY
March 4, 2024 through March 5, 2024	Albany, NY
April 12, 2024 through April 13, 2024	Albany, NY
May 3, 2024 through May 4, 2024	Albany, NY

BOARD OF EDUCATION:

BOE.1 BE IT RESOLVED, that the Board of Education hereby approves a Settlement Agreement and Release in connection with a due process complaint in Case #593128, a copy of which has been provided to and reviewed by the members of the Board of Education.

BE IT FURTHER RESOLVED, that the President of the Board of Education is authorized to execute said agreement on behalf of the Board.

BOE.2 WHEREAS, the Board of Education has reviewed Policy 6830 (Expense Reimbursement) and has determined that said policy require revision:

WHEREAS, the Board of Education wishes to adopt the following revised policy: Policy 6830 (Expense Reimbursement) 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 policy: Policy 6830 (Expense Reimbursement); and

BE IT FURTHER RESOLVED, that the Board of Education hereby adopts Revised Policy 6830 (Expense Reimbursement) effective immediately. **(Attachment BOE.2)** *(Prior approval at the July 13, 2023 meeting)*

BOE.3 WHEREAS, the Board of Education has reviewed Policy 4327 (Homebound Instruction) and has determined that said policy require revision:

WHEREAS, the Board of Education wishes to adopt the following revised policy: Policy 4327 (Alternative Instruction) 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 policy: Policy 4327 (Alternative Instruction); and

BE IT FURTHER RESOLVED, that the Board of Education hereby adopts Revised Policy 4327 (Alternative Instruction) effective immediately. **(Attachment BOE.3)**

Ms. Ben-Levy moved, seconded by Mr. Levine and carried by a vote of 7-0, to accept the Personnel Agenda Items P.1 - P.2, Addenda P.1 and P.2, Business/Finance Agenda Items B.1 – B.19, Addenda B.20-B.21 Curriculum and Instruction Agenda Items C&I.1 – C&I.2 and Board of Education Agenda Item BOE.1 – BOE.3, as a consent agenda.

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 6-0, (Mr. Dubner absent) to adjourn at 8:06 a.m.

EXECUTIVE SESSION

Ms. Ben-Levy requested the Board return to public session to enter into executive session to discuss a personnel issue with legal ramifications.

Ms. Ben-Levy moved, seconded by Mr. Levine at 8:08 am carried by a vote of 6-0 (Mr. Dubner absent) to return to public session.

Ms. Ben-Levy moved, Mr. Levine seconded, carried by a vote of 6-0 (Mr. Dubner absent) to adjourn into executive session to discuss a personnel issue with legal ramifications.

Ms. Ben-Levy moved to enter into executive session, seconded by Mr. Levine. And carried by a vote of 6-0 (Mr. Dubner absent) at 8:09am

Ms. Ben-Levy moved, Mr. Levine seconded, carried by a vote of 6-0 (Mr. Dubner absent); to return to public session at 8:22 am.

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 6-0, (Mr. Dubner absent) to adjourn at 8:22 a.m.

Respectfully submitted,
Nancy Carney Jones
Nancy Carney Jones
District Clerk