

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

Thursday, May 3, 2018

8:00 P.M.

Roslyn High School – Board Room

7:00 p.m. - Executive Session

8:00 p.m. - Budget Hearing [Even though the law requires a “Budget Hearing”, please understand that the law also requires that nothing can be changed in the budget at this time. This “hearing” is purely informational.]

- **Public Comment**

8:05 p.m. - Public Hearing – Repair Reserve

- **Public Comment**

8:10 p.m. - Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recognition:

Psychology Fair Awards - Ella Eisenberg, Sanwood Gim, Johanna Kann & Mayessa Rahman

Recommendation to accept the Claims Audit Report for March 2018
and the Quarterly Report for January, February and March 2018

Recommendation to accept the minutes from the following meeting(s):
March 22, 2018

Board President’s Comments

Superintendent’s Comments

Student Delegate’s Comments

Discussion Item(s):

1. East Hills STEM Presentation

PUBLIC COMMENT #1 Limited to Agenda Items ONLY

(Will be limited to ½ hour, no more than 2 minutes per speaker).

Though not required by law, the Roslyn Board of Education invites public comment during its meetings. Citizens will be recognized by the presiding officer. Please state your name and address before speaking and 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

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).**

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: Jericho Union Free School District
Services: District of Location Special Education Services for IEP service requirements for 3 students residing in Roslyn attending private school in Jericho for the period of July 1, 2016 thru June 30, 2017
Fees: Total estimated to be \$1,908.26
 - (ii) Contractor: Westbury Union Free School District
Services: Health Services for 8 students attending out of district schools for the 2017-2018 school year.
Cost- \$906.77 per student
Fees: Total estimated to be \$7,254.16
 - (iii) *Contractor: Bell Auto School, Inc.
Services: In-car driving instruction for the 2018-19 school year
Fees: \$335 per student
Total estimated to be \$48,240.00
(Agreement is subject to review and approval by district counsel)

- (iv) Contractor: Great Neck Union Free School District
 Services: Health Services for 23 students attending out of district schools for the 2017-18 school year.
 Fees: Cost- \$1,005.62 per student
 Total estimated to be \$23,129.26

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

B.3. Recommendation to approve general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9060-800-03-9000-303	Medical Ins Adm	\$6,837.08
	Subtotal	\$6,837.08

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2850-448-08-6700-801	Co-Curr Field Trips	\$6,837.08
	Subtotal	\$6,837.08

REASON FOR TRANSFER REQUEST: To cover the excess costs associated with the change in departure dates due to weather for the most recent DECA competition in Rochester, NY.

B.4. Recommendation to approve general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2330-430-03-2900-301	Confucius Inst Cont Svces	\$2,256.96
	Subtotal	\$2,256.96

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2330-440-03-2900-301	Confucius Inst Conf Exp	\$2,256.96
	Subtotal	\$2,256.96

REASON FOR TRANSFER REQUEST: Funds are needed to cover the cost of conference expenses for Jennifer Sheehan and Huichee Yeh to attend the National Chinese Language Conference in Salt Lake City, UT. Trip approved at the 4/17/18 BOE meeting.

B.5. Recommendation to approve general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-425-08-9000-310	Electricity – HS	\$100,000.00
1620-425-09-9000-310	Electricity – MS	\$25,000.00
	Subtotal	\$125,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1620-450-03-9000-310	Cust Supp - Dist	\$125,000.00
	Subtotal	\$125,000.00

REASON FOR TRANSFER REQUEST: To replenish depleted supply code for district-wide purchases for remainder of school year.

- B.6.** Recommendation to approve a payment in the amount of \$24,815.62 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 03/31/2018.
- 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 #
\$1,500.00	New Bus Facility Reimbs.	2110-201-03-1502	H15-00015	30
\$12,000.00	HGT Reimbursements	2110-201-06-1506	H15-00015	30
\$10,000.00	HH Reimbursements	2110-201-07-1507	H15-00015	30
\$24,471.00	HS Reimbursements	2110-201-08-1508	H15-00015	30

- B.8.** Recommendation to approve pending change orders as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects; 2) a formal change order prepared by the architect and executed by the architect and the contractor and the construction manager 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 Electrical Construction PCO#16: Palace, Inc. for additional work at an estimated cost of \$7,500. Proposed change order No.16 represents the cost to provide replacement light fixtures for the Auditorium corridor. Upon the review and approval of the Board of Education, the office of KG&D Architects will create a formal change order and forward for signature.

- B.9.** Recommendation that, pursuant to receipt of a grant in the amount of \$200.00 from NYIT, to be used to reimburse our student, Maleeha Rahman, for supplies she purchased to complete her Research project, the Board of Education hereby accepts the grant, and increases the appropriation in *2110-450-08-6100-801 (Research-Supl & Mat)*, by \$200.00 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, and to defer the revenue and appropriation to 2017-18.
- B.10.** Recommendation that, pursuant to receipt of a gift in the amount of \$280.00 from Rochester Institute of Technology, to be used for PLTW programming, the Board of Education hereby accepts the gift, and increases the appropriation in *2110-450-08-3000-801 (Tchg Supplies HS Stem)* by \$280.00 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.11.** Recommendation to approve a proposed confirming change order as indicated below. It is understood that: 1) the work of the change orders was 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.

HTS General Construction PCO #: Baruti Proposed Change Order PCO # x at an estimated cost of \$5,000. This change order represents the cost to remediate the discovery of an abandoned drain pool. Park East Construction Corp. has reviewed and confirmed the cost as a not to exceed amount and will prepare a ticket for the eventual cost. The office of KG&D Architects will create a formal change order and forward for signature.

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 March 1, 2018, March 2, 2018, March 12, 2018, March 15, 2018, March 27, 2018, April 11, 2018, April 16, 2018 and April 18, 2018.
- 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 February 7, 2018, February 28, 2018, March 2, 2018, March 5, 2018, March 6, 2018, March 8, 2018, March 9, 2018, March 12, 2018, March 16, 2018 and March 28, 2018.
- C&I.3** Recommendation to approve Jenna Ruber to attend Project Lead the Way Training in Concord, New Hampshire from August 5 through 11, 2018 at an estimated cost to the district of \$2,488.62.
- C&I.4** Recommendation to approve Jennifer DiPietro to attend the Incubatoredu National Summit in Chicago, Illinois from July 15 through 19, 2018 at an estimated cost to the district of \$1,686.23.
- C&I.5** Recommendation to approve Joseph Dragone to attend the New York State Association of School Business Officials Annual Conference in Saratoga Springs, New York from June 3 through 6, 2018 at an estimated cost to the district of ~~\$1,158.25~~ \$1,278.25. [*Original Board approval C&I.3 on March 22, 2018.*]

BOARD OF EDUCATION:

- BOE.1** Recommendation to adopt the 2018-2019 Board of Education Calendar of Meetings (**Attachment BOE.1**).
- BOE.2** **BE IT RESOLVED**, that the annual organizational meeting of the District for the 2018-2019 school year will be held on July 10, 2018 in accordance with the requirements set forth at Section 1707(2) of the Education Law.
- BOE.3** Recommendation to approve the agreement between the Roslyn Union Free School District and the Glen Cove Mansion Hotel & Conference Center located at 200 Dosoris Lane, Glen Cove, NY 11542, for the purpose of the 2018 Board Retreat to be attended by the Board of Education and Central Administration on Tuesday, July 10, 2018 at an estimated cost of \$100 per person (not to exceed \$1,100.00) and the ATM (Administrative Team Meeting) Retreat for 32 people on Tuesday, August 28, 2018 at an estimated cost of \$70 per person (not to exceed \$2,240.00).
- BOE.4** Recommendation to add *Big Brothers and Big Sisters of Long Island*, a non-profit organization to the Approved Advertisers List in accordance with Policy #1511. (**Attachment BOE.4**)
- BOE.5** Recommendation that the District Election Clerks and Inspectors of Election be paid at a rate of \$11.00 per hour for the 2018 school year for the Annual Meeting, Budget Vote and Election of Trustees.

The Board also authorizes the District Clerk to hire additional workers as needed

Public Comments #2

EXECUTIVE SESSION (if needed)

Adjournment

Personnel Action Report
Professional

P.1
May 3, 2018

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification Class / Step Salary
1	Janet Lupardo	Resignation for the Purposes of Retirement	Elementary	HTS		6/30/18 (last day of employment)		
2	Christina Commons	Rescind Appointment	JV Lacrosse Girls' II/1	HS	4/18/18			
3	Taylor Bell	Substitute Appointment	Per Diem Substitute Teaching Assistant		5/7/18	6/30/18		\$100/Day
4	Carly Sarrantonio	Substitue Appointment	IPG Substitute Teaching Asst.		5/7/18	6/30/18		Per RPA Contract
5	Lisa Smithson	Appointment Summer Academy	Paraprofessional	HS	6/25/18	7/20/18		Per RPA Contract
6	Marianne Corona	Substitute Appointment, Summer Programs	Per Diem Substitute Teaching Assistant		6/25/18	7/20/18		\$100/day
7	Danielle Skene	Substitute Appointment, Summer Programs	Per Diem Substitute Teaching Assistant		6/25/18	7/20/18		\$100/day
8	Nicholas Sobacinski	Substitute Appointment, Summer Programs	Per Diem Substitute Teaching Assistant		6/25/18	7/20/18		\$100/day
9	Carol Neitz	Substitute Appointment	Per Diem Substitute Teacher		7/1/18	6/30/19		\$130/day

Personnel Action Report
Classified

P.2
May 3, 2018

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
1	Rosemarie Augusto	Resignation for the Purposes of Retirement	Stenographic Secretary, Confidential			Admin		6/29/18 (last day of employment)	
2	Richard Verteramo	Resignation	Monitor			HTS		4/27/18 (last day of employment)	
3	Taylor Bell	Resignation from Current Position	Monitor			HH		5/4/18 (last day in position)	
4	Amanda Lazere	Appointment	Monitor (P. Baecker)	Non-Comp		EH	On or about 5/7/18 (pending Civil Service approval)		\$15.25/hour, Per RPA Contract
5	Nitiyakala Nirmalakumar	Appointment	Monitor (A. Eusse)	Non-Comp		EH	On or about 5/7/18 (pending Civil Service approval)		\$15.25/hour, Per RPA Contract

Roslyn Public Schools
Roslyn, NY 11576

Adult Education Instructors
Spring Extension 2018 – Begin 3/01/18 – End 06/29/18

<u>Name</u>	<u>Amount</u>	<u>Course</u>
Fried-Quinonez, Merri	\$83.00	Kickboxing
Tzochev, Kiril	\$566.40	Watercolors extension class

**Roslyn Union Free School District Capital Budget
APPROPRIATION TRANSFERS**

Attachment B.2

Item	Transfer Dollar Amount	From Code	Previous Appropriation	Revised Appropriation	To Code	Previous Appropriation	Revised Appropriation
1	\$ 3,240.00	H1620 000 03 1498 Unallocated budget 13/14	\$ 1,275,459.78	\$ 1,272,219.78	H2110 201 03 1502 Construction Manager 05-021-001	\$ 102,873.28	\$ 106,113.28
For: rental of 40ft containers							
2	\$ 42,730.30	H1620 000 03 1498 Unallocated budget 13/14	\$ 1,272,219.78	\$ 1,229,489.48	H162 296 08 1608 Electrical HS-002-041	\$ 1,532,714.48	\$ 1,575,444.78
For: change order hs-ec-006-007 additional light fixtures and replace lights on canopy							
3							
For:							

APPROVED: **Joseph C. Dragone** _____ **DATE:** _____

APPROVED: **Allison Brown** _____ **DATE:** _____

APPROVED: _____ **Item #:** _____

**ROSLYN PUBLIC SCHOOLS
BOARD OF EDUCATION
CALENDAR OF MEETINGS
2018-2019**

July 10, 2018 BOE Retreat / **5:00 PM** Reorganization Meeting

August Meetings at 7:00 AM to be determined	February 7, 2019
September 6, 2018	March 7, 2019
September 20, 2018	March 21, 2019
October 4, 2018	April 4, 2019
October 18, 2018	April 16, 2019 [Tue] BOCES Budget Vote
November 1, 2018	May 9, 2019 [Budget Hearing]
November 15, 2018	May 21, 2019 [Tue]+
December 13, 2018	June 13, 2019
January 24, 2019	June 27, 2019

+ May 21, 2019 – Budget vote and Election-third Tuesday in May

++June 27, 2019 – End of Year Business Meeting

Note: All meetings are scheduled for Thursday evenings, unless otherwise noted. Public sessions begin at 8:00 P.M. and are held in the High School, unless otherwise noted. Additional meetings may be scheduled, or this schedule may be adjusted as needed throughout the school year. Please visit our website (www.roslynschools.org) for changes.

5/3/2018

**ROSLYN PUBLIC SCHOOLS
Roslyn, New York**

POLICY #1511

ADVERTISING IN THE SCHOOLS

Literature containing information about meetings or functions may be distributed to pupils within the schools only when said meetings or functions are conducted directly by the Board of Education, a school or schools, a parent organization or The Bryant Library.

Posters, placards, displays or other such advertising media shall not be placed in any school building or on other school property without the specific approval of the Superintendent of Schools. Such approval is limited to the list of organizations specified by the Board of Education.

Requests other than those specified by the provisions of the previous paragraph must be submitted to the Board of Education.

The following shall be permitted to make two distributions of any informative announcement per school year, form and content to be subject to the approval of the Superintendent of Schools. No distribution shall contain any tear-off sheet or other provision for return of any material through the school.

4-H Club
Albertson Soccer Club
American Cancer Society
Beth Shalom Day Camp
Big Brothers and Big Sisters of Long Island
Boy Scouts
Brownies
Concerned Citizens for Roslyn Youth
Cub Scouts
Destination Science

E Joy Community Resource Center
 East Williston/Roslyn Community Coalition for Drug Free Youth
 Foundation for Roslyn's Educational Advancement and Development (READ)
 Foundation for the Advancement of Student Technology
 Friends of Nassau County Recreation
 Friends of Sands Point Preserve
 Girl Scouts
 Great Knights Chess Club (Chessmates)
 Korean Parents Association of Long Island
 Long Island Bridge for Youth
 Long Island Chess Nuts
 Mineola – Roslyn PAL
 Nassau Athletics and Arts Program
 North Shore Boys & Girls Club
 North Shore Child & Family Guidance Association
 PAL North Shore Roller Hockey League
 Police Athletic League
 Roslyn Alliance Against Drug and Alcohol Abuse (RADA)
 Roslyn Booster Basketball Club
 Roslyn Chamber of Commerce
 Roslyn Day Care Center
 Roslyn Fire Companies
 Roslyn Lacrosse Club
 Roslyn Landmark Society
 Roslyn Little League
 Roslyn Youth Lacrosse Association
 Sid Jacobson Jewish Community Center
 Town of North Hempstead
 Town of Oyster Bay
 YMCA at Glen Cove

School facilities and personnel may not be used for the distribution of advertising for private gain, nor may charitable contributions be solicited from students by any organization, except those permitted by the Board of Regents.

POLICY #1511

:FPZ
Adopted: 12/1989
Revised: 4/1993
1/1996
12/1999
2/2001
1/2002
12/2002
1/2005
12/2006
9/2009
11/2010
12/2010
04/2011
07/2011
02/2012
05/2013
01/2014
04/2014
09/2014
09/2017
05/2018

Ref: NYS Constitution, Article VIII, §1
Matter of Schanbarger, 11 EDR 70 (1971)