

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

**Thursday, December 14, 2023**

**7:00 P.M.**

**Administration Building – Boardroom**

**MINUTES**

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

**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
Carrie Anne Tondo	School Attorney

**ABSENT**

David Seinfeld	
Blake Sohmer	Student Delegate

**6:00 p.m. - Executive Session**

Pursuant to Public Officers Law, Section 105, it was duly moved by Ms. Ben-Levy, seconded by Mr. Koonin and carried by a vote of 6-0; (Mr. Seinfeld absent) that the Board of Education adjourns to Executive Session at 6:01 p.m., to discuss legal, and personnel matters.

The Executive Session moved by Ms. Ben-Levy, seconded by Mr. Dubner and carried by a vote of 6-0; (Mr. Seinfeld absent) to adjourn at 7:10 p.m. The Board reconvened in Public Session in the Administration Boardroom at 7:15 p.m.

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

Preliminary Announcements  
Emergency Procedures  
Cell Phones

## **Pledge of Allegiance**

Recommendation to accept the Treasurer's Report for October 2023 (**Attachment T.1**)

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

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

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

Recommendation to accept the minutes from the following meeting(s):  
November 16, 2023 and December 1, 2023

**Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 6-0, (Mr. Seinfeld absent), to accept the minutes for November 16, 2023 and December 1, 2023.**

## **Board President's Comments**

Ms. Ben-Levy spoke about how outstanding this year's winter concerts were. She commented on the leadership and the musicians. She stated "the musical collaborations were heartwarming and filled the halls of our schools with the joy of music." She spoke about how proud she is of the students and she thanked the administration, faculty and the students for this wonderful entertainment. The concerts are also livestreamed for those who can't attend.

In addition, Ms. Ben-Levy announced this evening we are accepting the retirement of Barbara Schwartz, Director of Pupil Personnel Services. Ms. Ben-Levy spoke about Ms. Schwartz's amazing service to the district and the impact she has had on hundreds of students during her tenure at Roslyn.

Dr. Gilbert expressed her heartfelt thanks to Ms. Schwartz.

## **Superintendent's Comments**

Ms. Brown spoke about how "unbelievable" the concerts have been and the incredible talent of our students. She announced that the East Hills concert was held today and the Harbor Hill concert will be next week. She wished everyone a Happy and Healthy new year.

## **Student Delegate's Comments**

Mr. Sohmer was unable to attend this evening's meeting. Ms. Ben-Levy read an update sent by Mr. Sohmer.

- December 1 - Career day

- Special thank you to board trustee David Dubner for participating and all other members of the community that attended and gave valuable insight about their professions to the students
- December 4 - Fall sports awards
  - All fall teams distributed awards to players including coaches awards and Most Valuable Player
- December 7 - World Language Honor Society induction
- December 12 - Blood drive hosted by the Key club
  - They received 33 successful donations, translating to 99 lives being saved
- December - 11 and 12 - Winter concert
  - Everything from jazz band, to choir, to orchestra

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

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

### Addendum

#### P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
		DELETE #6 On Orig. P1						
12	Norell Agusti	Appointment	.2 Overage (Spanish)	MS	On or About 1/8/24	On or About 4/5/24		Per RTA Contract
13	Milva Franz	Appointment	.2 Overage (Spanish)	MS	On or About 1/8/24	On or About 4/5/24		Per RTA Contract
14	Phyllis Burke	Appointment	.2 Overage (Spanish)	MS	On or About 1/8/24	On or About 4/5/24		Per RTA Contract
15	Christina Nunez	Appointment	.2 Overage (Spanish)	MS	On or About 1/8/24	On or About 4/5/24		Per RTA Contract
16	Alexa Tubian	Appointment	.4 Regular Substitute/Leave Replacement (S.Rivera)	MS	On or About 2/27/24	On or About 4/5/24		Per RTA Contract

#### P.2 Classified

Item	Name	Action	Position/ Replacing	Class	Type	Location	From	To	Certification Class / Step Salary
5	Edward Johnson	Resignation from Position	Cleaner			HS		On or about 12/30/23 (last day of employment)*	
6	Edward Johnson	Probationary Appointment	Teacher Aide (E.Johnson)		Prob	MS	On or about 12/31/23*		Grade 1/Step 9, Per RCBDMA Contract

7	Edward Johnson	Appointment	Lunch Duty Stipend			MS	12/31/23	6/30/24	Per RPA Contract
8	Christopher Price	Probationary Appointment	Security Aide (P.Faria)	Labor	Prob	District	On or about 1/8/2024*		Grade 3/Step 2, Per RCBDMA Contract
9	Steve Bernal	Part-Time Appointment	Part-Time Bus Driver (J.Buissereh)	Non-Comp	P/T	BUS	On or about 1/8/24*		\$27.00/hr
10	Itala Parisi	Revise-Resignation for the Purposes of Retirement	Account Clerk			MAIN			12/31/23 (last day of employment)

\* Pending Civil Service Approval

### **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 22, 2023 (item B.1. (xxii)), and first amended on October 12, 2023 (item B.1. (iii)):

- (i) \*Contractor: Nicholas Center for Autism  
 Services: Special Ed ABA and Vocational Training Services for the summer and school year 2023-24 as specified in the agreement  
 Fees: Total estimated to be ~~\$21,210.00~~ \$66,210.00 (\$6,210.00 for the summer program; ~~\$15,000.00~~ \$60,000.00 for the school year)

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

- (ii) \*Contractor: S.E.E.D.S. of the Willistons, Inc.  
 Services: Speech and Occupational Therapy, and Parent Training Services for the summer and school year 2023-24 as specified in the agreement

Fees: Total estimated to be ~~\$17,600.00~~ \$17,840.00 (~~\$2,000.00~~ \$2,240.00 for the summer program; \$15,600.00 for the school year)

- B.2.** Recommendation to approve Capital Budget Appropriation Transfers as per attached. **(Attachment B.2.)**
- B.3.** Recommendation to approve a payment in the amount of \$15,839.09, to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 10/31/2023.
- B.4.** Recommendation to approve the following payment(s) 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 #
\$2,104.52	MS Prof. Svcs.	2110-245-09-20MS	H20-00016	P00011
\$1,928.53	HTS Prof. Svcs.	2110-245-06-20HE	H21-00038	P06
\$10,106.25	HH Prof. Svcs.	2110-245-07-24OT	H24-00071	P00003
\$270.80	HH Reimbursables	2110-245-07-24OT	H24-00071	R00001
\$27.27	HH Reimbursables	2110-245-07-24OT	H24-00071	R00002

- B.5.** Extraclassroom Activity Treasurer Reports **(Attachment B.5.)**  
High School, October 2023  
Middle School, October 2023
- B.6.** 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.6.)**

### **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 19 and 26, November 6, 7, 8, 13, 15, 21, 27 and 28, 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 October 4, 27 and 30, November 1, 2, 3, 7, 8, 9, 10, 13, 14, 15,

16, 17, 20, 21 and 27, 2023.

**C&I.3** Recommendation to approve Sallykaye Kaufman, 102 students and 9 other chaperones to attend the DECA State Conference in Rochester, New York from March 5, 2024 through March 8, 2024 at an estimated cost to the district not to exceed \$54,563.90. [Total cost of trip is not to exceed \$108,297.50; student contribution including fundraising is \$53,733.60; district contribution is not to exceed \$54,563.90].

**BOARD OF EDUCATION:**

**BOE.1 WHEREAS**, a Complaint (the “Complaint”) with the New York State Supreme Court, County of Nassau against the Roslyn Union Free School District (the “School District”) under index number 609306/2020 was filed on or about September 3, 2020; and

**WHEREAS**, the School District denied the allegations and interposed an Answer to the Complaint asserting various affirmative defenses; and

**WHEREAS**, the District continues to deny the allegations asserted in the Complaint; and

**WHEREAS**, the District wishes to avoid the burden, expense, and the inherent uncertainty of further litigation; and

**WHEREAS**, the parties have agreed to settle the existing claims set forth in the above-mentioned Complaint, pursuant to the terms and conditions of a Settlement Agreement;

**BE IT RESOLVED**, that the Board of Education of the Roslyn Union Free School District hereby authorizes a settlement in connection with the within matter under the terms set forth in the Settlement Agreement which has been reviewed by the Board in executive session; and

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

**BE IT FURTHER RESOLVED**, that the Board of Education hereby authorizes the School District’s attorneys of record to execute any and all other documents necessary to effectuate said settlement and/or discontinue of the action.

**BOE.2 BE IT RESOLVED**, that the Board of Education of the Roslyn Union Free School District hereby accepts the “Update to the Annual Risk Assessment Pertaining to the Internal Controls of Purchasing and Related Expenditures” Report for fiscal year July 1, 2022 through June 30, 2023 from the District’s internal auditor, Nawrocki Smith, L.L.P.

**BOE.3 WHEREAS** the Board of Education has received and accepted the “Update to the Annual Risk Assessment Pertaining to the Internal Controls of Purchasing and Related Expenditures” Report for fiscal year July 1, 2022 through June 30, 2023 from the District’s internal auditor, Nawrocki Smith, L.L.P (the “Internal Audit Report”); and

**WHEREAS**, the District Administration has studied the Internal Audit Report and the recommendations contained therein and further prepared a “Corrective Action Plan” in response to the recommendations contained in the Internal Audit Report; and

**WHEREAS**, the Citizens Audit Advisory Committee has further reviewed the recommendations contained in the Internal Audit Report and the District’s Corrective Action Plan in response to same; and

**WHEREAS**, the Citizens Audit Advisory Committee recommends that the Board of Education approve the Corrective Action Plan; and

**NOW THEREFORE BE IT RESOLVED**, that the Board of Education hereby approves the Corrective Action Plan for the “Update to the Annual Risk Assessment Pertaining to the Internal Controls of Purchasing and Related Expenditures”. Report for fiscal year July 1, 2022 through June 30, 2023; and

**BE IT FURTHER RESOLVED** that the Board of Education directs that District Administration submit the Corrective Action Plan to the State Education Department on behalf of the Board of Education; and

**BE IT FURTHER RESOLVED** that the Assistant Superintendent for Business and Administration is hereby be authorized to sign the Corrective Action Plan submission to the State Education Department on behalf of the Board of Education.

**BOE.4 WHEREAS**, the Board of Education has reviewed Policy 2510 (Formulation, Adoption and Amendment of Policies) and have determined that said policy require revision:

WHEREAS, the Board of Education wishes to adopt the following revised policy: Policy 2510 (Formulation, Adoption and Amendment of Policies) and implement those 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 2510 (Formulation, Adoption and Amendment of Policies) and

BE IT FURTHER RESOLVED, that the Board of Education hereby adopts Revised Policy 2510 (Formulation, Adoption and Amendment of Policies) effective



immediately. **(Attachment BOE.4)**

**BOE.5 WHEREAS**, the Board of Education has reviewed with District Administration Policy 7600 Gender Neutral Bathrooms;

**WHEREAS**, the Board of Education wishes to adopt Policy 7600 Gender Neutral Bathrooms and implement the policies 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 Policy 7600 Gender Neutral Bathrooms; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby adopt Policy 7600 Gender Neutral Bathrooms effective immediately. **(Attachment BOE.5)**

**BOE.6 BE IT RESOLVED**, that the Board of Education of the Roslyn Union Free School District hereby approves the Memorandum of Agreement between the District and Nassau County Board of Elections; and,

**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 Memorandum of Agreement on behalf of the Board of Education.

**Public comments:**

Ms. Wendy Svitek, RTA President as of November 1, 2023, introduced herself to the Board as the new RTA President.

**Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 6-0, (Mr. Seinfeld absent), to accept the Personnel Agenda Items P.1 - P.2, Addenda P.1- P.2, Business/Finance Agenda Items B.1 – B.6, Curriculum and Instruction Agenda Items C&I.1 – C&I.3 and Board of Education Agenda Items BOE.1 – BOE.6, 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. Seinfeld absent), to adjourn at 7:29 p.m.**

Respectfully submitted,  
*Nancy Carney Jones*  
Nancy Carney Jones  
District Clerk