

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

**Tuesday, April 16, 2019**

**7:15 P.M.**

**Roslyn High School – Board Room**

**8:00 p.m. - Board of Education Meeting**

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

Recommendation to accept the minutes from the following meeting:  
April 4, 2019

**Board President's Comments**

**Superintendent's Comments**

**Student Delegate's Comments**

**Discussion Item(s):**

Revenue and Tax Levy  
Playgrounds at Heights and Harbor Hill

**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 **amend** the following contract (i) which was approved by the Board of Education on September 20, 2018 (item B.1. (ii)):
- (i) Contractor: Long Island Tutoring Services, Inc.  
Services: Tutoring services as necessary for the 2018-19 school year  
Fees: Total estimated to be ~~\$4,000~~ \$10,000
- B.2.** Recommendation to approve **2018-19** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
5510-210-03-9000-510	TRANS BUSES	\$40,000.00
	<b>Subtotal</b>	<b>\$40,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5510-454-03-9000-510	Trans Fuel	\$25,000.00
5510-456-03-9000-510	Trans Automotive Parts	\$15,000.00
	<b>Subtotal</b>	<b>\$40,000.00</b>

REASON FOR TRANSFER REQUEST: To cover the cost of additional fuel and repair parts for the bus fleet.

**B.3.** Recommendation to approve **2018-19** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-423-03-6600-310	FUEL OIL – HEAT - Hilltop	\$7,280.00
	<b>Subtotal</b>	<b>\$7,280.00</b>
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-08-9000-310	MAINT CONT SVCES - HS	\$7,280.00
	<b>Subtotal</b>	<b>\$7,280.00</b>

REASON FOR TRANSFER REQUEST: To cover the cost of district-wide septic services, and elevator service and repairs.

**B.4.** Recommendation to approve **2018-19** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-425-08-9000-310	ELECTRCITY – HS	\$25,000.00
1620-425-07-9000-310	ELECTRCITY – HH	\$ 5,058.00
	<b>Subtotal</b>	<b>\$30,058.00</b>
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-450-03-3300-310	SUPPLIES – Security	\$30,058.00
	<b>Subtotal</b>	<b>\$30,058.00</b>

REASON FOR TRANSFER REQUEST: To cover the cost of additional security district-wide, and locks for Heights and East Hills.

**B.5.** Recommendation to approve **2018-19** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-425-08-9000-310	ELECTRCITY – HS	\$99,281.00
1620-425-06-9000-310	ELECTRCITY – HGTS	\$ 7,026.28
1620-425-09-9000-310	ELECTRICITY – MS	\$12,607.00
	<b>Subtotal</b>	<b>\$118,914.28</b>
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1620-450-03-9000-310	CUST SUPP – DIST	\$118,914.28
	<b>Subtotal</b>	<b>\$118,914.28</b>

REASON FOR TRANSFER REQUEST: To cover the cost of additional supplies needed district-wide.

**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.]

<b>Payment</b>	<b>Location/ Project</b>	<b>Budget</b>	<b>PO #S</b>	<b>Inv #</b>
\$9.78	HS Reimbursables	2110-245-08-1908	H19-00022	2
\$9.78	MS Reimbursables	2110-245-09-1909	H19-00022	2
\$249.50	MS Reimbursables	2110-245-09-1909	H19-00022	3

- 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.]

<b>Payment</b>	<b>Location/Project</b>	<b>Budget</b>	<b>PO #</b>	<b>Inv #</b>
\$5.52	New Bus Reimbs.	2110-201-03-1502	H15-00015	RSD 2019-11 EXP.
\$13.92	EH Reimbs.	2110-201-04-1504	H15-00015	RSD 2019-11 EXP.
\$102.80	Hts. Reimbs.	2110-201-06-1506	H15-00015	RSD 2019-11 EXP.
\$23.10	HH Reimbs.	2110-201-07-1507	H15-00015	RSD 2019-11 EXP.
\$100.57	HS Reimbs.	2110-201-08-1508	H15-00015	RSD 2019-11 EXP.
\$5.52	MS Reimbs.	2110-201-09-1509	H15-00015	RSD 2019-11 EXP.

- B.8.** Recommendation to approve the five-year agreement between Roslyn School District and BOCES (Project # 9-683458) finding that
- i. the use of the Equipment and the District's participation the project is essential to the District's proper, efficient and economic operation of its education program to be supported by the Equipment, and is necessary to maintain the District's educational program; and that
  - ii. the expenses arising under this Agreement constitute ordinary, contingent expenses necessary for providing educational services and the transaction is in the best financial interests of the School District because it enables the District to utilize the equipment in a cost effective and economic manner

and to approve an assignment of CO-Ser Agreement between the Roslyn School District and BOCES of Nassau County arising under the agreement for technology program project # 9-683458 to replace obsolete computer

equipment at the Roslyn Administration Building and each of the Roslyn School Buildings, at a total cost of \$191,696.89.

and further, to authorize the Board President to sign the appropriate assignment and such other documents and agreements as may be necessary to effect the transaction subject to legal counsel review. **(Attachment B.8.)**

- B.9.** Resolved that the Board of Education hereby approves the Inter-Municipal Agreement for the 2019-2020 summer and school year between Roslyn and Bethpage UFSD for the transportation of children, subject to approval by counsel, and

Be it further Resolved that the President of the Board of Education be authorized to execute any documents necessary to effectuate said agreement.

- B.10.** Resolved that the Board of Education hereby approves the Inter-Municipal Agreement for the 2019-2020 summer and school year between Roslyn and East Williston UFSD for the transportation of children, subject to approval by counsel, and

Be it further Resolved that the President of the Board of Education be authorized to execute any documents necessary to effectuate said agreement.

- B.11.** Resolved that the Board of Education hereby approves the Inter-Municipal Agreement for the 2019-2020 school year between Roslyn and Westbury UFSD for the transportation of children, subject to approval by counsel, and

Be it further Resolved that the President of the Board of Education be authorized to execute any documents necessary to effectuate said agreement.

- B.12.** Resolved that the Board of Education hereby approves the Inter-Municipal Agreement for the 2019-2020 school year between Roslyn and Herricks UFSD for the transportation of children, subject to approval by counsel, and

Be it further Resolved that the President of the Board of Education be authorized to execute any documents necessary to effectuate said agreement.

- B.13.** Resolved that the Board of Education hereby approves the Inter-Municipal Agreement for the 2019-2020 school year between Roslyn and North Shore UFSD for the transportation of children, subject to approval by counsel, and

Be it further Resolved that the President of the Board of Education be authorized to execute any documents necessary to effectuate said agreement.

- B.14.** Recommendation by Craig Johanson, Middle School Principal, to declare as obsolete the attached items which are no longer functioning and cannot be repaired. **(Attachment B.14.)**
- B.15.** Recommendation by Dr. Michael Brostowski, Director of Health, Physical Education, and Athletics, to declare as obsolete the attached items which are no longer functioning and cannot be repaired. **(Attachment B.15.)**
- B.16.** Recommendation by Craig Johanson, Middle School Principal, to declare as obsolete the attached items which are no longer functioning and cannot be repaired. **(Attachment B.16.)**
- B.17.** Recommendation to accept a donation to the district from the Roslyn Teacher Center, (1) Lexmark X854 printer/copier.

#### **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 5, 7, 27, 29, 2019; April 1, 2019.
- 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 25, 26, 27, 28, 2019; March 1, 4, 5, 8, 11, 12, 15, 18, 25, 27, 2019; April 1, 3, 2019.
- C&I.3** Recommendation to approve Michael Goldspiel to attend the IncubatorEdu National Summit 2019 in Chicago, IL from July 14 through July 18, 2019 at an estimated cost to the district of \$1,946.84.
- C&I.4** Recommendation to approve Maryam Tazari, 1 judge and 4 Roslyn High School students to attend the Forensics National Tournament in Milwaukee, WI from May 23, 2019 through May 27, 2019 at an estimated cost to the district of \$8,115.00. [Total cost of trip is \$10,479.00; student contribution \$2,364.00; district contribution \$8,115.00].
- C&I.5** Recommendation to approve William Caruso to attend the NYU Florence Counselor Fly-In in Florence, Italy from June 24, 2019 through June 29, 2019. The cost of this trip, with the exception of an estimated cost of \$150.00 for travel expenses to and from the airport, will be paid by NYU.

## **BOARD OF EDUCATION:**

**BOE.1 RESOLVED** that the Board of Education hereby adopts the budget in the amount of \$113,190,196 be presented to the qualified voters of the district at the Annual Meeting on May 21 2019, and

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the submission to the State Education Department and publication of the 2019-20 Property Tax Report Card. (**Attachment BOE.1**)

**BOE.2** Recommendation to nominate the following two Board members to serve as co-chairpersons of the Annual Election and Budget Vote to be held on May 21, 2019: Nominee(s): Meryl Waxman Ben-Levy, President and Clifford Saffron, Vice President.

**BOE.3 NASSAU BOCES BUDGET & TRUSTEE DISCUSSION & RESOLUTIONS:**

**[a] BE IT RESOLVED** that the Board of Education of the Roslyn Union Free School District hereby approves the Nassau BOCES Proposed Administrative Operations Budget for the 2019-2020 school year in the amount of \$22,190,616.00.

**[b] BE IT RESOLVED** that the Board of Education of the Roslyn Union Free School District hereby casts its votes to fill these three (3) BOCES Board seats effective July 1, 2019 from the candidates so nominated, Ronald Ellerbe, Fran N. Langsner, Robert "B.A." Schoen.

**BOE.4** Recommendation that the District Election Clerks and Inspectors of Election be paid at a rate of \$12.00 per hour for the 2019 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.

**BOE.5** Recommendation to adopt the 2019-2020 Board of Education Calendar of Meetings (**Attachment BOE.5**).

**BOE.6** Recommendation to conduct the *Third reading* of the Board of Education Policies:

- 1600 Unmanned Aerial Vehicle (Drone)
- 6800 Payroll Procedures
- 9260 Conditional Appointments
- 9320 Drug/Alcohol-Free Workplace (**Attachment BOE.6**)

**BOE.7** Recommendation to conduct the *Third reading* to abolish Board of Education policies:

- 0310 Evaluation of School Board Operational Procedures
- 1420 Complaints about Curricula Instructional Materials
- 1812 Dangerous Weapons in School: Community
- 4870 Private Tutoring of Roslyn Students
- 4870-R Private Tutoring Regulations

8132 Emergency Drills  
8133 Bomb Threats  
8413.1 Transportation of Children to Non-Public Schools  
8422 Use of Private Vehicles on School Business  
9150.1 Dangerous Weapons in School: Staff  
9540 Employees with HIV-Related Illness (**Attachment BOE.7**)

**BOE.8 BE IT RESOLVED** that the Board of Education of the Roslyn Public Schools hereby ***abolishes the following policies:***

0310 Evaluation of School Board Operational Procedures  
1420 Complaints about Curricula Instructional Materials  
1812 Dangerous Weapons in School: Community  
4870 Private Tutoring of Roslyn Students  
4870-R Private Tutoring Regulations  
6800 Payroll Procedures  
8132 Emergency Drills  
8133 Bomb Threats  
8413.1 Transportation of Children to Non-Public Schools  
8422 Use of Private Vehicles on School Business  
9014 Conditional Appointment and Emergency Conditional Appointment  
9125 Drug Free Workplace  
9150.1 Dangerous Weapons in School: Staff  
9540 Employees with HIV-Related Illness

and hereby ***adopts the following policies***

1600 Unmanned Aerial Vehicle (Drone)  
6800 Payroll Procedures  
9260 Conditional Appointments  
9320 Drug/Alcohol-Free Workplace

**BOE.9** Recommendation to conduct the *Second reading* to abolish Board of Education policies:

2550 Board Member Compensation and Expense  
4319 Impartial Hearings/Selection of Impartial Hearing Officers  
4320 Pre-Special Education Referral Intervention  
4322.1 Educational Programs for Section 504 Students  
4328 Students with Disabilities: Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act  
4330 Independent Educational Evaluations (IEE) (**Attachment BOE.9**)

**BOE.10** Recommendation to conduct the *First reading of the Board of Education Policies;*

8635 Information Security Breach and Notification  
9140 Staff Complaints and Grievances  
9200 School Volunteers (**Attachment BOE.10**)



**Public Comments #2**

**EXECUTIVE SESSION (if needed)**

**Adjournment**

Personnel Action Report  
Professional

P.1  
April 16, 2019

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification Class / Step Salary
1	Rosann Brodley	Resignation for the Purposes of Retirement	Teaching Assistant	EH		6/30/19 (last day of employment)		
2	Mary Didden	Resignation for the Purposes of Retirement	Teaching Assistant	MS		6/26/19 (last day of employment)		
3	Jes Bellsey	Resignation	Guidance Counselor	MS		7/5/19 (last day of employment)		
4	Elizabeth Murphy	Resignation	Music Teacher	HH		6/30/19 (last day of employment)		
5	Ashley Palandro	Resignation	Elementary	HH		6/30/19 (last day of employment)		
6	Taryn Wells	Probationary Appointment	Teaching Assistant (D. Oldis)	HS	4/30/19	Prob. Ends 4/29/23	Teaching Assistant	TA Level III, Grade 3/Step 1*, Per RPA Contract
7	Theodore DeVenuti	Unpaid Leave	Teaching Assistant	EH	4/16/19	6/30/19		Per RPA Contract
8	Marigrace Cirringione	Childcare Leave	English Teacher	HS	On or about 1/15/20	6/30/20		Per RTA Contract
9	Kaitlin Pollin	Appointment	In-Service Instructor (not to exceed 4 hours)		4/17/19	6/30/19		\$80/hour (paid by Teacher Center grant)
10	Stacy Neal	Appointment	In-Service Instructor (not to exceed 4 hours)		4/17/19	6/30/19		\$80/hour (paid by Teacher Center grant)
11	Karen Lucchese	Appointment	In-Service Instructor (not to exceed 1 hour)		4/17/19	6/30/19		\$80/hour (paid by Teacher Center grant)
12	Karen Buschfrers	Appointment	In-Service Instructor (not to exceed 1 hour)		4/17/19	6/30/19		\$80/hour (paid by Teacher Center grant)
13	Susan Levy	Appointment	In-Service Instructor (not to exceed 1 hour)		4/17/19	6/30/19		\$80/hour (paid by Teacher Center grant)
14	Lauren Wetherell	Appointment	In-Service Instructor (not to exceed 1 hour)		4/17/19	6/30/19		\$80/hour (paid by Teacher Center grant)
15	Patricia Frohnhof	Appointment	In-Service Instructor (not to exceed 1 hour)		4/17/19	6/30/19		\$80/hour (paid by Teacher Center grant)
16	Vera Trenchfield	Appointment	Intramural Activity - Athletics	HH	4/17/19	6/30/19		Per RTA Contract
17	Denise Tretola	Appointment	Regents/Assessment Review (not to exceed 1 session)	MS	4/17/19	6/30/19		Per RTA Contract
18	Scott Segal	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
19	Nancy Muller	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
20	Joseph Capozzi	Appointment	Regents Review (not to exceed 4 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
21	Marigrace Cirringione	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
22	Shannon Kenniff	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
23	Christina Papagni	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
24	Terisa Charles	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
25	Laura Wenzel	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
26	Debra Oleksiak	Appointment	Regents Review (not to exceed 3 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
27	Catherine Lenoci	Appointment	Regents Review (not to exceed 3 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
28	Vincent Kreyling	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
29	Lisa Spyridon	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
30	Thomas Kundmuller	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
31	William Marvin	Appointment	Regents Review (not to exceed 3 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
32	Marc Davis	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
33	Ronald Katovitz	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract

Personnel Action Report  
Professional

P.1  
April 16, 2019

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification Class / Step Salary
34	Diana Zabaleta Grasso	Appointment	Regents Review (not to exceed 3 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
35	Lorraine Huzar	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
36	Todd Postol	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
37	Karen Kummer	Appointment	Regents Review (not to exceed 3 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
38	Mark Carman	Appointment	Regents Review (not to exceed 4 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
39	Michelle Sellers	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
40	Rosaleen Loughran	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
41	Christopher Callahan	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
42	Marc Edelman	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
43	Samantha Simon	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
44	Shari Jacknis	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
45	Soowook Lee	Appointment	Regents Review (not to exceed 1 session)	HS	4/29/19	6/30/19		Per RTA Contract
46	Glenn Sherwood	Appointment	Regents Review (not to exceed 3 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
47	Huichee Yeh	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
48	Cecily Lawrence	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
49	Erin DiGiuseppe	Appointment	Regents Review (not to exceed 2 sessions)	HS	4/29/19	6/30/19		Per RTA Contract
50	Laura Farnan	Appointment Special Ed 12 Month Program	Paraprofessional	MS	7/3/19	8/13/19		Per RPA Contract
51	Latosha Johnson	Appointment Special Ed 12 Month Program	Paraprofessional	MS	7/3/19	8/13/19		Per RPA Contract
52	Michele Smithson	Appointment Special Ed 12 Month Program	Paraprofessional	MS	7/3/19	8/13/19		Per RPA Contract

*\*Placement may change subject to verification of education and employment.*

Personnel Action Report  
Classified

P.2  
April 16, 2019

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
1	Edward Trotta	Resignation from Position	Senior Maintainer					6/30/19	
2	Edward Trotta	Probationary Appointment	Lead Maintainer		Prob		7/1/19		Grade 8/Step 17, per RCBDMA Contract

<b>Adult Education Instructors – Spring 2019 Begins 3/1/19 Ends 6/30/19</b>			
LAST NAME	FIRST NAME	\$ TOTAL	COURSE NAME
Fiordelisi	Peter	211.50	Pickle Ball



**Roslyn Union Free School District**  
**Project#: 9-683458**  
**Bill of Materials Overview**

**630 Administrative**

Item and Details	Qty	Unit Cost	Ext Cost
<b>Lexmark International Inc. - Printer</b> <b>Lexmark MX826ade</b> <b>Multifunction printer - B/W - laser - up to 70 ppm</b> <b>(copying) - up to 70 ppm</b> <b>(printing) - 1200 sheets - 33.6 Kbps - USB 2.0,</b> <b>Gigabit LAN, USB 2.0 host</b> Part #25B0610	30	\$3,554.70	\$106,641.00
<b>Lexmark International Inc. - Printer</b> <b>Lexmark On-Site Repair</b> <b>Extended service agreement - parts and labor - 4</b> <b>years (2nd/3rd/4th/5th year) -</b> <b>on-site - response time: next business day (for</b> <b>requests before 5:00 p.m.) - for</b> <b>Lexmark MX826ade</b> Part #2363849	30	\$1,265.00	\$37,950.00
<b>Lexmark International Inc. - Printer Supplies</b> <b>Lexmark Media tray - 550 sheets in 1 tray(s) - for</b> <b>Lexmark MX822ade, MX822adxe,</b> <b>MX826ade, MX826adxe, XM7355, XM7370</b> Part #25B2900	30	\$188.70	\$5,661.00
<b>Lexmark International Inc. - Printer Supplies</b> <b>Lexmark Staple Hole Punch Finisher</b> <b>Finisher with stacker/stapler - 2/3/4-hole - 500 sheets</b> <b>- for Lexmark B2865,</b> <b>MS725, MS821, MS822, MS823, MS825, MS826,</b> <b>MX822, MX826, XM7355,</b> <b>XM7370</b> Part #50G0849	30	\$453.05	\$13,591.50
<b>Total</b>			<b>\$163,843.50</b>

4/5/2019

Matrix Limited

Component	Total
Total Materials Cost:	\$163,843.50
Account Management Cost:	\$24,576.52
Inventory and Receiving Cost:	\$3,276.87
BOCES Labor Cost:	\$0.00
Vendor Labor Cost:	\$0.00
Hardware Maintenance Cost:	\$0.00
Cabling Installation Cost:	\$0.00
Professional Development:	\$0.00
Total Annual Charges:	\$0.00
<b>Total Cost:</b>	<b>\$191,696.89</b>

**Project#: 9-683458****Exhibit A**

Qty for Building	Item Name
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**(empty) - Roslyn Transportation - 8 Harbor Park Drive South; Port Washington, NY 11050** (4 Item Locations)

- 1 Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370
- 1 Lexmark MX826ade  
Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host
- 1 Lexmark On-Site Repair  
Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade
- 1 Lexmark Staple Hole Punch Finisher  
Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370

**TOT 4****ADM - Roslyn Administration Building - 300 Harbor Hill Rd.; Roslyn, NY 11576** (4 Item Locations)

- 2 Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370
- 2 Lexmark MX826ade  
Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host
- 2 Lexmark On-Site Repair  
Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade
- 2 Lexmark Staple Hole Punch Finisher  
Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370

**TOT 8****EAS - East Hills Elementary - 400 Round Hill Rd. & Locust; Roslyn Heights, NY 11577** (4 Item Locations)



Qty for Building	Item Name
3	Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370
3	Lexmark MX826ade Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host
3	Lexmark On-Site Repair Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade
3	Lexmark Staple Hole Punch Finisher Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370
<b>TOT</b>	<b>12</b>

**FAC - Roslyn Facilities - 3 Parp Rd.; Greenvale, NY 11548** (4 Item Locations)

1	Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370
1	Lexmark MX826ade Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host
1	Lexmark On-Site Repair Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade
1	Lexmark Staple Hole Punch Finisher Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370
<b>TOT</b>	<b>4</b>

**HAR - Harbor Hill Elementary - 3 Glen Cove Rd.; Greenvale, NY 11548** (4 Item Locations)

3	Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370
3	Lexmark MX826ade Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host

Qty for Building	Item Name
3	Lexmark On-Site Repair Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade
3	Lexmark Staple Hole Punch Finisher Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370
<b>TOT</b>	<b>12</b>

**HEI - Heights Primary School - 240 Willow St.; Roslyn Heights, NY 11577** (4 Item Locations)

- 3 Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370
- 3 Lexmark MX826ade  
Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host
- 3 Lexmark On-Site Repair  
Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade
- 3 Lexmark Staple Hole Punch Finisher  
Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370

**TOT 12****JRH - Roslyn Middle School - 375 Locust Lane; Roslyn Heights, NY 11577** (4 Item Locations)

- 7 Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370
- 7 Lexmark MX826ade  
Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host
- 7 Lexmark On-Site Repair  
Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade

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<https://nassauboces.quickbase.com/db/bhe4s8whs?a=dbpage&pageID=26&clist=3.19.547&rid=12572>

Qty for Building	Item Name
7	Lexmark Staple Hole Punch Finisher Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370

<b>TOT</b>	<b>28</b>
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**SRH - Roslyn Senior High - 475 Round Hill Rd.; Roslyn Heights, NY 11577** (4 Item Locations)

- |    |   |
|----|---|
| 10 | Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370   |
| 10 | Lexmark MX826ade<br>Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0, Gigabit LAN, USB 2.0 host                                   |
| 10 | Lexmark On-Site Repair<br>Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade |
| 10 | Lexmark Staple Hole Punch Finisher<br>Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370                   |

<b>TOT</b>	<b>40</b>
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<b>TOT</b>	<b>120</b>
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4/8/2019

Roslyn Exhibit B

## Exhibit B

## TRAINING, COORDINATION, MAINTENANCE, AND SUPPORT SERVICES

## Roslyn Union Free School District

Project#: 9-683458

## Scope of Project

This Agreement includes the purchase and installation of the equipment as it appears in the chart below.

Dest Bldg Code	<u>empty</u>	<u>ADM</u>	<u>EAS</u>	<u>FAC</u>	<u>HAR</u>	<u>HEI</u>	<u>JRH</u>	<u>SRH</u>	Totals
Item Name	Qty for Building (tot)	Qty for Building (tot)	Qty for Building (tot)	Qty for Building (tot)	Qty for Building (tot)	Qty for Building (tot)	Qty for Building (tot)	Qty for Building (tot)	Qty for Building (tot)
Lexmark Media tray - 550 sheets in 1 tray(s) - for Lexmark MX822ade, MX822adxe, MX826ade, MX826adxe, XM7355, XM7370	1	2	3	1	3	3	7	10	30
Lexmark MX826ade Multifunction printer - B/W - laser - up to 70 ppm (copying) - up to 70 ppm (printing) - 1200 sheets - 33.6 Kbps - USB 2.0 Gigabit LAN, USB 2.0 host	1	2	3	1	3	3	7	10	30
Lexmark On-Site Repair Extended service agreement - parts and labor - 4 years (2nd/3rd/4th/5th year) - on-site - response time: next business day (for requests before 5:00 p.m.) - for Lexmark MX826ade	1	2	3	1	3	3	7	10	30
Lexmark Staple Hole Punch Finisher Finisher with stacker/stapler - 2/3/4-hole - 500 sheets - for Lexmark B2865, MS725, MS821, MS822, MS823, MS825, MS826, MX822, MX826, XM7355, XM7370	1	2	3	1	3	3	7	10	30
<b>Totals (32 groups)</b>	<b>4</b>	<b>8</b>	<b>12</b>	<b>4</b>	<b>12</b>	<b>12</b>	<b>28</b>	<b>40</b>	<b>120</b>

## Account Management and Coordination

Nassau BOCES will provide ongoing on-site and off-site account management and coordination services that will include consultation, planning, implementation, curricula design, evaluation and support throughout all phases of the project as reasonably required by the Roslyn Union Free School District.

## Hardware Maintenance

Warranty and Maintenance provided as per the attached Overview (Bill of Materials) for all Manufacturer's warranties for equipment listed in Exhibit A. At the end of the maintenance/warranty period the School District has the option to pay for repairs on a time and materials basis or accept full responsibility for hardware maintenance. The patch cables and power cables are considered consumable items. If they need replacement the School District will be billed for replacement costs. All hardware maintenance is provided only on equipment purchased through Nassau BOCES. The School District accepts maintenance obligations for equipment provided through this agreement outside of the scope of manufacturers' warranties on such equipment. Hardware maintenance on district-owned workstations and printers is not covered through Nassau BOCES. All hardware maintenance and network support is coordinated through the Nassau BOCES' hotline.

4/8/2019

Roslyn Exhibit B

## Local & Wide Area Network Support

This agreement provides the guidelines for services provided as network support.

### I. Description of Service

BOCES will use all reasonable efforts to:

- A. Answer the district personnel's questions via a "Help Desk" telephone line.
- B. Identify the source of a problem and assist the district personnel in resolving it by:
  - 1. Help Desk troubleshooting.
  - 2. Remote diagnosis.
  - 3. Scheduling on-site assistance as necessary.

### II. Statement of Work

#### A. Scope of Effort

BOCES will provide network support, installation, and limited end-user support services. These services consist of assuring workstation and peripheral connectivity, analyzing network performance, configuring regional standard network operating systems, installing and/or supporting regional standard networkable software and hardware, implementing backup procedures, and providing telephone assistance to district personnel, as required, to aid with problem resolution in a timely manner. On site service will be provided according to level of criticality.

- LEVEL I Entire network down/critical application down. *Technician is dispatched as soon as possible.*
- LEVEL II Inability to perform network functions. *Technician is dispatched within 24 hours.*
- LEVEL III Individual workstations down. *Technician is dispatched within 24-48 hours.*
- LEVEL IV General Support. *Technician will call to schedule convenient day/time.*

#### B. Key Assumptions

This agreement is based upon the following assumptions. Changes to this statement of work may result in modifications to the schedule of work and/or the fees of this agreement.

- 1. The network operating system is installed, operational, and has been upgraded to an acceptable regional standard release level.
- 2. A valid full system backup exists and is maintained on a regular basis.
- 3. A workstation is made available to BOCES to perform any work necessary on the network.
- 4. Access to the file server and wiring closet is provided.
- 5. Any district-purchased equipment or cabling meets BOCES regional standards and is fully functional.
- 6. A complete set of functional operating system media with all associated documentation is available on site, at all times.
- 7. Time will be made available during the hours of 8:30 am to 4 pm, weekdays, to perform the tasks listed in the statement of work.
- 8. The appropriate hardware service maintenance agreements are in effect to ensure that the hardware is functioning properly.
- 9. BOCES will provide a customer support line between the hours of 7 a.m. and 4 p.m., (3:30 p.m. July and August), Monday through Friday (except for holidays) throughout the term of this agreement.
- 10. The item to be located in each school will use a modem or router connection to allow BOCES Technical Services to provide remote diagnosis, and where possible, correct network problems without an on-site visit. The school district is responsible for the telecommunications connection to the network to support this procedure.
- 11. A functional Uninterruptible Power Supply (UPS) with management software is installed on the file server.

### III. Responsibilities of Nassau BOCES

- A. Problem Determination and Diagnosis BOCES will diagnose network performance and use all reasonable efforts to restore the integrity of the network if either regional standard operating system or regional standard application difficulties are encountered. In addition, BOCES will regenerate and restore backup files, including system parameters, programs, and data files wherever possible.
- B. Working with the school district designee BOCES will supply the network privileges necessary for the school district designee to maintain and administer the system backup and for some Instructional systems, the print queues.

- C. Network Profile At the inception of this agreement, BOCES will maintain copies of network diagrams, installed hardware items, serial numbers, and problem activity records.
- D. Installation of Additional Hardware All requests for additional hardware intended for network installation must be reviewed with the BOCES account manager prior to purchase. The account manager will check the feasibility of installation with the technical support staff. Upon approval, an addendum to this agreement will be generated to include support for said hardware. Purchase and installation of said hardware is billable. If requested hardware is not a BOCES regional standard item, additional billing may apply. BOCES cannot purchase components for district owned hardware.
- E. Installation of Networkable Software All requests for additional networkable software intended for network installation must be reviewed with the BOCES account manager prior to purchase. The account manager will review the feasibility of installation with the technical support staff. Upon approval, an addendum to this agreement will be generated to include support for said software. Purchase and installation of said software is billable.
- F. Stand-alone Software and CD Software All requests for stand-alone software and CD software intended for workstation installation must be reviewed with the BOCES account manager prior to purchase. The account manager will check the feasibility of installation with the technical support staff. Installation of district-purchased stand-alone software is billable.
- G. Relocation of Existing Networks, Workstations, and Peripherals All requests to relocate networks, workstations, and peripherals must be reviewed with the BOCES account manager prior to relocation. The manager will check the feasibility of moving equipment with the technical support staff. Upon approval, relocation and installation of said equipment is billable.
- H. Reconfigurations/Upgrades All requests to reconfigure/upgrade networks, workstations, and peripherals must be reviewed with the BOCES account manager prior to relocation. The account manager will check the feasibility of reconfiguration/upgrades with the technical support staff. Upon approval, reconfiguration/upgrades are billable.
- I. LAN Manager Training Staff development training for LAN managers in the routine care of the network and the proper handling of the network software management systems.

#### IV. Responsibilities of the School District

BOCES' performance under the Agreement is predicated upon the fulfillment of the following school district responsibilities in a satisfactory manner:

- A. School District Designee Prior to the commencement of this agreement, the school district shall designate a school district designee to whom all communications to BOCES shall be addressed. The designated person shall have the authority to act on behalf of the school district related to all aspects of the agreement.  
The responsibilities of the school district designee are:
  - 1. To interface between BOCES and all district departments on a timely basis.
  - 2. To perform basic troubleshooting checks on the network; to make calls to the Help Desk as necessitated by network problems; to arrange for on-site service by technical support staff.
  - 3. To perform a system backup as implemented by BOCES on a regular basis and arrange to store backup media in a safe and secure location that is accessible to Nassau BOCES Technical staff. Please note that one of your backup tapes should be stored in a secondary, preferably off-site, secure location on a regular basis.
  - 4. To arrange maintenance for hardware and software products purchased by the district and not covered under any agreement with BOCES.
  - 5. To submit all requests for additional hardware, networkable software, stand-alone software and CD software, reconfiguration/upgrades, and relocation of equipment to the BOCES account manager prior to purchase/authorization. If the request is approved by BOCES, the School District Designee will obtain the written authorization of the district to be billed.
  - 6. To insure that each BOCES network is checked for operational integrity if it has not been operational for an extended Periods of time. If any problems are detected during this process, the school district designee will call the BOCES Help Desk at 334-1770 so that BOCES can dispatch a technician to correct the problem. Instructional networks should be reported before August 15th, to insure operability for the opening of school.
- B. Other Responsibilities
  - 1. The district is responsible for proper site preparation to receive the network equipment by providing correct electrical service, appropriate climate control, and furniture. The ongoing maintenance of these items is the district's responsibility.



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Roslyn Exhibit B

2. The district is responsible for the storage of original software disks, manuals, and backup tapes in a secure location where the equipment is installed, so that these items are easily accessible by Nassau BOCES technical staff.
3. Hardware and software purchased by BOCES for the district is owned by Nassau BOCES as required by the regulations of the State Education Department. The district has no equity in these items. It is, however, the responsibility of the district to take proper care of the equipment and see that it is secure at all times. It is the responsibility of the district to obtain and maintain fire and theft insurance covering all of the equipment for its replacement cost through insurance carriers satisfactory to BOCES, and thereby reimburse BOCES for any and all damaged, lost or stolen hardware and software. Upon request by BOCES, the school district shall promptly provide BOCES with evidence of such insurance coverage.
4. Hardware, software, and cabling/communications equipment purchased by the district must comply with BOCES regional standards in order to be maintained under this agreement.
5. No district, district personnel, or consultant hired by the district can add to, bridge or route into, or alter the system, without first consulting with Nassau BOCES so that system integrity can be maintained. Nassau BOCES has the final decision as to whether the system can be altered, as required by regulations of the State Education Department. All requests must be authorized in writing as specified in IV.A.5 (see previous page).





**ESTIMATED EXHIBIT D**  
**ESTIMATED SERVICE AND INSTALLATION COSTS**  
**Roslyn Union Free School District - Project#: 9-683458: 30 Lexmark MX826ade Multi-functional Printers - 5YR**

Description	Total	Year 1 19/20	Year 2 20/21	Year 3 21/22	Year 4 22/23	Year 5 23/24
<b>Equipment Cost Basis:</b>						
LTPP Hardware & Software Total (Estimated)	\$0.00					
Admin Hardware & Software Total (Estimated)	\$163,843.50					
Hardware & Software Total (Estimated)	\$0.00					
Other Hardware & Software Total (Estimated)	\$0.00					
Lawyers Fee		\$2,263.84				
<b>Subtotal: Hardware &amp; Software Costs (Estimated)</b>	<b>\$163,843.50</b>					
<b>Admin Project Costs:</b>						
Admin Hardware & Software Total (Estimated) <sup>1</sup>	<b>\$163,843.50</b>					
Admin Hardware & Software (Estimated-Financed @ 3.5% for 5 Years)	<b>\$178,835.95</b>	\$35,767.19	\$35,767.19	\$35,767.19	\$35,767.19	\$35,767.19
Admin Vendor Installation Cost	\$0.00					
Account Management & Coordination (15.0% of Admin Total)	\$4,915.30	\$4,915.30	\$4,915.30	\$4,915.30	\$4,915.30	\$4,915.32
Receiving & Inventory (2.00% of Admin HW Total)	\$1,638.44	\$1,638.43				
BOCES Installation Cost	\$0.00	\$0.00				
Hardware Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Admin Subtotal</b>	<b>\$42,320.93</b>	<b>\$42,320.92</b>	<b>\$40,682.49</b>	<b>\$40,682.49</b>	<b>\$40,682.49</b>	<b>\$40,682.51</b>
<b>Other Project Costs:</b>						
Additional Annual Fee and Subscriptions <sup>2</sup>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Grand Total</b>		<b>\$44,584.77</b>	<b>\$42,320.92</b>	<b>\$40,682.49</b>	<b>\$40,682.49</b>	<b>\$40,682.51</b>

<sup>1</sup> Hardware and Software costs are subject to changes in vendor pricing.

<sup>2</sup> Fees and rates for network maintenance and support, professional development and base subscriptions services are provided as estimates only and are subject to review and change at the close of each fiscal year. Any modifications will be reflected in the appropriate years' annual eLOI.

ROSLYN MIDDLE SCHOOL  
MEMORANDUM

TO: Joseph Dragone

FROM: Craig S. Johanson

DATE: March 28, 2019

SUBJECT: BOE Recommendation to Discard Six Round MS Cafeteria Tables, and  
Broken Picnic and Ping Pong Tables

*Approved  
Joseph Dragone*

Dear Joe,

I received a recommendation from Tomas Gil, Head Custodian, to discard six round cafeteria tables, no longer in use, one broken picnic table, and one broken ping-pong table. Below are the asset tag numbers:

Round Tables: 20081128, 301348, 301387, 301378, 301363, 20081126  
Picnic Table: 20170022  
Ping Pong Table: Serial # 0107811

If approved, please add to the next Board of Education meeting agenda.

CJ:MC

ROSLYN PHYSICAL EDUCATION, HEALTH & ATHLETICS

MEMORANDUM

TO: Joseph Dragone  
FROM: Michael Brostowski  
DATE: April 8, 2019  
SUBJECT: Recommendation to Discard MS Treadmill

OK  
J. Dragone  
4/11/19

=====

I am recommending that the following item be discarded, as it is unsafe due to missing safety features and cannot be repaired:

Pace Master Treadmill  
Located at Roslyn Middle School  
No asset tag

This treadmill poses a safety hazard.

Thank you.

/lac

**ROSLYN MIDDLE SCHOOL  
MEMORANDUM**

**TO:** Joseph Dragone  
**FROM:** Craig S. Johanson   
**DATE:** April 11, 2019  
**SUBJECT:** Recommendation to Discard Three MS Cabinets

Dear Joe,

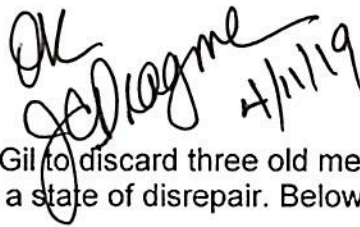
I received a recommendation from Tomas Gil to discard three old metal cabinets from a technology classroom. They are old and in a state of disrepair. Below are the asset tag numbers:

20081144, 301333, 301332.

Please add this to the next Board of Education meeting agenda.

Thank you,

Craig S. Johanson






## 2019-20 Property Tax Report Card

<b>Roslyn UFSD</b>		
Contact Person:	Joseph C. Dragone	
Telephone Number:	516-801-5030	
	Budgeted 2018-19 (A)	Proposed Budget 2019-20 (B)
Total Budgeted Amount, not Including Separate Propositions	<b>109,959,967</b>	<b>113,190,196</b>
A. Proposed Tax Levy to Support the Total Budgeted Amount <sup>1</sup>	<b>93,199,626</b>	<b>95,039,828</b>
B. Tax Levy to Support Library Debt, if Applicable	<b>0</b>	<b>0</b>
C. Tax Levy for Non-Excludable Propositions, if Applicable <sup>2</sup>	<b>0</b>	<b>0</b>
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	<b>0</b>	<b>0</b>
E. Total Proposed School Year Tax Levy (A + B + C - D)	<b>93,199,626</b>	<b>95,039,828</b>
F. Permissible Exclusions to the School Tax Levy Limit	<b>3,865,328</b>	<b>3,208,825</b>
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions <sup>3</sup>	<b>91,033,409</b>	<b>92,431,982</b>
H. Total Proposed School Year Tax Levy, <u>Excluding</u> Levy to Support Library Debt and/or Permissible Exclusions (E - B - F + D)	<b>89,334,298</b>	<b>91,831,003</b>
I. Difference: (G - H); (negative value requires 60.0% voter approval) <sup>2</sup>	<b>1,699,111</b>	<b>600,979</b>
Public School Enrollment	<b>3,194</b>	<b>3,194</b>
Consumer Price Index		<b>2.13%</b>

<sup>1</sup> Include any prior year reserve for excess tax levy, including interest.<sup>2</sup> Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.<sup>3</sup> For 2019-20, includes any carryover from 2017-18 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

	Actual 2018-19 (D)	Estimated 2019-20 (E)
Adjusted Restricted Fund Balance	<b>22,695,605</b>	<b>23,000,000</b>
Assigned Appropriated Fund Balance	<b>110,000</b>	<b>500,000</b>
Adjusted Unrestricted Fund Balance	<b>4,398,398</b>	<b>4,527,608</b>
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	<b>4.00%</b>	<b>4.00%</b>

## Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/19 Actual Balance	6/30/19 Estimated Ending Balance	Intended Use of the Reserve in the 2019-20 School Year
Capital 	2015 and 2017 Capital Reserves	To pay the cost of any object or purpose for which bonds may be issued.	<b>12,038,403.89</b>	<b>12,150,000.00</b>	<b>6,816,738.00</b>
Repair	Reserve for Repairs	To pay the cost of repairs to capital improvements or equipment.	<b>1,268,655.61</b>	<b>1,300,000.00</b>	<b>800,000.00</b>
Workers' Compensation	Workers' Compensation	To pay for Workers Compensation and benefits.	<b>16,295.58</b>	<b>17,000.00</b>	<b>0</b>
Unemployment Insurance	Unemployment Insurance Reserve	To pay the cost of reimbursement to the State Unemployment Insurance Fund.	<b>1,488,932.25</b>	<b>1,500,000.00</b>	<b>0.00</b>
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.			
Mandatory Reserve for Debt Service		To cover debt service payments on outstanding obligations (bonds, BANS) after the sale of district capital assets or improvements.			
Insurance		To pay liability, casualty, and other types of uninsured losses.			
Property Loss 		To establish and maintain a program of reserves to cover property loss.			
Liability 		To establish and maintain a program of reserves to cover liability claims incurred.			
Tax Certiorari		To establish a reserve fund for tax certiorari settlements			
Reserve for Insurance Recoveries		To account for unexpended proceeds of insurance recoveries at the fiscal year end.			
EBALR – Employee Benefit Accrued Liability	EBALR	For the payment of accrued 'employee benefits' due to employees upon termination of service.	<b>144,124.97</b>	<b>145,000.00</b>	<b>0</b>
Retirement Contribution	Retirement Contribution	To fund employer retirement contributions to the State and Local Employees' Retirement System	<b>7,108,222.19</b>	<b>7,150,000.00</b>	<b>500,000.00</b>
Other Reserve					

ROSLYN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
CALENDAR OF MEETINGS  
**2019 - 2020**

July 2, 2019 BOE Retreat / **5:00 PM** Reorganization Meeting

***July/August Meetings at 7:00 AM to be determined***

	February 6, 2020
September 5, 2019	March 12, 2020
September 19, 2019	March 26, 2020
October 3, 2019	April 2, 2020
October 17, 2019	April 21, 2020 <b>[Tue]</b> BOCES Budget Vote
November 7, 2019	May 7, 2020 <b>[Budget Hearing]</b>
November 21, 2019	May 19, 2020 <b>[Tue]+</b>
December 12, 2019	June 4, 2020
January 23, 2020	June 30, 2020

**+ May 19, 2020 – Budget vote and Election**-third Tuesday in May

**++June 25, 2020 – 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](http://www.roslynschools.org)) for changes.

**BOCES Budget Vote date is tentative – will be confirmed after the BOCES vote on April 16, 2019.**

***Draft 4/9/19***

# **ROSLYN UNION FREE SCHOOL DISTRICT**

## **New/Revised Policies**

**March 25, 2019**

**April 4, 2019 2nd Reading**

**April 16, 2019 3rd Reading**

# **POLICY 1600**

## **UNMANNED AERIAL VEHICLES**

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### **NEW POLICY**

<b>Policies Being Replaced</b>	<b>NONE</b>
<b>Reason for Revision</b>	<b>Adopt policy concerning the use of drones on school property</b>



As the safety of all students, staff, and community members is of paramount concern, the School District prohibits the use or possession of unmanned aircraft or aerial systems (UAS), also known as drones, for any purpose by any person or entity at all events on the grounds of the School District.

This prohibition applies to the area above and upon all spectator areas, fields of play, courts, mats, parking areas and/or other property on the grounds of the School District.

For purposes of this policy, a UAS is any unmanned airborne device or aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft. The School District reserves the right to refuse admission to anyone operating or attempting to operate a UAS or to request the immediate removal of any person using or attempting to use a UAS in violation of this policy.

Use of drone for School District-related purposes under the supervision of School District staff is permitted with the approval of the Superintendent of Schools or his/her designee. The Board of Education reserves the right in its sole discretion to grant an exception to this policy to law enforcement, public safety agencies, or other individuals or entities. Any request for an exception to this policy must be submitted to the Board of Education at least two (2) weeks prior to the event. Any use granted under this provision must comply with the applicable FAA regulations.

Cross Ref:     1500 Use of School Facilities  
                     5300 Code of Conduct

Ref:     14 C.F.R. § 107

Adoption Date

# **POLICY 6800**

## **PAYROLL PROCEDURES**

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### **REVISED POLICY**

<b>Policies Being Replaced</b>	<b>6800 – Payroll Procedures</b>
<b>Reason for Revision</b>	<b>Updating substance of policy</b>

The Board of Education recognizes the importance of the payroll function for the effective administration of the School District. The Board of Education is also aware that this is an area at risk of fraud and abuse.

A duly certified payroll is one that has been examined and approved by the Superintendent of Schools, or his/her designee. It shall be the responsibility of the Superintendent of Schools or his/her designee to prepare all payrolls authorized for payment by the Superintendent of Schools. Upon such authorization, voucher order checks and/or direct deposit authorizations, signed or authorized by the School District's Treasurer and the School District Clerk (or individuals designated by the Board of Education at its reorganization meeting to substitute for the School District Treasurer or School District Clerk) and payable to the order of the persons entitled to receive such moneys, shall be issued.

Payroll procedures will also be reviewed periodically by the individual or firm performing the Internal Audit Function. The Internal Auditor will report findings and recommendations to the Board of Education. It is the intention of the Board of Education to take reasonable and necessary steps to safeguard the School District's payroll.

Cross-ref:     6810 Fiscal Controls  
                  6600 Fiscal Accounting and Reporting  
                  6680 Internal Audit Function

Ref:     Education Law §§1720; 2116-a

Adoption Date:

# **POLICY 9260**

## **CONDITIONAL APPOINTMENTS**

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### **REVISED POLICY**

<b>Policies Being Replaced</b>	<b>Policy 9014 Conditional Appointment and Emergency Conditional Appointment</b>
<b>Reason for Revision</b>	<b>Revise policy to align with current law</b>

The Board of Education recognizes that there may be instances in which it is necessary, upon recommendation of the Superintendent of Schools, for the Board of Education to conditionally appoint or to make an emergency conditional appointment of a prospective employee. To provide for the safety of students who have contact with an employee holding a conditional appointment or an emergency conditional appointment, the Board of Education adopts the following policy.

No School District employee who holds a conditional or emergency conditional appointment shall be in contact with students, either in groups or individually, unless accompanied by an employee who does not hold conditional appointment, and only in the event the Building Principal provides express permission.

No School District employee conditionally or emergency conditionally appointed shall teach a class or provide services to students with his/her office or classroom door closed at any time when students are present in the classroom, unless accompanied by another teacher or administrator who does not hold conditional appointment.

The Building Principal or his/her designee shall, at least twice a week, monitor the activities of such employees while on School District property during the period of their conditional or emergency conditional appointment.

In addition, the School District will ensure that all personnel, including conditional and emergency conditional appointed employees, are aware of and receive training regarding the prohibition against child abuse in an educational setting and of their responsibility for reporting any such abuse. All conditionally appointed and emergency conditionally appointed employees receive this training at the time of their initial contingency appointment.

For purposes of this policy, the terms “conditionally appointed” and “emergency conditional appointment” shall refer to any employee holding conditional or emergency conditional appointment, as defined in Section 1709 of the Education Law.

Cross-ref:

Ref: Education Law §§1125-1133; 1709(39)  
8 NYCRR §§100.2(hh); Part 87

Adoption date:

# **POLICY 9320**

## **DRUG/ALCOHOL FREE WORKPLACE**

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### **REVISED POLICY**

<b>Policies Being Replaced</b>	<b>Policy 9125 Drug Free Workplace</b>
<b>Reason for Revision</b>	<b>Revise policy to align with current law</b>

1. No person may use, possess, sell, manufacture or distribute alcohol or other substances, nor may use or possess drug paraphernalia, on school grounds or at school-sponsored events and activities, except drugs as prescribed by a physician.
  - a. The terms “alcohol and other substances” shall be construed throughout this policy to refer to the use of all controlled substances and other illegal drugs including but not limited to alcohol, tobacco, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alikes, and any synthetic version thereof (whether or not specifically illegal or labeled for human consumption), commonly referred to as “designer drugs.” Designer drugs are those substances which have been designed and synthesized to mimic the intended effects and usages of, and which are chemically substantially similar to, substances controlled by federal and/or state law as exemplified above.
  - b. “Drugs” shall include, but not be limited to, all controlled substances and other illegal drugs as defined in 1(a) above.
  - c. The inappropriate use of prescription and over-the-counter drugs shall also be prohibited.
  - d. The possession of tobacco products by a person over the age of twenty-one (21) would not be considered a violation of this policy.
2. The School District shall:
  - a. Notify all employees and employees of subcontractors in writing and specify the actions that will be taken against employees or other persons for violation of such prohibitions, which may include disciplinary measures addressed in the law.
  - b. Establish a drug/alcohol-free awareness program to inform employees about:
    - i. The dangers of drug/alcohol abuse;
    - ii. The School District’s policy of maintaining a drug-free workplace;
    - iii. Any available drug counseling, rehabilitation, and employee assistance program; and
    - iv. The penalties that may be imposed upon employees for drug abuse violations.
  - c. Notify the employee in the above notice that as a condition of employment, the employee will abide by the terms of the statement, and that the employee will notify the School District of any criminal arrest, and conviction for alcohol-related

and other controlled substances-related activity in the workplace no later than five (5) days after such arrest or conviction.

3. The School District shall take one of the following actions within thirty (30) days of receiving notice with respect to any employee who is so convicted:
  - a. Take appropriate personnel action against such an employee, up to and including termination; and/or
  - b. Require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health enforcement, or other appropriate agency.
4. The School District in collaboration with the School District's collective bargaining units will establish an Employee Assistance Program that will provide appropriate and confidential prevention, intervention, assessment, referral, support and follow-up services for School District staff who seek assistance with alcohol and other substance use/abuse related problems, emotional problems, mental illness and other human problems. School District staff will be informed as to the services they can receive through the Employee Assistance Program and encourage to seek such help voluntarily. When an employee's unsatisfactory performance may be the result of drugs, alcohol, or other substance abuse, the School District's supervisory personnel will encourage employees to manage and move toward a resolution of their problems on their own with the help of the Employee Assistance Program.
5. The School District shall publish a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession or use of a controlled substance is prohibited in the workplace.

Adoption date:



## **POLICIES TO BE ABOLISHED**

April 4, 2019 2nd Reading

April 16, 2019 3rd Reading

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #0310**

**EVALUATION OF SCHOOL BOARD OPERATIONAL PROCEDURES**

The Board of Education shall review the effectiveness of its internal operations at least once annually. The Superintendent of Schools and others who work regularly with the Board shall be asked to participate in this review and to suggest ways by which the Board can improve its functioning as a deliberative and legislative body.

An effective program of evaluation contains many features. The following conditions are crucial to evaluation that has as its primary purpose the improvement of Board leadership:

1. Board members should be involved in the development of the standards by which they will evaluate themselves.
2. The evaluation should be a composite of each Board member's opinion, but the Board as a whole should meet to discuss the results.
3. The evaluation should include a discussion of strengths as well as weaknesses.
4. The Board should not limit itself to those items that appear on the evaluation form. No form or set of guidelines could encompass the totality of the Board's responsibilities.

POLICY #0310

Page 2

5. Each judgement should be supported by as much rational and objective evidence as possible.

When the Board has received the composite profiles from the evaluation, Board members will discuss the results in detail and formulate a series of objectives for the ensuing year. These objectives will be stated in the form of behavioral change or productivity gains. Implied in this approach is an assumption that an individual is capable of improvement. The chances that he/she will improve are enhanced if evaluation is carried out systematically in accordance with good planning, conscientious follow-through, and careful assessment of results.

:FPB

Adopted: 12/1989

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #1420**

**COMPLAINTS ABOUT CURRICULA INSTRUCTIONAL MATERIALS**

All complaints concerning textbooks, library books and other instructional material shall be submitted to the Superintendent of Schools. The Superintendent shall promulgate regulations subject to Board of Education approval, establishing a complaint procedure which shall include:

1. an opportunity for an informal conference with the complainant;
2. the submission of formal written complaints on a prescribed form;
3. the formation of an instructional material review committee. The members of the committee shall be recommended by the Superintendent and appointed by the Board. The committee shall make recommendations to the Superintendent concerning the disposition of any complaint;
4. a decision by the Superintendent of Schools; and
5. an appeal to the Board of Education. The decision of the Board shall be final.

:FPB

Adopted: 12/1989

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #1812**

**DANGEROUS WEAPONS IN SCHOOL: COMMUNITY**

The Roslyn Union Free School District recognizes that possession of a weapon in a school building, facility, bus, on school grounds, or involved in a school-related activity (collectively "school premises"), poses a clear and present danger to students and staff.

No person shall knowingly have in his/her possession upon school premises any rifle, shotgun, pistol, revolver, other firearm, explosive, BB gun, pellet gun, air rifle, dangerous chemical, knife or any object which is not necessary for school activities and which could be used as a weapon.

A weapon is defined as any instrument capable of firing a projectile, the frame or receiver of any such weapon, a firearm muffler or silencer, any explosive device, or any other instrument capable of inflicting bodily harm.

As defined by the Gun-Free Schools Act of 1994, a "firearm" is a type of dangerous weapons which is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of such a weapon; any firearm muffler or firearm silencer; or any other destructive device.

School authorities shall report violators to law enforcement agencies where a violation of the law may have occurred.

POLICY #1812

Page 2

New York State and Federal peace officers and police officers acting in their official capacity or as required by law are the only people permitted on school property to have a weapon in their possession.

:FPB

Adopted: 12/1989

Revised: 11/1994

Ref: Goals 2000; Educate America Act P.L. 103-227  
(Gun-Free Schools Act of 1994)  
18 USC §921

Cross-ref: 9150.0 Dangerous Weapons in Schools (Staff)  
5312.2 Dangerous Weapons in School  
(Students)

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #4870**

**PRIVATE TUTORING OF ROSLYN STUDENTS**

The philosophy of the Roslyn Public Schools is to offer a comprehensive curriculum and a variety of educational opportunities for all students. If students require assistance beyond the classroom, they are encouraged to take advantage of available services like study centers; reading, math, and writing labs; Honor Society tutoring and Community Service tutoring; and teacher availability after school.

The District does not endorse or encourage private tutoring. Furthermore, the District is not responsible for the tutoring, does not supervise the tutors, and will not be liable in the event that the parent and/or student finds the tutoring services to be unsatisfactory.

Parents are, however, free to seek tutoring services. Should parents employ Roslyn teachers as tutors, the District will utilize the following procedures so as to negate any unfair advantage that might result from this activity.

1. A Roslyn teacher or staff member may not provide private tutoring services for any student who is presently in any of his/her classes.
2. A Roslyn teacher or staff member may not provide private tutoring services on school grounds or during the school day.
3. A Roslyn teacher or staff member may not make a recommendation for private tutoring as an option to a parent until he/she has discussed the recommendation with his/her immediate supervisor.

POLICY #4870

Page 2

4. Parents are free to contact and employ private tutors who are not members of the Roslyn staff.

Pursuant to the School District's Code of Ethics (Policy #2160, Regulation #2160-R), a Roslyn teacher may not enter into a tutoring arrangement which represents a conflict of interest or violates such Code.

:FPZ

Adopted: 2/1996

Rev.: 6/2003  
10/2003



**ROSLYN PUBLIC SCHOOLS**  
Roslyn, New York

**TEMPORARY REGULATION #4870-R**

**PRIVATE TUTORING OF ROSLYN STUDENTS**

1. Whenever possible, more than one name will be provided to parents who request recommendations.
2. If tutors possess confidential knowledge of the specific content of tests for which they are preparing students or have any other information that might produce an unfair advantage to the student, they must not share it with anyone.

:FPB

Adopted: 6/2003

**ROSLYN PUBLIC SCHOOLS**  
Roslyn, New York

**POLICY #8132**

**EMERGENCY DRILLS**

**Fire Drills**

The Board of Education will have all buildings inspected at least once each year for fire hazards. In addition, the Superintendent of Schools will be responsible for providing safety training for students.

As required by State Law, fire drills will be held in each school at least twelve (12) times each school year. Eight of these drills must be conducted prior to December 1<sup>st</sup>, and the remaining four prior to the end of the school year.

**Early Dismissal**

In case of severe weather, schools will be dismissed in the following order and at these approximate times:

High School	11:00 a.m.
Pre-Kindergarten	11:30 a.m.
Middle School	11:45 a.m.
East Hills	12:30 p.m.
Harbor Hill	12:30 p.m.
Kindergarten	1:15 p.m.

The early dismissal sequence is designed so that middle and high school students are at home when younger siblings arrive.

**Go Home Early**

The District shall annually conduct at least one go home early drill in each school building. Students are dismissed at some time prior to their regular dismissal time, and transported to their homes.

POLICY #8132

Page 2

Note: Any early dismissal may fulfill the go home  
early drill requirement.

:FPB

Adopted: 12/1989

Revised: 1/2002

Ref: Education Law §§807; 808

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #8133**

**BOMB THREATS**

The Board of Education recognizes that the potential harm caused by a bomb threat is not limited to serious personal injury and property damage. A bomb threat can also create an atmosphere of anxiety and panic, which, in turn, can result in the disruption of normal activities and the educational process. The Board further recognizes the district's responsibility to ensure the safety of students, staff and other building occupants whenever a bomb threat is received by being properly prepared with an identified of action to respond to the threat.

A bomb threat is a criminal act and will be treated as one. Any bomb threat to the district will be taken seriously; no bomb threat will be treated as a hoax or a prank. The district will vigorously pursue disciplinary action against any student or staff member caught reporting a bomb threat consistent with the provisions of the student code of conduct, state law or any applicable collective bargaining agreement. In addition, the district will urge law enforcement officials to prosecute any person caught reporting a bomb threat to the fullest extent of the law. Further, the district may seek restitution from the parent or guardian of any minor child between the ages of 10 and 18 who falsely reports a bomb threat or places a bomb for the expense of responding to the false report or incident.

The Superintendent of Schools shall establish procedures to be followed by all staff and students in the event of a bomb threat. The procedures shall be made a part of each school's emergency management plan. The procedures shall include a requirement that any person receiving information about a bomb threat must immediately notify the building administrator or his/her designee who will, in turn, immediately notify the appropriate law enforcement

## POLICY #8133

Page 2

and initiate the planned actions to move all occupants out of harm's way. All appropriate staff shall be given a copy of the procedures, and the Superintendent shall ensure that all staff receive training on their respective roles and responsibilities in the event of a bomb threat.

The Superintendent must inform members of the Board and the parents/guardians of district students as soon as possible after any incident that activates the school emergency management plan, along with actions taken to protect students, staff and property. The Superintendent is also responsible for notifying the State Education Department and the District Superintendent of each bomb threat incident in accordance with requirements established by the State Education Department.

:FPB

Adopted: 1/2002

Cross-ref: 5450, Student Safety  
8130, Emergency Plans  
8134, Emergency Closings  
8135, Safe Schools

Ref.: Education Law §807 (Fire Drills)  
General Obligations Law §3-112 (Liability of parents and legal guardians for certain damages; liability is limited to \$5,000)  
Penal Law §§240.55; 240.55; 240.60 (Falsely reporting an incident in the third, second and first degree, respectively); 240.61; 240.62 (placing a false bomb in the second and first degree, respectively)  
8 NYCRR §155.17 (School Emergency Management Plans)  
Revised Bomb Threat Response Guideline, New York State Education Department and New York State Police, February 1999

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #8413.1**

**TRANSPORTATION OF CHILDREN TO NON-PUBLIC SCHOOLS**

Requests for daily student transportation to non-public schools must be submitted annually by parent(s) or legal guardian(s) of resident students. Such requests must be submitted no later than April 1<sup>st</sup> in order for a child to be eligible for transportation the following September.

If a child is not a resident of the District on April 1<sup>st</sup>, his/her parent(s) or guardian(s) must submit a written request for transportation within thirty (30) days after establishing residence. The Superintendent of Schools may grant an exception to the April 1<sup>st</sup> deadline only upon receipt of a written request that specifies the nature of the extenuating circumstance which delayed the request, and where the exception will not involve any additional cost to the School District.

The Superintendent's decision to deny a late transportation request may be appealed to the Board of Education.

:FPB

Adopted: 12/1994

Ref.: Education Law §3635(2)

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #8422**

**USE OF PRIVATE VEHICLES ON SCHOOL BUSINESS**

The Board of Education recognizes that personnel are sometimes required to use their cars in the performance of their duties in traveling among district schools and in their attendance at professional conferences.

The mileage reimbursement shall be the maximum rate per mile approved by the IRS, with such reimbursement to be claimed in a way prescribed by the Superintendent of Schools.

:FPB

Adopted: 12/1989

Revised: 1/2002

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #9150.1**

**DANGEROUS WEAPONS IN SCHOOL: STAFF**

The Roslyn Union Free School District recognizes that possession of a weapon in a school building, facility, bus, on school grounds, or involved in a school-related activity (collectively "school premises"), poses a clear and present danger to students and staff. No staff member shall knowingly have in his/her possession upon school premises any rifle, shotgun, pistol, revolver, other firearm, explosive, BB gun, pellet gun, air rifle, dangerous chemical, knife or any object which is not necessary for school activities and which could be used as a weapon.

A weapon is defined as any instrument capable of firing a projectile, the frame or receiver of any such weapon, a firearm muffler or silencer, any explosive device, or any other instrument capable of inflicting bodily harm.

In accordance with the Gun-Free Schools Act of 1994, a "firearm" is a type of dangerous weapon which is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of such a weapon; any firearm muffler or firearm silencer; or any other destructive device.

Any staff member who violates this policy will be subject to disciplinary action in accordance with his/her unit's collective bargaining agreement. School authorities shall report violators to law enforcement agencies where a violation of the law may have occurred.



POLICY #9150.1

Page 2

New York State and Federal Peace Officers and police Officers acting in their official capacity or as required by law are the only people permitted on school property to have a weapon in their possession.

:FPB

Adopted: 12/1989

Revised: 11/1994

Ref: Goals 2000; Educate America Act P.L. 103-227  
(Gun-Free Schools Act of 1994)  
18 USC §921

Cross-Ref: 1810 Dangerous Weapons in School  
(Community)  
5312.2 Dangerous Weapons in School  
(Students)

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #9540**

**EMPLOYEES WITH HIV-RELATED ILLNESS**

The Board of Education recognizes the public concern over the health issues surrounding Acquired Immune Deficiency Syndrome (AIDS) and Human Immunodeficiency Virus Infection (HIV). The Board also recognizes, based upon the current state of medical knowledge, that the virus associated with AIDS is not easily transmitted and there is no evidence that AIDS or the HIV virus can be transmitted by casual social contact in the open school setting.

The Board acknowledges the interests of employees diagnosed as having AIDS or HIV infection in continuing their employment, as well as the interests of all students and employees of the school district to learn and work without being subjected to significant risks to their health. The Board also takes notice that under current law and regulations the disclosure of confidential AIDS and/or HIV-related information must be strictly limited.

Accordingly, it is the policy of the Board of Education that no District employee shall be prevented from continuing his/her employment solely on the basis of such information.

In accordance with current law and regulations, it is also the policy of the Board to prevent any employee from being subjected to adverse or discriminatory treatment or stigma solely because he/she has been diagnosed as having AIDS or being HIV-infected.

The Superintendent of Schools is hereby directed to develop administrative regulations in regard to avoiding employment discrimination against individuals diagnosed as having AIDS or being HIV-infected.

## POLICY #9540

Page 2

The Superintendent also shall implement, and all school personnel shall comply with, guidelines and routine sanitary hygiene procedures for dealing with all spills of blood and other body fluids in/on school premises and grounds. The Superintendent should consult public health officials, as appropriate, for the most current methods and information pertaining to such procedures.

In addition, the Superintendent shall develop and immediately implement in-service education and training for all school personnel concerning AIDS and HIV infection and the routine sanitary hygiene procedures to be followed in the case of all spills of blood and other body fluids.

:FPB

Adopted: 12/1989

Revised: 9/1990

Ref: Public Health Law, Article 27-F  
NY Executive Law §296  
US Rehabilitation Act 504  
10 NYCRR Part 63  
29 CFR §1910.1030 (proposed)  
*Arline v. School Board of Nassau County*,  
692 F Supp 1286 (MD Fla., 1988)  
*School Board of Nassau County v. Arline*,  
480 US 273 (1987)

## **POLICIES TO BE ABOLISHED**

4.4.2019 1st Reading

4.16.2019 2nd Reading

# ROSLYN UNION FREE SCHOOL DISTRICT

## BOARD MEMBER COMPENSATION AND EXPENSE

## POLICY 2550

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Members of the Board of Education shall be reimbursed for any authorized expense actually and necessarily incurred in the performance of their duties.

The Board President or his/her designee shall be reimbursed for costs related to school-related functions specified by the Board.

:FPB

Adopted: 12/1989

Ref: Education Law §2118  
General Municipal Law §77b

# ROSLYN UNION FREE SCHOOL DISTRICT

## IMPARTIAL HEARINGS/SELECTION OF IMPARTIAL HEARING OFFICERS

## POLICY 4319

The School District is committed to making every effort to amicably resolve differences involving the educational programs for students with disabilities. When outside assistance is needed to aid in resolving a disagreement about the identification, evaluation, educational placement or provision of a free appropriate education for a student with a disability, mediation is encouraged. For those exceptional circumstances where a more formal method is required, the impartial hearing process will be utilized. The impartial hearing officer (IHO) renders a written decision after the parties present and refute evidence before him/her. The decision of the IHO is final and binding on both parties unless appealed to the State Review Officer (SRO).

### Impartial Hearing Process

The following is an overview of the Impartial Hearing process:

- a) Either the parent or the School District may request an impartial hearing. If a parent makes the request it must be in writing to the Board of Education describing the nature of the dispute and a proposed resolution of the problem. The District will provide a form for this purpose. However, the District may not deny or delay a parent's right to an impartial hearing if the written request is not complete.

If the District is the party initiating an impartial hearing, the District will provide prior written notice to the parent including a statement of the action proposed and any explanation of why the District proposes to take such action.

- b) Upon receipt of or initiation of a request for an impartial hearing, the District will inform the parent of the availability of mediation, of any free or low-cost legal and other relevant services available in the area, and provide them with a copy of the District's Procedural Safeguards Notice.
- c) The District must immediately [but not later than two (2) business days after receipt of the written request] initiate the process to select an IHO. The District selects the IHO through a rotational selection process in accordance with regulatory timelines. The Superintendent's Secretary/District Clerk will be responsible for contacting IHOs and maintaining appropriate records.
- d) The IHO must be certified by the Commissioner of Education, be independent and have access to the support and equipment necessary to perform the duties of an IHO. When the selected IHO indicates availability, the Board of Education must immediately appoint him/her. To expedite this process the Board may designate one (1) or more of its members to appoint the IHO on behalf of the Board.
- e) The impartial hearing will be conducted at a location that is reasonable and convenient to the parent and the student involved. The hearing shall be closed to the public unless the parent requests an open hearing.

- f) The IHO presides over the hearing at which the parties have an opportunity to present evidence and testimony.
- g) The student remains in his/her current placement during the pendency of the impartial hearing unless both parties agree and except as otherwise provided for expedited impartial hearings for certain disciplinary suspensions or removals of a student.
- h) The IHO renders and forwards the finding of fact and decision to the parties and to the State Education Department in accordance with regulatory timelines.
- i) The decision of the IHO is final and binding on both parties unless appealed to the State Review Officer (SRO).

### **Recordkeeping And Reporting**

The District will maintain an alphabetical list of the names of each IHO who is certified in New York State and available to serve in the District. The District will record and report to the State Education Department required information relating to the selection of IHOs and the conduct of impartial hearings according to the manner and schedule specified by the department. The Superintendent shall designate a staff member(s) who will be responsible for reporting such information as required relating to the impartial hearing process into the State Education Department's web-based reporting system.

### **Compensation Of Impartial Hearing Officers**

The District will be responsible for compensating the IHO for pre-hearing, hearing and post-hearing activities at the rate agreed upon at the time of the IHO's appointment. The rate of compensation may not exceed the maximum rate approved by the Director of the Division of the Budget. The District will also reimburse hearing-related expenses (e.g., duplication and telephone costs pursuant to an annually determined schedule.

The District will not be responsible for compensating the IHO for any day of hearing that is cancelled at least five business days prior to the scheduled hearing date. The District will forward a copy of its compensation rates and cancellation policy to each IHO on the District's rotational list, who is contacted for appointment.

### **Mediation**

Mediation is voluntary and does not deny or delay a parent's right to an impartial hearing. If mediation is initiated after a request for an impartial hearing has been received, the impartial hearing must continue unless the request for the impartial hearing is withdrawn. However, a party may request an extension to an impartial hearing in order to pursue mediation.

### **Guardians ad Litem at Impartial Hearings**

Unless a surrogate parent has been previously appointed, the IHO must appoint a guardian ad litem when he/she determines that the interests of the parent(s) are opposed to or inconsistent with those of the student or whenever the interests of the student would be best protected by such appointment.

# ROSLYN UNION FREE SCHOOL DISTRICT

## IMPARTIAL HEARINGS/SELECTION OF IMPARTIAL HEARING OFFICERS

## POLICY 4319

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### Confidentiality

All issues relating to a request for and conduct of an Impartial Hearing must be kept confidential by all District staff.

FPZ:S

Adopted: 8/2003

Ref.: Education Law Sections 4404(1) and 4410 (7)  
8 New York Code of Rules and Regulations  
(NYCRR) Sections 200.1, 200.2, 200.5, 200.16,  
200.21 and 201.11



**ROSLYN UNION FREE SCHOOL DISTRICT****PRE-SPECIAL EDUCATION REFERRAL INTERVENTIONS****POLICY 4320**

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The Board of Education of the Roslyn Union Free School District, in its commitment to providing an educational program which meets individual student needs, recognizes the importance of pre-referral strategies. To ensure the appropriate delivery of services to students with disabilities in the District, the Superintendent of Schools shall ensure that where appropriate, school-wide approaches and pre-referral interventions are implemented to remediate a student's performance prior to referral for special education. Such approaches and pre-referral strategies may include, but shall not be limited to academic intervention services, such as:

- Remedial reading
- Remedial mathematics
- Remedial writing
- Early morning English Language Arts (ELA) and mathematics instruction
- English Language Learners (ELL) instruction
- Speech and language improvement services
- Intensive Individualized Instruction (III)

and social/emotional/physical services, such as:

- Education Related Support Services:
  - Short-term counseling
  - Psychological services

:FPB

Adopted: 9/2000

**ROSLYN UNION FREE SCHOOL DISTRICT****EDUCATIONAL PROGRAMS FOR  
SECTION 504 STUDENTS****BOARD OF EDUCATION POLICY 4322.1**

*(Students with Disabilities -Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act)*

The Roslyn Union Free School District has developed procedures to insure that students who are eligible under Section 504 of the Rehabilitation Act of 1973/ADA (the Act) are provided free and appropriate educational programs in the least restrictive environment, in addition to non-discriminatory assessments and due process procedures. Assessments are based upon information required on a case by case basis. Tests, observations, interviews, medical history, etc., are available sources of information.

The Board of Education will locate and identify all students with a disability residing in the district that are eligible under Section 504. An appropriate education may include modifications, accommodations, specialized instruction, or related aids as deemed necessary to meet an individual's educational needs as adequately as the needs of non-disabled students. The Act covers any "person who has or had a record of having, or is regarded as having physical or mental impairments which substantially limit one or more life activities."

Physical or mental impairment means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin and endocrine; or any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities (as defined in the IDEA).

Major Life Activities include: caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, working.

A student is eligible under Section 504 when the Section 504 Committee decides that the student does not have one of the thirteen IDEA disabilities, but meets the definition of an individual with a disability under Section 504, and needs regular or special education, or related services.

The documentation of Section 504 eligibility and services to be provided shall be recorded on Roslyn Public School Section 504 Accommodation form (504-08). Each school will administer the Section 504 policies and procedures; and facilitate accommodation services and those supports to assist the student access to general education.

Parents/guardians, who believe their child may have a disability that requires modifications or accommodations to the student's educational program, should contact the child's school and/or the Special Education Department.

:FPB

Adopted: 7/2002

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #4328**

**STUDENTS WITH DISABILITIES - Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act**

The Roslyn Union Free School District has developed procedures to ensure that students who are eligible under Section 504 of the Rehabilitation Act of 1973/ADA (the Act) are provided free and appropriate educational programs in the least restrictive environment, in addition to non-discriminatory assessments and due process procedures. Assessments are based upon information required on a case by case basis. Tests, observations, interviews, medical history, etc., are available sources of information.

The Board of Education will make every effort to locate and identify all students with a disability residing in the district who are eligible under Section 504. An appropriate education may include modifications, accommodations, specialized instruction, or related aids as deemed necessary to meet an individual's educational needs as adequately as the needs of non-disabled students. The Act covers any "person who has or had a record of having, or is regarded as having physical or mental impairments which substantially limit one or more life activities."

Physical or mental impairment means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin and endocrine; or any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities (as defined in the IDEA).

Major Life Activities include: caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, working.

A student is eligible under Section 504 when the Section 504 Committee decides that the student meets the definition of an individual with a disability under Section 504, and requires modifications and/or accommodations to meet the youngster's educational needs.

The documentation of Section 504 eligibility and services to be provided shall be recorded on Roslyn Public School Section 504 Accommodation form (504-08). Each school will administer the 504 policies and procedures; and facilitate accommodation services and those supports to assist the student access general education.

Parents/guardians, who believe their child may have a disability that requires modifications or accommodations to the student's educational program, should contact the child's school and/or the Special Education Department.

PLEASE NOTE that information regarding due process rights under Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act, please consult Policy #5311.3, Student Complaints and Grievances, and corresponding Regulation #5311.3-R.

FPZ:S

Adopted: 9/2003

**ROSLYN PUBLIC SCHOOLS**  
**Roslyn, New York**

**POLICY #4330****INDEPENDENT EDUCATIONAL EVALUATIONS**

The Roslyn School District has established the following procedures for obtaining independent educational evaluations(s) (IEE(s)) for children who are classified by the Committee on Special Education (CSE) or Committee on Preschool Education (CPSE) as having a disability or who are suspected of having a disability.

Parents with children who have been classified with a disability or children who are suspected of having an educationally related disability have the right under Federal and State regulations to obtain an IEE at public expense under certain conditions. Regulatory standards are outlined in New York State Regulations of the Commissioner of Education § 200.5(g) and Federal Regulations 34 CFR § 300.502. Additionally, A Parent's Guide to Special Education: Your Child's Right to an Education in New York State and the Procedural Safeguards Notice, published by the New York State Education Department, detail IEE requirements. These documents are available from the Roslyn School District Special Education Office for parents who desire to review them.

**Definition**

An independent educational evaluation (IEE) means an evaluation conducted by qualified examiners as defined in § 300.502(a)(3)(i) who are not employed by the District. If a parent or guardian disagrees with the evaluation conducted by the District, the parent or guardian may have the right to obtain one IEE at public expense for each District evaluation. If a parent requests an IEE at public expense, the District must, without unnecessary delay, either: (a) file a due process complaint to request an impartial hearing before an impartial hearing officer to contest, the IEE for failure to comply with the District's criteria and/or to defend the appropriateness of the evaluation conducted by the District, or (b) provide the IEE at public expense. If the impartial hearing officer determines that the District's evaluation is appropriate, the parents/guardian would not have the right to publicly funded IEE or the right to reimbursement for the IEE.

**Timeline**

A parent may request an IEE at public expense from the District at any time. However, a parent is entitled to only one IEE at public expense each time the District conducts an evaluation of his/her child with which he/she disagrees. If a parent unilaterally obtains an evaluation at private expense and wishes to submit the private evaluation to the District for reimbursement as an IEE at public expense, the parent will have up to ninety (90) days from the date of the private evaluation to request IEE reimbursement from the District. A copy of the private evaluation report and an itemized invoice must be attached by the parent to the request for IEE reimbursement.

Requests should be in writing to: Dr. Stuart Grossman  
 Director of Pupil Personnel Services  
 Roslyn Public Schools  
 Annex  
 440 Round Hill Road  
 Roslyn Heights, New York 11577

If the parent requests an IEE, the District may ask why the parent objects to the evaluation of the child done by the District. The District may not require an explanation and may not unreasonably delay either providing the IEE at public expense or filing a due process complaint to request an impartial hearing to contest the IEE and/or defend the evaluations conducted by the District.

*Public Expense*

Public Expense means that the District either pays for the full cost of the IEE or ensures that the evaluation is otherwise provided at no cost to the parent/guardian. The District has set the following rates as the maximum allowable fees per evaluation:

Psychological Evaluation – Cognitive Evaluation	\$600
Projective Evaluation	\$500
Neurological Evaluation	\$800
Educational Evaluation	\$300
Speech/Language Evaluation	\$400
OT Evaluation	\$350
PT Evaluation	\$300
Psychiatric Evaluation	\$800
Neuropsychological	\$2400
Audiological Evaluation	\$300
Central Auditory Processing Evaluation	\$500
Assistive Technology	\$75/hour

The District may pay for an IEE only if conducted by an individual who possesses current license or certification from the New York State Education Department in the area of the evaluation. The maximum allowable fees set by the District will be high enough to permit parents to choose among qualified professionals within a 50-mile radius of the District. Requests for exception to the maximum allowable fees may be allowed by the District if justified by the student's unique circumstances. Any request for such an exception should be forwarded in writing to the Director of Pupil Personnel Services.

Responsibilities

Parents may select any professional who meets the criteria stated previously. The District has established a list of qualified professionals who are in private practice or employees of other public agencies to whom parents may go to secure an IEE. It is the responsibility of the independent evaluator to contact the District to arrange for payment, dates of classroom visitations and discussions with school staff. The independent evaluator is also responsible for sending a copy of his/her current NYS certification/license to the Director of Pupil Personnel Services.

The District has the responsibility to designate the geographic area in which the parents would be limited in their search for an independent evaluator. The District will consider for public funding evaluations conducted within a 50-mile radius of the district. The District is not responsible for travel expenses and/or mileage to and from the evaluation site. Requests for exception to this geographic area limitation may be allowed by the District if justified by the student's unique circumstances. Any request for such an exception should be forwarded in writing to the Director of Pupil Personnel Services.

:CLB

Adopted: 01/2011

# ROSLYN PUBLIC SCHOOLS BOARD OF EDUCATION MEETING

## AGENDA ADDENDUM Tuesday, April 16, 2019

### **PERSONNEL**

#### **P.1 Professional**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
53	Jacquelyn Cona	Resignation	Special Education	HS		6/30/19 (last day of employment)		
54	Jana Ross	Probationary Appointment	Elementary (retiree)		8/29/19	Prob. Ends 8/28/23*,**	Elementary	Childhood Ed Gr 1-6, Students w/Disabilities Gr 1-6 & Gifted Ed, BA/Step 1***, Per RTA Contract
55	Kristyn Barnett	Probationary Appointment	Elementary (retiree)		8/29/19	Prob. Ends 8/28/23*	Elementary	Childhood Ed Gr 1-6, BA/Step 1***, Per RTA Contract

\* *This individual must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years.*

\*\* *Probation will be reduced upon verification of prior Tenure.*

\*\*\* *Placement may change subject to verification of education and employment.*

### **CURRICULUM AND INSTRUCTION**

**C&I.6** Recommendation to approve Maryam Tazari and 1 student from the Roslyn High School Forensics Club to attend the 2019 National Speech and Debate Tournament in Dallas, TX from June 16, 2019 through June 20, 2019 at an estimated cost to the district of \$4,338.30. [Total cost of the trip is \$5,163.00; student contribution \$824.70; district contribution \$4,338.30.]



**BUSINESS/FINANCE:**

**BOE.11 WHEREAS**, Section 6-r of the New York State General Municipal Law was amended to allow school districts that participate in the New York State Teachers' Retirement System to establish a sub-fund within its retirement contribution reserve fund to finance retirement contributions to the New York State Teachers' Retirement System and/or to offset all or a portion of the amount deducted from the moneys apportioned to the school district from the State for the support of common schools pursuant to Education Law §521; and

**WHEREAS**, the Roslyn School District participates in the New York State Teachers' Retirement System; and

**WHEREAS**, the Roslyn School District established a retirement contribution reserve fund, entitled Roslyn School District Retirement Reserve.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education of the Roslyn School District hereby establishes a sub-fund, entitled Roslyn School District Retirement Contribution Reserve Sub-Fund, within its retirement contribution reserve fund, subject to the requirements of New York State General Municipal Law §6-r, effective immediately.

**BOE.12 WHEREAS**, the Board of Education of the Roslyn Union Free School District desires to embark upon the following capital improvement projects: site work at the Harbor Hill and Heights Elementary Schools fields, including drainage, irrigation and associated remediation work (hereinafter referred to as the "Projects"); and

**WHEREAS**, said capital improvement Projects are subject to classification under the State Environmental Quality Review Act (SEQRA); and

**WHEREAS**, maintenance or repair involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(1); and

**WHEREAS**, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4, are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(2); and

**WHEREAS**, routine activities such as renovations to, or expansions of existing public school facilities by less than 10,000 square feet are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5(c)(8)); and

**WHEREAS**, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under the SEQRA; and

**WHEREAS**, the Board of Education, as the only involved agency, has examined all information related to the above-referenced capital improvement Projects, and has determined that the above-referenced capital improvement Projects are classified as Type II Actions pursuant to Section 617.5 (c)(1), (2) and (8) of the SEQR Regulations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education hereby declares itself lead agency in connection with the requirements of the SEQRA; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby declares that the above-referenced capital improvement Projects are Type II actions which require no further review under the State Environmental Quality Review Act; and

**BE IT FURTHER RESOLVED**, that the Board of Education shall hereby forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed Projects from the New York State Education Department.

**BOE.13 WHEREAS**, the Board of Education of the Roslyn Union Free School District authorized Proposition No. 4, (Expenditure from the 2015 Construction Capital Reserve Fund established in May 2015) to be placed on the ballot of the May 21, 2019 annual vote by Resolution BOE 12 at its public Board of Education meeting held on March 25, 2019;

**WHEREAS**, the Board of Education desires to modify the Proposition No. 4 to include additional projects and to further increase the expenditure authorization from the 2015 Construction Capital Reserve Fund.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education of the Roslyn Union Free School District hereby

authorizes the following proposition to be placed on the ballot of the May 21, 2019 annual vote:

Proposition No. 4

SHALL the Board of Education be authorized to expend a sum not to exceed \$7,400,000 from the 2015 Construction Capital Reserve Fund established in May 2015 for the purpose of performing the following projects: Renovations to playgrounds and surfaces at Harbor Hill and Heights Elementary Schools, High School Science Rooms Renovations, High School Girls Locker Room Renovation, Middle School Interior Doors, Building Exterior Doors, Heights Elementary School Gymnasium Renovation, Gymnasium Ceilings and Lighting at High School Main Gymnasium, Upgrades to the HVAC system at Harbor Hill School, Site work at the Harbor Hill and Heights Elementary Schools fields, including drainage, irrigation and associated remediation work, and all labor, materials, equipment, apparatus, and incidental costs associated therewith.

**BE IT FURTHER RESOLVED** that the District Clerk is directed to include in the legal notice of the annual meeting the text of the afore-described propositions, and to take all necessary steps to include this propositions on the ballot for said election.