

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

Thursday, October 17, 2019

8:00 P.M.

Roslyn High School – Board Room

7:00 p.m. - Executive Session

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the Claims Audit Report for September 2019

Recommendation to accept the minutes from the following meeting:
October 3, 2019

Board President's Comments

Superintendent's Comments

Student Delegate's Comments

Discussion Item(s):

1. Girls Locker Room
2. Science Labs

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 Capital Budget Appropriation Transfers as per attached. **(Attachment B.1.)**

- B.2.** District-Wide Signage Bid 18-329

Bid Advertised – September 13, 2019

Bid Mailed – September 13, 2019

Bid Opened – September 29, 2019

Number of invitations to bid mailed - 6

Number of bids received - 5

Recommendation: That award based on low cost satisfactorily meeting specifications is made to the following:

Great Neck Signs, Inc.

332 Sagamore Ave.

Mineola, NY 11501

Base bid, including \$5,000.00 allowance

	<u>\$48,000.00</u>
Total	\$48,000.00

Total cost is within the capital budget. **(Attachment B.2.)**

- B.3.** Jessica Kemler, Harbor Hill Principal, recommends that, pursuant to receipt of a gift in the amount of \$100.00 from Wheatley Plaza Associates LP, to be used as we see fit, the Board of Education hereby accepts the gift, and increases the appropriation in *2110.450.07.9000.701 (TCHG SUPPLIES HH)* by \$100.00 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy. **(Attachment B.3.)**
- B.4.** Recommendation by Thomas Szajkowski, Assistant to the Superintendent for Administration and Special Projects, to declare as obsolete the attached items which are no longer of use in the district. They are either not functioning and cannot be repaired, or have become obsolete. These items may be sold as scrap, put up for auction, or discarded as is deemed appropriate. **(Attachment B.4.)**

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 September 25 and 26, 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 September 19, 23, 25, 26 and 27, 2019; October 3 and 4, 2019.
- C&I.3** Recommendation to approve Josh Cabat to attend the 2019 National Council of Teachers of English (NCTE) Annual Convention in Baltimore, MD from November 21 through November 24, 2019 at an estimated cost to the district of \$2,037.80.
- C&I.4** Recommendation to approve Larry Reiff to attend the 2019 National Council of Teachers of English (NCTE) Annual Convention in Baltimore, MD from November 21 through November 24, 2019 at an estimated cost to the district of \$2,355.56.
- C&I.5** Recommendation to approve Cynthia Feinman and 4 students from Roslyn High School to attend the 2019 New York State School Music Association (NYSSMA) Conference in Rochester, NY from December 5 through December 8, 2019 at an estimated cost to the district of \$5,187.75.
- C&I.6** Recommendation to approve Elizabeth Brown to attend the New York State School Counselor Association Conference (NYSSCA) in Ellenville, NY from November 21 through 23, 2019 at an estimated cost to the district of \$1,072.05.

BOARD OF EDUCATION:

BOE.1 Recommendation to approve Nancy Carney Jones to attend the NYSASBO School Business Management Workshop in Saratoga Springs, New York from November 5 through 8, 2019 at an estimated cost to the district of \$1,111.00.

Public Comments #2

EXECUTIVE SESSION (if needed)

Adjournment

Personnel Action Report
Professional

P.1
October 17, 2019

Item	Name	Action	Position/Replacing	Location	From	To	Tenure Area	Certification/Class/Step/Salary
1	Pamela Magnuson	Appointment	IPG Teacher (not to exceed 1 hour/week)	HS	10/21/19	6/30/20		Per RTA Contract
2	Christine Burns	Revise Appointment	IPG Teacher (not to exceed 2 hours/week)	HS	10/21/19	6/30/20		Per RTA Contract
3	Michelle Passi	Appointment	In-Service Instructor (not to exceed 10 hours)		10/21/19	6/30/20		\$80/hour (paid by Teacher Center Grant)
4	Susan Kenny	Appointment	In-Service Instructor (not to exceed 2 hours)		10/21/19	6/30/20		\$80/hour (paid by Teacher Center Grant)
5	Heather Wick	Appointment	In-Service Instructor (not to exceed 4 hours)		10/21/19	6/30/20		\$80/hour (paid by Teacher Center Grant)
6	Philip Liebovitz	Substitute Appointment	Per Diem Substitute Teacher		10/21/19	6/30/20		\$130/day
7	Patrick Polit	Appointment	Spotlight Choreography	MS	10/4/19	6/30/20		Per RTA Contract
8	Ann Jacobs	Rescind Appointment	Intramural Activity Substitute	MS	10/4/19			
9	Ann Jacobs	Appointment	Intramural Activity - Athletics	MS	10/4/19	6/30/20		Per RTA Contract
10	Diana Zabaleta Grasso	Resignation	Special Education Testing Coordinator	HS		9/1/19		Per RTA Contract
11	Mary Debiccari	Appointment	After School Instructional Teaching - PACT	EH	10/21/19	6/30/20		Per RTA Contract

Personnel Action Report
Classified

P.2
October 17, 2019

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
1	Bernard Shepherd	Resignation from Position	Monitor			MS		On or about 10/27/19	
2	Bernard Shepherd	Appointment	Teacher Aide (B. McKeown)	Non-comp	Prob	MS	On or about 10/28/19*		Grade 2/Step 1, Per RPA Contract
3	Douglas Rajczewski	Appointment	Maintainer (D. Sherrard)	Labor	Prob	Maint	On or about 11/12/19*		Grade 5/Step ENT, Per RCBDMA Contract

**Pending Civil Service Approval*

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

Attachment B.1.

Item	Transfer Dollar Amount	From Code	Previous Appropriation	Revised Appropriation	To Code	Previous Appropriation	Revised Appropriation
1	\$ 3,000.00	H1620 000 03 1898 Unallocated Budget 2017/18	\$ 360,654.86	\$ 357,654.86	H2110 246 07 1507 Engineering & Testing 009-025	\$ 58,970.33	\$ 61,970.33
For: HH ATHLETIC FIELDS							
2	1517.20	H1620 000 03 1898 Unallocated Budget 2017/18	\$ 357,654.86	\$ 356,137.66	H2110 246 08 1908 Engineering & Testing 002-043	\$ 16,223.71	\$ 17,740.91
For: additional work boys locker room							

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

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

APPROVED: _____ **Item #:** _____

BBS ARCHITECTS
LANDSCAPE ARCHITECTS
ENGINEERS

FREDERICK W. SEEBA, PE, MANAGING PARTNER
LAWRENCE SALVESEN, AIA, PARTNER
KEVIN J. WALSH, AIA, PARTNER
KENNETH G. SCHUPNER, AIA, PARTNER
JOSEPH B. RETTIG, AIA, PARTNER
GARY W. SCHIEDE, AIA, PARTNER
ROGER P. SMITH, AIA, FOUNDING PRINCIPAL

October 8, 2019

Roslyn Public Schools
300 Harbor Hill Road
Roslyn, NY 11576

Attention: Mr. Joseph C. Dragone
Asst. Supt. for Business and Administration

Re: District-Wide Exterior Signage
BBS File No.: 18-329

Dear Mr. Dragone,

We have reviewed the bids received on September 27, 2019 for the above referenced project and after having met with the low bid contractors we find as follows:

GENERAL CONSTRUCTION CONTRACT

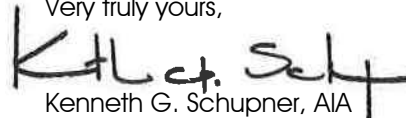
The apparent low bidder for the General Construction portion of the above referenced projects is Great Neck Signs Inc, 332 Sagamore Ave. Mineola, NY 11501. Their bid appears to be in conformance with all plans and specifications. This contractor has performed work with the District in the past with satisfactory results. Their low bid amount is as follows:

Base Bid GC-1 – General Construction	\$ 48,000
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Please copy this office on your letter of intent / notice to proceed to this Contractor. This document should reflect the Base Bid and Alternates, if any, for this contract as selected by this District.

If you should have any questions or comments, please do not hesitate to contact us.

Very truly yours,


Kenneth G. Schupner, AIA
Partner

Cc: T. Szajkowski, Roslyn Public Schools










BID TABULATION SHEET FOR: EXTERIOR BUILDING SIGNAGE AT AT SCHOOL BUILDINGS		LOCATION: ROSLYN PUBLIC SCHOOLS ADMINISTRATION BUILDING 300 HARBOR HILL ROAD ROSLYN, NY 11576				BID OPENING DATE		SEPT 27, 2019	BBS ARCHITECTS AND ENGINEERS
						BID OPENING TIME		11:00	
						BBS PROJECT NO.		18-329	
						PAGE 1 OF 1			
GENERAL CONSTRUCTION		CONTRACTOR:							
		GREAT NECK SIGNS	LASER INDUSTRIES	A1 CONSTRUCTION SERVICES	ISLAND FENCE	RENU CONTRACTING			
BID BOND		X	X	X	X	X			
NON COLLUSIVE		X	X	X	X	X			
IRAN DIVESTMENT ACT		X	X	X	X	X			
ADDENDUM #1 REC'D		X	X	X	X	X			
BASE BID GC-1 GENERAL CONSTRUCTION		\$48,000	\$93,700	\$195,000	\$64,725	\$167,300			
- END-									

Attachment B.2.

* Roslyn P.S. - District Wide Exterior Building Signage

BBS 18-329 RPS

Plan Holders

Date	Company	Contact	Contracts
9/13/19 9:14 am 	BBS Architects & Engineers, PC 244 East Main Street Patchogue, NY 11772	Kenneth G. Schupner, R.A. Tel: 631-475-0349 x138 Fax: 631-475-0361 schupner@bbsarch.com	
9/13/19 9:14 am 	BBS Architects & Engineers, PC 244 East Main Street Patchogue, NY 11772	Melissa Starks secretary Tel: 631-475-0349 Fax: 631-475-0361 starks@bbsarch.com	
9/13/19 9:14 am 	BBS Architects & Engineers, PC 244 East Main Street Patchogue, NY 11772	Gabe Divone Tel: (631)-475-0349 Fax: (631)-654-9398 divone@bbsarch.com	
9/19/19 1:38 pm 	Berkshire Sign Studio 528 Main Street Bennington, VT 05201	Ben Oyola President Tel: 802-753-7440 berkshiresignstudio@gmail.com	GC-1: Masonry Reconstruction
9/19/19 3:43 pm 	ConstructConnect 3825 Edwards Rd, Suite 100 Suite 100 Cincinnati, OH 45209	Ashley Welker Content Tel: 8003642059 Fax: 866-570-8187 content@constructconnect.com	GC-1: Masonry Reconstruction
9/17/19 4:32 am 	Dodge Data & Analytics 830 3rd Avenue, 6th floor New York, NY 10022	Jayalakshmi Loganathan Tel: 877-903-1909 jayalakshmil@construction.com	GC-1: Masonry Reconstruction
9/19/19 3:33 pm 	Island Fence Company 964 Front St Uniondale, NY 11553	Larry Gordon Tel: 516-481-2187 Fax: 516-481-0289 larry@islandfencecompany.com	GC-1: Masonry Reconstruction
9/19/19 2:47 pm 	Mineola Signs & Awnings 322 Sagamore Ave Mineola, NY 11507	Peter Lavery Project manager/ sales Tel: 516-742-8470 peter@mineolasigns.com	GC-1: Masonry Reconstruction
9/19/19 7:40 am 	Renu Contracting & Restoration, Inc. 1215 Sunrise Highway Copiague, NY 11726	Doug Dunham Estimating Coordinator Tel: 631-782-1020 Fax: 631-768-9056 ddunham@renunyny.com	GC-1: Masonry Reconstruction



PUBLIC SCHOOLS

BOX 367, ROSLYN, NEW YORK 11576-0367 (516) 801-5400 FAX (516) 801-5408 www.roslynschools.org

Allison Brown
Superintendent of Schools

HARBOR HILL SCHOOL

Jessica Kemler
Principal

Michelle Hazen
Assistant Principal

TO: Mr. Joseph Dragone
FROM: Ms. Jessica Kemler
DATE: October 10, 2019
RE: Donation from Wheatley Plaza Associates

*Approved
10/17/19 BOE
agenda*

For your consideration, please accept the \$100.00 donation from Wheatley Plaza Associates and deposit into budget code TCHG Supplies HH, 2110-450-07-9000-701.

Ent	Name	Acct No.	Invoice	Date	P.O. Num	Reference	Amount	Discount	Net
92	Wheatley Plaza Asso	5718-06	CKMAN8706	9/6/2019		Reimb Fifth GiftCard	100.00	0.00	100.00
Attachment B.3									
Payor: Wheatley Plaza Associates LP				Date	Check No.		Check Amount		
Payee: Harbor Hill Elementary School				9/9/2019	00019330		100.00		

Wheatley Plaza Associates LP
2110 Northern Boulevard
Manhasset, NY 11030

Atlantic Bank -NYCB -WP Operating
387 Park Avenue South
New York, NY 10016

Date
9/9/2019

Check No.
00019330

Check Amount
100.00

One Hundred AND 00/100 DOLLARS

Pay to the order of:

VOID IF NOT CASHED WITHIN 120 DAYS WITHIN DATE OF ISSUE

Harbor Hill Elementary School
3 Glen Cove Rd
Greenvale, NY 11548



⑈00019330⑈ ⑆021412114⑆ 53680000022⑈



Roslyn Public Schools

Office of the Assistant to the Superintendent for Administration & Special Projects
Box 367, Roslyn New York 11576-0367 Phone: (516) 801-5450 Fax: (516) 801-5458

Allison Brown
Superintendent of Schools

Thomas G Szajkowski
Assistant Superintendent for
Administration and Special Projects

Memorandum

Date: October 8, 2019
To: Joseph Dragone
From: Thomas Szajkowski
Re: Surplus Furniture

Please see below item for surplus and/or auction to be reviewed for the 10/17/19 Board of Education agenda. The desk is broken and beyond its useful life.

- 1 brown desk #20081239 (Maintenance Yard)

Thank you.

Thomas G. Szajkowski

Assistant Superintendent for
Administration and Special Projects

ROSLYN UFSD



302295

20081239

ROSLYN PUBLIC SCHOOLS



005011

**ROSLYN PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING**

**AGENDA ADDENDUM
Thursday, October 17, 2019**

**PERSONNEL:
P.1 Professional**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
12	Taylor D'Ambrosio	Substitute Appointment	Per Diem Substitute Teacher		10/21/19	6/30/20		\$130/day
13	Samantha Samowitz	Appointment	IPG Teaching Assistant (not to exceed 1.5 hours/week)	MS	10/21/19	6/30/20		Per RPA Contract
14	Samantha Samowitz	Substitute Appointment	IPG Teaching Assistant Substitute	MS	10/21/19	6/30/20		Per RPA Contract
15	Delfina Hennep	Substitute Appointment	After School Instructional Teaching Substitute	HH	10/21/19	6/30/20		Per RTA Contract