

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

Thursday, April 20, 2017

8:00 P.M.

Roslyn High School – Board Room

Minutes

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
David Dubner
Steven Litvack
David Seinfeld
Bruce G. Valauri

ALSO PRESENT

Allison Brown	Superintendent
Joseph C. Dragone	Assistant Superintendent for Business and Administration
Karina Báez	Assistant Superintendent for Elementary Education
Michael Goldspiel	Assistant Superintendent for Secondary Education
Nancy Carney Jones	District Clerk
Landon Allen	Student Delegate

ABSENT

Adam Haber

7:00 p.m. - Executive Session

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 6-0; (Mr. Haber absent) that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss a personnel matter.

The Executive Session adjourned at 8:05 p.m. The Board reconvened in Public Session in the Board Room at 8:14 p.m.

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recognition - Dylan Berger, Good Citizenship Award from the National Society Daughters of the American Revolution

Dr. Andrews, High School Principal, presented Mr. Dylan Berger to the Board of Education. Mr. Berger was awarded the Good Citizenship Award from the National Society Daughters of the American Revolution. The Board of Education presented Mr. Berger with a certificate of recognition for his outstanding achievement.

Introduction of Candidates Being Recommended for Tenure

Ms. Brown congratulated the individuals below for being recommended for tenure. She explained “tenure in this district is a very special recognition.” It implies that you have done an outstanding job in the years you have been here and it also conveys that the district believes you are going to continue to work to do an even better job. Ms. Brown went on to say “tenure is not about security to do less, tenure is the freedom to do more and we know that the people we have recommended to this Board, this is exactly what is going to happen.”

Ms. Brown congratulated everyone on this milestone with Roslyn. And stated that it takes a very special, motivated, committed, intellectual person to receive tenure in Roslyn.

Barbara Schwartz	Director of Pupil Personnel Services
Danielle Bailey	Teacher, East Hills
Heather Wick	Teacher, Heights
Pamela Magnuson	Teacher Assistant, High School
Jill Schechter	Teacher Assistant, East Hills

Ms. Brown thanked the Administrators for attending tonight’s meeting and supporting the staff.

The meeting adjourned for a brief celebration of this year’s tenure appointments and reconvened at 8:35p.m.

Board President’s Comments

Ms. Ben-Levy choose to forgo her comments this evening.

Superintendent’s Comments

Ms. Brown choose to forgo her comments this evening.

Student Delegate’s Comments

Mr. Allen, OCC President, spoke about sending out emails in regard to the community center and the upcoming OCC election.

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

No public comment.

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).**

Addendum

P.2

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To
1	Joseph Sousa	Resignation for the Purposes of Retirement	Bus Driver			Bus		7/28/14 7/27/17 (last day of employment)

Mr. Saffron moved, seconded by Mr. Litvack, and carried by a vote of 6-0, (Mr. Haber absent) to approve Agenda Items numbered P.1 – P.3, Addendum P.2

BUSINESS/FINANCE:

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

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

- (i) Contractor: South Huntington Union Free School District
 Services: Health Services for 3 students attending out of district schools for the 2016-2017 school year.
 Fees: \$808.84 per student
 Total estimated to be \$2,426.52
 (Agreement is subject to review and approval by district counsel)

- (ii) Contractor: Long Island Tutorial Services, Inc.
 Services: Tutoring services as necessary for the 2016-17 and 2017-18 school years
 Fees: Total estimated to be \$2,000 for 2016-17
 Total estimated to be \$4,000 for 2017-18
 (Agreement is subject to review and approval by district counsel)

- (iii) Contractor: Mineola School District
 Services: District of Location Special Education Services for IEP service requirements for two students residing in Roslyn attending private school in Mineola for 2013-2014
 Fees: Total estimated - \$26,081.50

- (iv) Contractor: Westbury Union Free School District
 Services: Health Services for 8 students attending out of district schools for the 2016-2017 school year.
 Cost- \$719.81 per student
 Total estimated to be \$5,758.48

B.2. Recommendation to approve Capital Fund Budget appropriation transfer requests as per **Attachment B.2.**

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

<u>FROM BUDGET CODE</u>	<u>TO BUDGET CODE</u>	<u>AMOUNT</u>
1620-411-03-9000-510	1620-425-03-9000-510	\$5,000.00
Rental of Property	Electricity-Trans	
	Subtotal	\$5,000.00

REASON FOR TRANSFER REQUEST: To cover the cost of electricity for the remaining months in 2016-17 for the new bus office and parking lot at 8 Harbor Park Drive.

B.4. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with STALCO Construction in the amount of \$21,000 which will increase purchase order H17-00015 in account code H1620.293.08.1608

[STALCO General Construction Change Order HS GC-004 for all General construction work necessary to renovate the entry lounge and staircase at the front entrance to the high school. (This was first presented to the Board of Education as a Pending Change Order on March 9, 2017 item B.8a at which time the estimated cost was \$21,000).]

- B.5.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with STALCO Construction in the amount of \$28,848.02 which will increase purchase order H17-00015 in account code H1620.293.08.1608

[STALCO General Construction Change Order HS GC-005 for all work necessary to provide and install combination locks in the first floor lockers, partially offset by a credit for the deletion of lockers on the second floor. (This was first presented to the Board of Education as a Pending Change Order on March 23, 2017 item B.4a at which time the estimated cost was \$28,000. That estimate had been understated by \$2,000 and corrected by KGD).]

- B.6.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Palace Electrical in the amount of \$7,000 which will increase purchase order H17-00017 in account code H1620.296.08.1608

[Palace Electrical Construction Change Order HS EC-003 for all Electrical construction work necessary to renovate the entry lounge and staircase at the front entrance to the high school. (This was first presented to the Board of Education as a Pending Change Order on March 9, 2017 item B.8b at which time the estimated cost was \$7,000).]

- B.7.** WHEREAS, It is the plan of the Boards of Education of Herricks Union Free School District, Jericho Union Free School District, Long Beach City School District and Roslyn Union Free School District County of Nassau, New York to bid jointly for Uniforms and

WHEREAS, The Roslyn Public Schools is desirous of participating with other school districts in Nassau County in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and

WHEREAS, The Roslyn Public Schools wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Boards of Education and making recommendations thereon, therefore

BE IT RESOLVED, That the Board of Education of the Herricks Union Free School District hereby appoints John Conklin, for the Herricks Union Free School

District to represent it in all matters related above, and
BE IT FURTHER RESOLVED, That the Roslyn Public Schools Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and

That the Roslyn Public Schools Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and

BE IT FURTHER RESOLVED, That the Roslyn Public Schools Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards: (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee: (3) that after award of contract(s) it will conduct all negotiations directly with the successful bidder(s).

B.8. Joint Transportation Bid with Carle Place UFSD, East Williston UFSD, Glen Cove Schools, Great Neck UFSD, Manhasset UFSD, North Shore Central SD, Port Washington UFSD, Roslyn UFSD and Westbury UFSD

WHEREAS, It is the plan of a number of public school districts in Nassau County, New York to bid jointly Transportation Services, and

WHEREAS, The Roslyn Union Free School District is desirous of participating with other school districts in Nassau County in the joint bidding of the services mentioned above as authorized by General Municipal Law, Section 119-0 and

WHEREAS, The Roslyn Union Free School District wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Boards of Education and making recommendations thereon, therefore

BE IT RESOLVED, That the Board of Education of the Roslyn Union Free School District hereby appoints David Shoob for the to represent it in all matters related above, and

BE IT FURTHER RESOLVED, That the Roslyn Union Free School District Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned services, and

BE IT FURTHER RESOLVED, That the Roslyn Union Free School District Board of Education agrees to assume its proportionate share of the costs of the cooperative bidding, and

BE IT FURTHER RESOLVED, That the Roslyn Union Free School District Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards: (2) that unless all bids are rejected, it will award

contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all business directly with the successful bidder(s).

Addendum

B.9. Bid for Capital Improvements (2014 Bond Projects)

SED# 28-04-03-03-0-007-024 – Heights Primary School (KG&D Project #2014-1039)

Bid advertised: 2/27/17
Bid Opened: 3/29/17
Number of invitations to bid distributed: 23
Number of bids received:
General Construction (GC) 5
Electrical Contract (EC) 2
Plumbing Contract (PC) 2
HVAC Contract (MC) 3

Recommendation that awards based on low cost satisfactorily meeting specifications be made to the following companies:

General Construction Contract (GC-1) – Baruti Construction, Inc. 46 Sunset Lane, Patchogue, NY 11772 for the base bid of \$3,255,000 along with the following Add Alternates:

Add Alternate 1 (East Sitework)	\$195,000	
Add Alternate 2 (Classrooms 28-31)	\$ 75,000	
Total Recommended Award:		\$3,495,000

Electrical Construction Contract (EC-1 Roslyn HS) – Palace Electrical Contractors, Inc., 3558 Park Avenue, Wantagh, NY 11793 for the base bid of \$879,000 along with the following Add Alternate:

Add Alternate 2 (Classrooms 28-31)	\$ 2,100	
Total Recommended Award:		\$ 881,100

Plumbing Contract (PC-1 Roslyn HS) – Macarone Plumbing, Inc, 10 Seacliff Avenue, Glen Cove, NY 11542 for the base bid of \$234,750.

Total Recommended Award:		\$ 234,750
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HVAC Contract (MC-1 Roslyn HS) – JNS Heating Service Inc. 100 Remington Blvd. Ronkonkoma, NY 11779 for the base bid of \$2,829,820 along with the following Add Alternate:

Add Alternate 2 (Classrooms 28-31)	\$133,540	
Total Recommended Award:		\$2,963,360

Total cost of these four contracts is within the 2014 Bond Capital Budget after adding the soft costs and fees estimated by our architect as well as the additional funds available through the annual Transfer To Capital Fund.

Base Contract	\$7,168,570
Add Alternate 1	195,000
Add Alternate 2	210,640
Base + Alternates 1 & 2	7,574,210

(Attachment B.9.)

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

Bus Garage General Construction PCO#26: W. J. Northridge Proposed Change Orders #26 for additional work at an estimated cost of **\$45,000**.

[General Construction PCO#26 (Bus Garage) represents the cost to provide labor and materials to excavate additional soil as required by the Nassau County Department of Health. The estimated cost is approximately 65% of the cost submitted by WJN. Upon your review and approval the office of KGD Architects will create a formal change order and forward for signatures.]

- 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, 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.

HS General Construction PCO#12R: Stalco Proposed Change Order #12R (High School) for additional work at an estimated cost of **\$21,500**. This change order represents the cost to provide an upgraded scoreboard and shot clocks to be consistent with the equipment previously installed at the High School. This is at the request of our Athletic Director. The additional cost reflects a credit for the system being replaced.]

Mr. Saffron moved, seconded by Mr. Dubner, and carried by a vote of 6-0, (Mr. Haber absent) to approve Agenda Items numbered B.1 – B.8 Addenda B.9 - B.11

CURRICULUM AND INSTRUCTION:

- C&I.1** 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 15, 2017, March 2, 2017, March 23, 2017, March 27, 2017 and March 28, 2017.

Addendum

C&I.2 Recommendation for the Board of Education to authorize the Board President to execute an Instructional Services Contract with Nassau BOCES for the Regional Summer School High School Program as outlined in the agreement from July 1 to August 31, 2017.

C&I.3 BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby approves the Agreement between the District and Double Tree by Hilton Syracuse in the form attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute the Agreements on behalf of the Board of Education

Dr. Valauri moved, seconded by Mr. Dubner, and carried by a vote of 6-0, (Mr. Haber absent) to approve Agenda Item numbered C&I.1, Addenda C&I.2 – C&I.3

Mr. Dragone requested from the floor to add agenda item BOE.5

BOARD OF EDUCATION:

BOE.1 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 16, 2017: Nominee(s): Meryl Waxman Ben-Levy, President and Clifford Saffron, Vice President.

BOE.2 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 2017-2018 school year in the amount of \$21,128,180.00.

Carried by a vote of 6-0, (Mr. Haber absent) to approve Agenda Item BOE.2 [A]

[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, 2017 from the candidates so nominated, Deborah Coates, Eric B. Schultz and Stephen B. Witt.

Carried by a vote of 6-0, (Mr. Haber absent) to casts votes for Deborah Coates, Eric B. Schultz and Stephen B. Witt, Agenda Item BOE.2 [B]

BOE.3 Recommendation that the Board of Education accepts the District Safety Plan.

Addendum

BOE.4 RESOLVED that the Board of Education hereby adopts the budget in the amount of \$107,181,298 to be presented to the qualified voters of the district at the Annual Meeting on May 16, 2017, and

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the submission to the State Education Department and publication of the **Revised** Property Tax Report Card based on receipt of further information from NYS on the state aid to be received by our district for 2017-18. (Originally approved as Addendum Item BOE.1 on the April 6, 2017 Agenda) (**Attachment BOE.4**)

BOE.5 WHEREAS, the School District received proposals in response to its RFP, which were opened by the School District on February 16, 2017;

WHEREAS, the Audit Committee reviewed and evaluated the proposals submitted by the auditing firms in connection with the School District's RFP;

WHEREAS, based upon said review and evaluation of the proposals, the Audit Committee recommends that the Board of Education appoint Cullen and Danowski, L.L.P. as its external auditing firm;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby accepts the recommendation of the Audit Committee, and hereby appoints Cullen and Danowski, L.L.P. as the School District's external auditor; and,

BE IT FURTHER RESOLVED that the Board of Education of the Roslyn Union Free School District authorizes the School District to enter into contract with Cullen and Danowski, L.L.P. for external auditing services subject to the terms and conditions of an agreement to be reviewed by District counsel; and,

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Board President to execute the Agreement between the Board of Education and Cullen and Danowski, L.L.P. on behalf of the Board of Education.

Mr. Saffron moved, seconded by Dr. Valauri and carried by a vote of 6-0, (Mr. Haber absent) to approve Agenda Item BOE.1 - BOE.3, Addenda BOE.4 and BOE.5

Mr. Saffron thanked Mr. Dubner and Mr. Litvack for their participation on the Citizen's Audit Advisory Committee (CAAC) and for participating in the process to select the external auditor. He also thanked the community members who a part of the CAAC.

Ms. Ben-Levy thanked Mr. Saffron for leading the audit committee and his years of service to the community.

Public Comments #2

No public comment.

Adjournment

**There being no further business to come before the Board of Education
Mr. Litvack moved, seconded by Mr. Dubner, and carried by a vote of 6-0, (Mr.
Haber absent) to adjourn at 8:43 p.m.**

Respectfully submitted,

Nancy Carney Jones

**Nancy Carney Jones
District Clerk**