

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

**Thursday, July 19, 2018**

**7:00 A.M.**

**Administration Building**

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

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

**Board President's Comments**

**Superintendent's Comments**

**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)**

**BUSINESS/FINANCE:**

**ALL ITEMS ON THE BUSINESS/FINANCE PORTION OF THE AGENDA ARE WITHIN THE BUDGET UNLESS OTHERWISE SPECIFIED**

**B.1.** Recommendation to approve the following contracts and to authorize the Board of Education President to execute (those contracts marked with an asterisk have been prepared pursuant to a previous award of an RFP or bid).

- (i) Contractee: Port Washington Union Free School District  
 Services: One (1) Port Washington resident to attend Special Program 2018-19 school year.  
 Fees: 1 Students 10 Month Tuition: \$104,043.00 - Elementary Rate (September 5, 2018 through June 26, 2019)  
 Total estimated to be \$104,043.00 (Roslyn to receive)

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

**B.3.** Recommendation to approve **2017-18** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9010-800-03-9000-303	EMPL RET SYSTEM	\$154,000.00
2250-472-03-9000-307	PRIVATE SCH TUITION	\$50,000.00
2810-160-09-9000-303	GUID NON-INST MS	\$60,000.00
9050-800-03-9000-303	UNEMPLOY ADM	\$33,000.00
9040-800-03-9000-303	WORKERS COMPENSATION	\$42,000.00
	<b>Subtotal</b>	<b>\$339,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
9901-930-03-9000-303	TRNSFR TO SCHOOL LUNCH	\$135,000.00
9901-950-03-9000-303	TRNSFR TO SPEC AID FUND	\$204,000.00
	<b>Subtotal</b>	<b>\$339,000.00</b>

REASON FOR TRANSFER REQUEST: To cover additional unanticipated losses in the School Lunch Fund and expenditures in the Special Aid Fund for children with disabilities.

**B.4.** Recommendation to approve the following payments to KG&D Architects for professional services rendered to the district and reimbursable expenses

pertaining to capital improvements at the locations indicated in the table below. [Funds will be deducted from the Capital Budget Codes indicated in the table below.

Payment	Location/ Project	Budget	PO #S	Inv #
\$16,208.28	Hts Prof. Svcs & Reimbs.	2110-245-06-1506	H15-00014	28
\$16.28	HH Reimbs.	2110-245-07-1507	H15-00014	40
\$40.70	HS Reimbs.	2110-245-08-1508	H15-00014	41

- B.5.** Recommendation to approve a proposed change order as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect and the construction manager and the contractor will be subsequently presented for formal approval by the board of education and executed by the board president at a future meeting; and 3) the amount estimated for these change orders will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

HTS Electrical Contract PCO #6R: Palace Electric Proposed Change Order PCO# 6R for additional work at an estimated cost of \$1,300. This change order represents the cost to provide labor and materials to provide power to the new ejector pump, already approved as item B.19. Maccarone Plumbing PCO #3 on 6/14/18, to be installed in the Boiler Room at Heights School as requested. Park East Construction Corp. and KG&D Architects have reviewed the proposal and find it to be fair based on the scope of work. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signatures.

- B.6.** Recommendation to approve a proposed change order as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect and the construction manager and the contractor will be subsequently presented for formal approval by the board of education and executed by the board president at a future meeting; and 3) the amount estimated for these change orders will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

**We are recommending the Board of Education approve either resolution B.6a or B.6b with the understanding that the resolution approved will be executed and result in a formal change order.**

**B.6a** HTS General Construction PCO #19: Baruti Proposed Change Order PCO #19 at an estimated cost of \$80,000. This change order represents the cost to provide labor and materials to replace all classroom ceilings on the second floor and one ceiling each on the first floor and in the basement for a total of 8 classrooms

at Heights School. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signature.

**B.6b** HTS General Construction PCO #19: Baruti Proposed Change Order PCO #19 at an estimated cost of \$160,000. This change order represents the cost to provide labor and materials to replace all the classroom ceilings on the second floor and 5 ceilings each on the first floor and in the basement for a total of 16 classrooms at Heights School. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signature.

- B.7.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$7,449.47 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-007) represents the cost to remove and re-install the roof structure above the new Security Room 102 A as per KG&D Bulletin 6. This was first presented to the Board of Education as a pending change order (PCO12) in the estimated amount of \$7,500 as item B3 on the agenda of 7/2/18.

- B.8.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$17,332.73 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-008) represents the cost to reinstall the removed face brick and back up concrete block masonry at the elevator lobby as a result of the work performed in PCO No.10 R. This was first presented to the Board of Education as a pending change order (PCO11) in the estimated amount of \$17,500 as item B2 on the agenda of 7/2/18.

- B.9.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$13,494.60 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-009) represents the cost to provide labor and materials to remove discovered asbestos containing pipe insulation concealed behind walls, soffits and ceilings in the basement. Abatement is required in order to remove the existing steam piping as required in the original project scope. This was first presented to the Board of Education as a pending change order (PCO17) in the estimated amount of \$13,500 as item B5 on the agenda of 7/2/18.

- B.10.** Recommendation to approve a proposed change order as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects and meet the projected completion date; 2) a formal change order

prepared by the architect and executed by the architect and the construction manager and the contractor will be subsequently presented for formal approval by the board of education and executed by the board president at a future meeting; and 3) the amount estimated for these change orders will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

HTS General Construction PCO #21: Baruti Proposed Change Order PCO #21 at an estimated cost of \$45,500. This change order represents the cost of lead paint remediation as per JC Broderick and Associates, the environmental and construction consulting and testing firm's recommendation. Upon BOE review and approval the office of KG&D Architects will create a formal change order and forward for signatures. [This cost is in addition to the \$260,000 estimated cost under PCO 20]

- B.11.** Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect and the construction manager and the contractor will be subsequently presented for formal approval by the board of education and executed by the board president at a future meeting; and 3) the amount estimated for these change orders will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

HTS Electrical Contract PCO #13: Palace Electric Proposed Change Order PCO# 13 for additional work at an estimated cost of \$1,250. This change order represents the cost to provide labor and materials to provide power to the new grease trap (as per previous Maccarone approved proposal) as required by the Nassau County Department of Health as part of the new approved sanitary system. Park East Construction Corp. along with KG&D Architects and engineers have reviewed the proposal and finds it to be fair based on the scope of work. Upon BOE review and approval the office of KG&D Architects will create a formal change order and forward for signatures.

- B.12.** Recommendation to adopt the following resolution with respect to the setting of the School District Tax Levy for the 2018-2019 school year:

**WHEREAS**, the budget of the necessary claims and expenditures in the Roslyn Union Free School District in the Towns of North Hempstead and Oyster Bay for the school year 2018-19 amounting to **\$109,959,967** for "School Purposes" and **\$5,101,979** for "Library Purposes" totaling **\$115,061,946** is hereby accepted, and

**WHEREAS**, the Board of Education has estimated the revenue from all other sources including State Aid to be **\$16,760,341**; and

**WHEREAS**, the Library Board of Trustees has estimated the revenue from all other sources for 2018-19 to be **\$37,610**;

**NOW, THEREFORE, BE IT RESOLVED** that the sums of **\$93,199,626** for “School Purposes” and **\$5,064,369** for “Library Purposes” totaling **\$98,263,995** being the remainder of the budget adopted as above and the net amount which must be raised by taxation for the Roslyn Union Free School District, be levied upon the taxable property of said school district as said property has been certified to the Nassau County Board of Assessors for the school year 2017-18.

**[Note: Based on tentative Class 1 assessed values as of April 17, 2018 of \$7,607,698 (which will be finalized by the Nassau County Assessor) and uncertified Class 1 base proportion of .8147370 (which will be calculated by the Nassau County Assessor and certified by the Nassau County Legislature) the estimated tax levy in Class 1 (residential) for school purposes will be \$75,933,184 (an increase of 1.72%) and for library purposes will be \$4,126,129 (an increase of 1.80%) resulting in estimated tax rates of \$998.110 per \$100 of Assessed Value for school purposes and \$54.236 per \$100 of Assessed Value for Library Purposes.]**

**B.13. WHEREAS**, the District participates in the National School Lunch Program and currently charges \$1.50 for elementary and secondary paid breakfast; \$2.50 for elementary paid lunch; and \$2.75 for secondary paid lunch;

**WHEREAS**, the Federal regulations at 7 CFR 210.14(e) require school districts participating in the National School Lunch Program to ensure sufficient funds are provided to the nonprofit school food service account for meals served to students who are not eligible for free or reduced priced meals;

**WHEREAS**, the District completed the paid lunch price calculation using the Price Lunch Equity (PLE) tool for the 2018-2019 school year;

**WHEREAS**, the calculation revealed that the District’s school lunch prices do not meet the weighted average of paid school lunches; and

**WHEREAS**, an increase in the amount of \$0.25 is necessary in order to comply with the regulations.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education establishes the paid school lunch rates for the 2018-2019 school year as follows:

Elementary/Secondary Breakfast	\$1.75
Elementary Lunch	\$2.75
Secondary Lunch	\$3.00

- B.14.** Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect and the construction manager and the contractor will be subsequently presented for formal approval by the board of education and executed by the board president at a future meeting; and 3) the amount estimated for these change orders will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

HTS Electrical Contract PCO #12: Palace Electric Proposed Change Order PCO# 12 for additional work at an estimated cost of \$18,000. This change order represents the cost to provide labor and materials to provide additional power and data in the media center/computer area as per the attached KG&D sketch ESK 3 & 3A. As discussed today, KG&D Architects have reviewed the proposal, marked it up as they find it to be excessive and lacking credit for deleted items indicated in the issued sketch. As discussed, please present to the BOE as a not to exceed amount until negotiations can continue to reduce the cost down to an acceptable amount as we need to move forward with this work ASAP as it is critical path item.

- B.15.** Recommendation to approve a proposed change order as indicated below. It is understood that: 1) the work of the change orders is required in order to continue the projects and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect and the construction manager and the contractor will be subsequently presented for formal approval by the board of education and executed by the board president at a future meeting; and 3) the amount estimated for these change orders will be the maximum allowed unless specifically approved by the BOE when the formal change order is presented.

**B.15a** HTS Electrical Construction PCO #14: Palace Proposed Change Order PCO #14 at an estimated cost of \$80,000. This change order represents the cost to provide labor and materials to replace all classroom lighting fixtures on the second floor and one ceiling each on the first floor and in the basement for a total of 8 classrooms at Heights School. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signature.

**B.15b** HTS Electrical Construction PCO #14: Palace Proposed Change Order PCO #14 at an estimated cost of \$150,000. This change order represents the cost to provide labor and materials to replace all the classroom lighting fixtures on the second floor and 5 ceilings each on the first floor and in the basement for a total of 16 classrooms at Heights School. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signature.

## Public Comments #2

**EXECUTIVE SESSION (if needed)**

**Adjournment**



Personnel Action Report  
Professional

P.1  
July 19, 2018

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification Class / Step Salary
1	Jennifer Withers	Probationary Appointment	Elementary (M. Cross)	HH	9/1/18	Prob. Ends 8/31/22*, **	Elementary	Childhood Ed Gr. 1-6 & Literacy Birth-6, BA/Step 1***, Per RTA Contract
2	Christine Burns	Probationary Appointment	Teaching Assistant (J. Pilgrim)	HS	9/1/18	Prob. Ends 8/31/22	Teaching Assistant	Visual Arts, Grade 3/Step 2, Per RPA Contract
3	Jennifer Monforte	Resignation	.5 Special Education	MS		8/31/18 (last day of employment)		
4	Chelsea Emerman	Rescind Appointment	Leave Replacement Psychologist (L. Hershkowitz)	HH	7/20/18			
5	Wilfredo Abrahante	Coach Appointment	Boys Tennis	MS	4/1/19	6/7/19		Per RTA Contract
6	Jeanette O'Halloran	Coach Appointment	Girls Tennis	MS	9/5/18	11/3/18		Per RTA Contract
7	Sarah Resti	Coach Appointment	Girls Soccer	MS	9/5/18	11/3/18		Per RTA Contract
8	James Schmachtenberg	Appointment	Lunch Recreation Specialist	HH	9/1/18	6/30/19		Per RTA Contract
9	James Schmachtenberg	Substitute Appointment	Per Diem Substitute Teacher		9/1/18	6/30/19		\$130/day
10	Laura Sullivan	Substitute Appointment	Per Diem Substitute Teacher		9/1/18	6/30/19		\$130/day
11	Thomas Sweeny	Substitute Appointment	Per Diem Substitute Teacher		9/1/18	6/30/19		\$130/day
12	Sharon Goldstein	Substitute Appointment	Per Diem Substitute Teaching Assistant		9/1/18	6/30/19		\$100/day
13	Hilda Mahfar	Substitute Appointment	Per Diem Substitute Teaching Assistant		9/1/18	6/30/19		\$100/day

\* 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.

Personnel Action Report  
Classified

P.2  
July 19, 2018

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
1	Christine Burns	Resignation from Position	Teacher's Aide			HS		8/31/18 (last day in position)	

