

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

**Monday, August 28, 2023**

**8:00 A.M.**

**Administration Building – Boardroom**

**MINUTES**

Meryl W. Ben-Levy, President  
Michael Levine, Vice President  
David Dubner  
Robert Koonin  
Leigh Minsky

**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**

Alison Gilbert  
David Seinfeld

**Ms. Ben-Levy called the meeting to order at 8:00 a.m.**

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

**8:00 a.m. – Public Hearing – District Safety Plan**

Ms. Ben-Levy opened the public hearing to discuss the District Safety Plan at 8:02 a.m. Since there was no public comments. Ms. Ben-Levy closed the public hearing at 8:03 a.m.

**Board of Education Meeting Immediately following the Public Hearing**

Recommendation to accept the Claims Auditor's Report for July 2023

**Ms. Ben-Levy moved, seconded by Mr. Levine carried by a vote of 5-0, (Dr. Gilbert and Mr. Seinfeld absent) to accept the Claims Auditor's Reports for July 2023**

Recommendation to accept the minutes from the following meeting: August 10, 2023

**Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 5-0, (Dr. Gilbert and Mr. Seinfeld absent), to accept the minutes for August 10, 2023.**

### **Board President's Comments**

Ms. Ben-Levy, Mr. Levine and Dr. Gilbert recently toured the school buildings. Ms. Ben-Levy spoke about the renovations at the High School which include the construction of a state-of-the-art Podcast/TV studio, the renovation of the English wing and the installation of the new track and turf field. She commented that one of the goals of the District is to expose our students to an experiential education - the Podcast/TV studio will enable our students to receive such an experience. Ms. Ben-Levy announced that the track was being installed today and the athletic field renovation are on time and on budget.

Mr. Levine commented on the amazing construction of the Podcast/TV studio and how it was constructed using District personnel, making the project more economical to build.

Ms. Ben-Levy acknowledged Susan Warren and Tom Szajkowski for their successful negotiations to receive a credit change order of \$32,500 for the delay of delivery of equipment to the District that will be approved this evening.

### **Superintendent's Comments**

Ms. Brown spoke about the work completed this summer in the district. She stated, "We have 2 months to prepare for the 10 months that lie ahead and the schools are ready." She commented on the numerous orientations that are taking place throughout the district, including the 9<sup>th</sup> grade at the High School and bus orientation at Heights. There are also open houses being held at the elementary schools to allow the students and their parents to visit the schools.

The teaching staff will return August 30 and 31 for staff development and the students will return on Tuesday, September 5<sup>th</sup>.

Ms. Brown thanked the Board for their support and availability throughout the summer.

Ms. Ben-Levy thanked Ms. Brown for her leadership.

## **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 remaining agenda and agenda addendum as a consent agenda.**

**Ms. Ben-Levy moved, Mr. Dubner seconded and carried by a vote of 5-0, (Dr. Gilbert and Mr. Seinfeld 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 5-0, (Dr. Gilbert and Mr. Seinfeld 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)**

**P.3.** Recommendation to approve the Adult Education Instructor Salaries attached as **(Attachment P.3)**

**P.4.** Recommendation to approve the Driver Education Instructor Salary attached as **(Attachment P.4)**

**P.5.** Recommendation to increase the hourly rate of pay to \$16.00 effective January 1,

2024 to meet minimum wage standards.

**Addendum**

**P.1 Professional**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
92	Harriet Spitzer-Picker	Probationary Appointment	Teaching Assistant (G.Pucci)	HTS	8/30/23	Probation Ends 8/29/27*	Teaching Assistant	Speech, Grade 3/Step 3**, Per RPA Contract
93	Anne Markoulis	Probationary Appointment	Teaching Assistant (D.Somoskey)	HTS	9/13/23	Probation Ends 9/12/27*	Teaching Assistant	TA Level III, Grade 3/Step 2**, Per RPA Contract
94	Anne Markoulis	Appointment	Lunch Duty Stipend	HTS	9/13/23	6/30/24		Per RPA Contract
95	Anne Markoulis	Appointment	ABA/SC Planning Teaching Assistant (not to exceed 4 hrs./mo.	HTS	9/13/23	6/30/24		Per RPA Contract, employees' hourly rate
96	Alana Shaw	Part-Time Appointment	.5 FTE Teaching Assistant (New)	HTS	8/30/23	6/30/24		TA Level I, Grade 3/Step 1, Per RPA Contract prorated
97	Alana Shaw	Substitute Appointment	Per Diem Substitute Teaching Assistant		9/1/23	6/30/24		\$100/day
98	Alyssa Greaney	Substitute Appointment	Per Diem Substitute Teacher		9/1/23	6/30/24		\$130/day
99	Ali Sparaco	Appointment	Teacher Co-Mentor		8/29/23	6/30/24		Per RTA Contract, shared
100	Glen Sherwood	Appointment	.2 Overage (Geometry Regents)	HS	9/1/23	6/30/24		Per RTA Contract
101	Guy Barnett	Appointment	.2 Overage (Math 12)	HS	9/1/23	6/30/24		Per RTA Contract
102	Sydney Phelan	Revise Probationary Appointment	Teacher (D.Maffei)	HH	9/17/23	Probation Ends 9/16/27*	Special Education	Childhood Ed & Students w/Disabilitie

									s Gr 1-6, BA/Step 1**, Per RTA Contract
			DELETE #22 On Orig. P1						
			DELETE #42 On Orig. P1						
			DELETE #51 On Orig. P1						
			DELETE #60 On Orig. P1						

**P.2 Classified**

Item	Name	Action	Position / Replacing	Class	Type	Location	From	To	Certification Class / Step Salary
6	Eric Kraemer	Appointment	Security Aide-Hourly (New)				On or about 9/11/2023*		\$26.00/hour
7	Esperanza Jimenez	Resignation from Position	PT Cleaner				On or about 9/17/23*		
8	Marcus Duff	Resignation for the Purposes of Retirement	Asst. Head Custodian			HS	9/14/23 (last day of employment)		

**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) Contractee: Carle Place Schools  
 Services: One (1) student from Carle Place to attend Roslyn Public Schools for the 2023-24 school year (September 5, 2023 through June 26, 2024)  
 Fees: Total estimated to be \$85,000 (Roslyn to receive)

Recommendation to **amend** the following contract (ii) which was approved by the Board of Education on July 13, 2022 (item 16):

- (ii) Recommendation that the firm of Nawrocki Smith LLP, Internal Auditors for the 2022-2023 school year, be paid a fee of \$4,500.00 for an additional internal audit.

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

- (iii) Contractor: Chamberlain International School
- Services: Educational/Residential services for 1 student for the summer and school year 2023-24
- Fees: ~~\$10,199.00~~ \$12,870.00 for the summer program *plus* \$19,675.70 residential maintenance fee (\$317.35 per day x 62 days)  
~~\$61,871.00~~ \$64,351.00 – 10-month program tuition plus 56.848% of maintenance owed to Nassau County DSS  
Total estimated to be ~~\$72,070.00~~ \$96,896.70 or state approved rate when finalized

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

- (iv) Contractor: Green Chimneys
- Services: Instructional/Residential services for 1 student for the summer and school year 2023-24
- Fees: \$9,680.00 for the summer program *plus* \$42,496.04 CSE maintenance fee (\$685.42 per day x 62 days)  
\$58,079.00 – 10-month program tuition plus 56.848% of maintenance owed to Nassau County DSS  
Total estimated to be ~~\$67,759.00~~ \$110,255.04 or state approved rate when finalized

Recommendation to **amend** the following contract (v) which was approved by the Board of Education on June 22, 2023 (item B.1. (xvi)), and first amended on August 10, 2023 (item B.1. (ii)):

- (v) Contractor: HorseAbility
- Services: Vocational Horsemanship, internship experience for summer 2023 as specified in the agreement
- Fees: Total estimated to be ~~\$7,500.00~~ \$8,662.00

Recommendation to **amend** the following contract (vi) which was approved by the Board of Education on July 13, 2023 (item B.1. (iv)):

- (vi) Contractee: Commack Union Free School District
- Services: ~~Two (2)~~ One (1) students from Commack to attend Roslyn Public Schools for the 2023-24 school year (September 5, 2023 through June 26, 2024)
- Fees: Total estimated to be ~~\$170,000~~ \$85,000 (Roslyn to receive)

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

- (vii) \*Contractor: Daniel Armstrong  
Services: Physical Therapy and CPR Training Services for the 2023-24 school year as specified in the agreement  
Fees: Total estimated to be ~~\$112,000.00~~ \$113,775.00 (~~\$12,000.00~~ \$13,775.00 for summer program; \$100,000.00 for school year)

Recommendation to **extend** the following contract [(viii) which was first approved by the Board of Education on August 25, 2022 (item B.8, Bid# 22/23-28)], in order to renew:

- (viii) \*Contractor: Walsworth Publishing Company  
Services: Printing of 2023-24 Roslyn High School yearbooks  
Fees: Total estimated to be \$8,111.00  
(Agreement is subject to review and approval by district counsel)

Recommendation to **extend** the following contract [(ix) which was first approved by the Board of Education on October 17, 2022 (item B.7, Bid# 22/23-28R2)], in order to renew:

- (ix) \*Contractor: Balfour  
Services: Printing of 2023-24 Roslyn Middle School yearbooks  
Fees: Total estimated to be \$5,995.00  
(Agreement is subject to review and approval by district counsel)

Recommendation to **extend** the following contract [(x) which was first approved by the Board of Education on August 11, 2022 (item B.1, Bid# 22/23-26), and amended on September 22, 2022 (item B.1. (v)) in order to renew:

- (x) \*Contractor: Courier Printing Corp.  
Services: Printing of Adult Education Fall 2023 and Spring 2024 Catalogues 2023-24 school year; 16 pages plus cover, 40,000 pieces to include sorting and mailing  
Fees: Total estimated to be \$10,200.00

**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

2010-450-03-9000-301	CURRIC SUPPLIES	\$175,854.00
	<b>Subtotal</b>	<b>\$175,854.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2110-430-03-9000-301	CONTRACTED SVCS- ADM	\$175,854.00
	<b>Subtotal</b>	<b>\$175,854.00</b>

REASON FOR TRANSFER REQUEST: Reallocation of funds to the appropriate code.

**B.5.** Recommendation to approve a payment in the amount of \$15,389.54 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 7/31/2023.

**B.6.** Recommendation to approve a credit change order as indicated below. This change order will decrease the contract with JNH Construction Corp. in the amount of \$32,500.00 and therefore decrease purchase order H23-00037 in account code H-1620-293-06-23HE.

JNH Construction Corp. (HTS GC-001) represents a credit in the amount of \$32,500.00. This change order represents a credit of \$25,000.00 to offset the delay in delivery of the equipment plus \$7,500.00 representing our allowance not used for the installation. The bid award was presented to the Board of Education for approval as item B8 on the agenda of 9/22/22.

**B.7.** 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.7.)**

**B.8.** 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.8.)**

**B.9.** Recommendation to accept, pursuant to receipt by Mary Wood, Heights School Principal, a donation from the Heights PFA, in the amount of \$1,103.14, to be appropriated to 2020.450.06.9000.601 to be used to purchase supplies for the Heights STEAM lab, 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.



**Addendum**

**B.10. Middle School Tennis Courts Repair**

**Bid # 23/24-36**

Bid Advertised – August 11, 2023

Bid Opened – August 24, 2023

Number of Bids Received - 1

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

**Company:**

**The LandTek Group, Inc.**

**105 Sweeneydale Ave.**

**Bay Shore, NY 11706**

Base Bid	\$105,000.00
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Total General Construction Contract	\$105,000.00
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Estimated total cost will be funded from the District’s existing Repair Reserve fund.

**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 29, 2023; July 20, 2023 and August 1, 2023.

**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 April 21, 2023, June 5, 12, 20, 21, 22, 2023; July 5, 13, 21, 24, 25, 31, 2023; and August 1, 2023.

**C&I.3** Recommendation to approve Edward Joyce to attend the NYSED Navigating PreK 2023 Conference in Albany, New York from September 19 through 20, 2023 at an estimated cost to the district of \$595.77.

**C&I.4** Recommendation to approve Michael Goldspiel to attend the NYSASPA 58<sup>th</sup> Annual Conference in Cooperstown, New York from October 22 through October 25, 2023 at an estimated cost to the district of \$2,098.93.

**C&I.5** Recommendation to approve Edward Joyce to attend the NYSASPA 58<sup>th</sup> Annual Conference in Cooperstown, New York from October 22 through October 25, 2023 at an estimated cost to the district of \$2,091.07.

**C&I.6** Recommendation to approve David Lazarus to attend the TED AI 2023 Event in San Francisco, California from October 16 through October 19, 2023 at an estimated cost to the district of \$4,730.35.

**C&I.7** Recommendation to approve Jennifer Sapir to attend the TED AI 2023 Event in San Francisco, California from October 16 through October 19, 2023 at an estimated cost to the district of \$4,681.64.

**C&I.8** Recommendation to approve Jason Lopez to attend the TED AI 2023 Event in San Francisco, California from October 16 through October 19, 2023 at an estimated cost to the district not to exceed \$5,000.00.

**C&I.8** Recommendation to approve Jessica Kemler to attend the TED AI 2023 Event in San Francisco, California from October 16 through October 19, 2023 at an estimated cost to the district not to exceed \$5,000.00.

**C&I.9** Recommendation to approve Tanya Baptiste to attend the NACAC Conference 2023 in Baltimore, Maryland from September 20 through September 23, 2023 at an estimated cost to the district not to exceed \$1,891.08.

**BOARD OF EDUCATION:**

**BOE.1 WHEREAS**, Education Law 2801-a and the Commissioner's Regulation 155.17 require that districts develop and implement a District-Wide School Safety Plan; and

**WHEREAS**, The Board of Education is required to adopt a District-Wide School Safety Plan.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby adopts the Roslyn Union Free School District District-Wide School Safety for the 2023-2024 school year. **(Attachment BOE.1)**

**BOE.2 BE IT RESOLVED** that the Board of Education hereby approves the Grant Disbursement Agreement between the School District and the Dormitory Authority of the State of New York ("DASNY") in connection with the State and Municipal Facilities Program Grant for the Asbestos Abatement and Renovations of Classrooms at Roslyn High School (Project ID No. 25655) in the form attached hereto;

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the Board President and/or the Superintendent of Schools and/or the Assistant Superintendent for Business and Administration to execute the necessary documents to effectuate said Grant Disbursement Agreement on behalf of the Board of Education.

**BOE.3 BE IT RESOLVED**, that the Board of Education of the Roslyn Union Free School District hereby casts one vote for Mark Kamberg for the position of Area 11 Director of the NYSSBA Board of Directors for the term of January 1, 2024 to December 31, 2025.

**Addendum**

**BOE.4** BE IT RESOLVED that the Board of Education hereby accepts a donation of 36 packages of blank paper brochures (50 in each package) from the Borowick family.

**PUBLIC COMMENT**

No comment.

**Ms. Ben-Levy moved, seconded by Mr. Levine and carried by a vote of 5-0, (Dr. Gilbert and Mr. Seinfeld absent), to accept the Personnel Agenda Items P.1 – P.5, Addenda P.1 and P.2, Business/Finance Agenda Items B.1 – B. 9, Addendum B.10, Curriculum and Instruction Agenda Items C&I.1 – C&I.9 and Board of Education Agenda Item BOE.1 – BOE.3, Addendum BOE.4 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 5-0, (Dr. Gilbert and Mr. Seinfeld absent), to adjourn at 8:10 a.m.**

**Respectfully submitted,**

*Nancy Carney Jones*

**Nancy Carney Jones**

**District Clerk**