

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

**Thursday, December 15, 2016**

**8:00 P.M.**

**Roslyn High School – Board Room**

**MINUTES**

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

**ALSO PRESENT**

Allison Brown	Superintendent
Joseph C. Dragone	Assistant Superintendent for Business and Administration
Karina Báez	Assistant Superintendent for Primary Education
Michael Goldspiel	Assistant Superintendent for Secondary Education
Ann Visone	District Clerk Pro Tem
Landon Allen	Student Delegate

**ABSENT**

David Dubner  
Adam Haber  
Steven Litvack

**7:00 p.m. - Executive Session**

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 4-0; (Messrs. Dubner, Haber and Litvack 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 8:15 p.m. The Board reconvened in Public Session in the Board Room at 8:20 p.m.

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

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

### **Recognition: Roslyn High School Mock Trial Team**

Roslyn High School's Mock Trial team won the annual Wheatley School Tournament on November 30.

Ms. Ben-Levy introduced Mr. Corey Marx, the advisor, who introduced the student members of the Mock Trial Team. Ms. Brown thanked him, Mr. Paul Rosenboom and Ms. Carol Murphy for their support of the team.

On behalf of the Board of Education, Ms. Ben-Levy presented certificates of achievement to the students who were in attendance.

Team members are:

Lauren Christenson  
Michael Fried  
Daniella Futoran  
Ryan Hurwitz  
Adrian Ke  
Emily Mintz  
Samantha Spector

Danny Cohen  
Monica Furci  
Kamyar Ghiam  
Aman Jaisinghani  
Benjamin Klein  
Ritwik Rudra

Team captains are:

Landon Allen  
Mitchell Klein

Jonathan Herz

Recommendation to accept the minutes from the following meeting(s):  
November 17, 2016 and December 1, 2016

**Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 4-0; (Messrs. Dubner, Haber and Litvack absent), to accept the minutes for November 17, 2016 and December 1, 2016.**

### **Board President's Comments**

Ms. Ben-Levy spoke about the Law Conference she attended with Ms. Brown, and how informative and timely the information was at the conference. Ms. Ben-Levy mentioned that she and Dr. Valauri attended the Middle School concerts and how wonderful the performance was. She mentioned that the concerts are now live streamed; a link was sent out. She wished everyone a happy, healthy New Year.

### **Superintendent's Comments**

Ms. Brown spoke regarding the proposed calendar for the 2017-2018 school year. She explained that the district must comply with State Education Department requirements for the amount of instructional days. She explained about the 2 hour delayed opening for students on the first day of school as well as the ½ day for students on the Wednesday before Thanksgiving. She also mentioned that the district was aware of the different cultural and religious holidays that are not represented on the calendar, but that the district will list them and care will be taken regarding testing on those days and that the district will also incorporate opportunities

to learn and celebrate these important holidays within the school community.

Ms. Brown also spoke about the upcoming budget presentations that will take place before the budget vote.

Ms. Ben-Levy thanked Ms. Brown for the work on the calendar and for being sensitive and taking the needs of all in the community into consideration.

### **Student Delegate's Comments:**

Mr. Allen gave an update on the candy cane sale and in keeping with the holiday theme the OCC decided to have an ugly sweater day.

### **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.1. Professional**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
18	Jessica Gill	Appointment	Costumes & Choreography	MS	12/16/16	6/30/17		Per RTA Contract
19	Patrick Polit	Substitute Appointment	Per Diem Substitute Teacher		12/19/16	6/30/17		\$130/day

**Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 4-0; (Messrs. Dubner, Haber and Litvack absent), to approve Agenda Items numbered P.1 – P.3 and Addendum P.1.**

**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 first approved by the Board of Education on June 16, 2016 (items B.1(xxviii)):

:

- (i) Contractor: Metro Therapy, Inc.
- Services: Occupational, physical, and speech therapy, social work, vision, BIS, FBA, BIP Family Training/Autism/PDD Training for the 2016/17 school year
- Fees: Total estimated to be **\$2,100** (Summer program), **an increase of \$1,100.**  
 Total estimated to be \$15,000 (School year)

(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (ii) which was first approved by the Board of Education on June 16, 2016 (items B.1(xvi)):

- (ii) Contractor: Brookville Center for Children’s Services, Inc.
- Services: ABA/IBI services, Occupational & Physical Therapy, Speech evaluations for the 2016/17 school year
- Fees: Total estimated to be **\$26,000, an increase of \$21,000**  
*Also amended to include updated fee schedule*

(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (iii) which was first approved by the Board of Education on June 16, 2016 (items B.1(xxiv)):

- (iii) Contractor: Gayle E. Kligman Therapeutic Resources
  - Services: Special Education services to provide orientation & mobility training and consultations for the 2016/17 school year
  - Fees: (2 x weekly 45 min) \$105/45 min sessions; \$210 x 6 weeks  
*Amended to include updated services & fee schedule*  
 Total estimated to be \$1,260 (Summer Program)  
 Total estimated to be \$8,400 (School year)
- (Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (iv) which was first approved by the Board of Education on December 17, 2015 (items B.1(i)):

- (iv) Contractor: Commack Union Free School District
- Services: District of Location Special Education Services for IEP service requirements for ~~one student~~ *two students (as of December 2015)* residing in Roslyn attending Sappo Private School in Commack for the period of 7/1/15 thru 6/30/16
- Fees: Total estimated to be - \$20,000

**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>
2280-490-08-5400-308	1621-490-03-9000-310	\$25,000
BOCES Occ. Ed	BOCES Health & Safety	
	<b>Subtotal</b>	<b>\$25,000</b>

REASON FOR TRANSFER REQUEST: Additional allocation needed for Health & Safety Training. (CoSer 617.010) PO A17-01257

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

<u>FROM BUDGET CODE</u>	<u>TO BUDGET CODE</u>	<u>AMOUNT</u>
2850-430-08-6700-801	2850-430-08-7000-801	\$19,000
Co-Curricular Contract HS	Contract HS Theater Arts	
	<b>Subtotal</b>	<b>\$19,000</b>

REASON FOR TRANSFER REQUEST: 3 new RCP codes created under 7000 (430, 433, 450).

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-121-03-9000-303	Elem Add'l Sal	\$32,000.00
<b>Subtotal</b>		<b>\$32,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2850-430-09-7000-901	Contr MS Theatre Arts	\$27,000.00
2850-450-09-7000-901	Supp MS Theatre Arts	\$ 5,000.00
<b>Subtotal</b>		<b>\$32,000.00</b>

REASON FOR TRANSFER REQUEST: During 2016-17 we are updating our financial practices to be sure that all expenditures for the production of student theatre at both MS and HS be paid from the General Fund and not the SPOTLIGHT or RCP Club accounts. These expenditures will be offset by gate receipts which will become a revenue to the general fund.

**B.6.** Recommendation to approve general fund appropriation transfer requests:

<u>FROM BUDGET CODE</u>	<u>TO BUDGET CODE</u>	<u>AMOUNT</u>
2850-448-08-6700-801	5510-163-03-9000-303	\$410.84
Co-Curr Field Trips	Trans N C Sal Suplm	
<b>Subtotal</b>		<b>\$410.84</b>

REASON FOR TRANSFER REQUEST: To cover the cost of the trip to Princeton University.

**B.7.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with WJ Northridge in the amount of \$129,174.32 which will increase purchase order H16-00019 in account code H1620.293.04.1604

[\*W J Northridge (EH GC-005) for all work necessary for asphalt modifications, drainage and site work at the Bus Loop. (This was first presented to the Board of Education as a Pending Change Order on July 19, 2016 item B.2.b at which time the estimated cost was \$133,746.93).]

**B.8.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Relle Electric Corp in the amount of \$18,705.02 which will increase purchase order H16-00018 in account code H1620.296.04.1604

[\*Relle Electric Corp (EH EC-002) for all work necessary to remove and reinstall all devices in conflict with installation of new tile work in corridors 11,14,15,16,17, and 18; relocate conduits to accommodate HVAC duct work penetrations in 4 locations on second floor; and repair code violations in

cafeteria and install as necessary new conduits, new wiring and new splice boxes. (This was first presented to the Board of Education as part of a Pending Change Order on July 19, 2016 item B.2.a at which time the estimated cost was \$20,000. We already approved a portion of this PCO in the amount of \$1,218.11 on 8/23/16 item B.8. Therefore the total cost of \$19,923.13 is slightly less than the estimated cost of \$20,000.)]

- B.9.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with WJ Northridge in the amount of \$11,891.74 which will increase purchase order H16-00019 in account code H1620.293.04.1604

[\*W J Northridge (MS GC-002) for all work necessary to prepare, provide and install the specified moisture mitigation product due to the presence of excessive moisture in the concrete slab in the Science Classrooms 609 & 610. (This was first presented to the Board of Education as a Pending Change Order on July 19, 2016 item B.2.c at which time the estimated cost was \$12,000).]

- B.10.** 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 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.

- a. HS General Construction PCO#1: Stalco, Inc. Proposed Change Order #1 (High School) for additional work at an estimated cost of **\$3,000**.

[\*General Construction PCO#1 (High School) represents the upcharge in cost to provide a coiling type door in lieu of the specified sectional door required due to height clearance issues in that space, as requested by the Architect.]

- B.11.** Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change order 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.

- a. HS Electric PCO#1: Palace Electric, Inc. Proposed Change Order #1 (High School) for additional work at an estimated cost of **\$15,000**.

[\*Electrical PCO#1 (High School) represents the cost to provide all labor and material to install new 12 strand multimode fiber optic cabling rated for outdoor underground use. This is necessary as a result of the discovery made when we excavated for the new gym.]

- B.12.** Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change order 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.

- a. MS Electric PCO#1: Relle Electric, Inc. Proposed Change Order #1 (Middle School) for additional work at an estimated cost of **\$2,500**.

[\*Electrical PCO#1 (Middle School) represents the cost to provide all labor and material to install Wire Guards on EM and Exit Lights which were not supplied since the architect's drawings did not call out for them. Wire guards protect the lights from balls thrown in the gymnasium.]

- B.13.** Recommendation to approve a revision to the Cooperative Transportation Contract Extensions for 2016-2017, which were approved on June 28, 2016 (item B.11) to include one additional student.

- B.14.** Recommendation by Jessica Kemler, Harbor Hill Principal, to declare the attached list of books, video (VHS) cassettes, and books on tape to be discarded due to obsolescence. (**Attachment B.14.**)

### **Addendum**

- B.15.** Recommendation to approve Capital Fund Budget appropriation transfer requests as per **Attachment B.15**.

- B.16.** Recommendation to approve a payment in the amount of \$34,099.45 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 11/30/2016.

- B.17.** Recommendation to approve a payment in the amount of \$31.50 to Ingerman Smith, L.L.P. for legal services rendered to the district in regards to the LIPA Reform Act for the period ending 11/30/2016.



**B.18.** Recommendation to approve the following payments to Park East Construction Corporation for construction management services and reimbursements rendered to the district pertaining to various projects at the locations indicated in the table below. [Funds will be deducted from the Capital Budget Codes indicated in the table below.]

Payment	Location/Project	Budget	PO #	Inv #
\$ 100.00	DW Capital Project	2110-201-03-1501	H15-00015	19
\$ 2,500.00	DW Capital Project	2110-201-03-1502	H15-00015	19
\$15,395.00	HH Capital Project	2110-201-07-1507	H15-00015	19
\$22,965.00	HS Capital Project	2110-201-08-1508	H15-00015	19

**B.19.** Recommendation to approve a payment in the amount of ~~\$5,477.74~~ **\$6,957.57** to Farrell Fritz for legal services rendered to the district for the period ending 12/15/2016.

**B.20.** Recommendation to void Change Order GC HS-005 to Baruti which was approved in error by the Board of Education on October 8, 2016. [The change order was inadvertently presented by the contractor a second time, presented to and approved by the BOE, and then, during the close out process, in preparing the final payment to be made to Baruti for the fence work done as part of the 2013 Capital Projects Referendum, our Construction Manager and Architect realized that this Change Order was actually a duplicate of a previously approved change order (GC HS-002) presented to and approved by the BOE in December 2014. The net result is that the contract amount will be decreased by \$11,169.70]

**Mr. Saffron moved, seconded by Dr. Valauri and carried by a vote of 4-0; (Messrs. Dubner, Haber and Litvack absent), to approve Agenda Items numbered B.1 – B.14, Addenda B.15 – B.20**

Mr. Saffron commented that the Advisory Committee had asked the internal auditors to conduct a review of the budget process. There were some lengthy suggestions made. A very positive outcome.

Mr. Saffron also asked that the district keep a running tally of change orders and the net effect of how much we run over. Mr. Dragone said that there is a spreadsheet keeping track of these.

**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 November 22, 2016, November 30, 2016 and December 5, 2016.

**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 November 4, 2016, November 14, 2016 and November 18, 2016.

**C&I.3** Recommendation to approve 47 students from the High School DECA Club and 5 chaperones to attend the DECA State Conference in Rochester, New York from March 7 through 10, 2017 at an estimated cost to the district of \$24,420.40. [Total cost of trip: \$46,306.00. Fundraising: \$5,000.00; Student Contribution: \$21,885.60 (47%, includes fundraising); District Contribution: \$24,420.40 (53%).]

**Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 4-0; (Messrs. Dubner, Haber and Litvack absent), 7-0, to approve Agenda Items numbered C&I.1- C&I.3.**

**BOARD OF EDUCATION:**

**BOE.1 BE IT RESOLVED**, that the President of the Board of Education is authorized to enter into an Agreement resolving a request for an impartial hearing filed on behalf of student case # 202247. (Tabled from December 1, 2016) **(As amended)**

**BOE.2 BE IT RESOLVED**, that the President of the Board of Education is authorized to enter into an Agreement resolving a request for an impartial hearing filed on behalf of student case # 101783. (Tabled from December 1, 2016) **(As amended)**

**BOE.3 BE IT RESOLVED**, that the President of the Board of Education is authorized to enter into an Agreement resolving a request for an impartial hearing filed on behalf of student case # 99459. (Tabled from December 1, 2016) **(As amended)**

**BOE.4** Recommendation to adopt the 2017-2018 School Calendar. **(Attachment BOE.4)**

**Addendum**

**BOE.5** BE IT RESOLVED, the Board of Education of the Roslyn Union Free School District hereby approves the Inter-municipal Agreement between the School District and the County of Nassau, New York in connection with the Horse Tamer Statue Project at the Roslyn High School in the form attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the Inter-municipal Agreement between the School District and the County of Nassau, New York, together with any other documents necessary to effectuate said Agreement, on

behalf of the Board of Education. **[Tabled]**

**BOE.6** BE IT RESOLVED, the Board of Education of the Roslyn Union Free School District hereby approves the Agreement between the School District and Adelphi University in the form attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the Agreement between the School District and Adelphi University, together with any other documents necessary to effectuate said Agreement, on behalf of the Board of Education.

**BOE.7** BE IT RESOLVED, the Board of Education of the Roslyn Union Free School District hereby approves the Amendment to the Agreement between the School District and Educational Vistas Inc. in connection with scoring of State assessments in the form attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the Amendment to the Agreement between the School District and Educational Vistas, Inc., together with any other documents necessary to effectuate said Amendment, on behalf of the Board of Education.

**BOE.8** BE IT RESOLVED, the Board of Education of the Roslyn Union Free School District hereby approves the Agreement between the School District and Educational Vistas Inc. in connection for professional development services/materials in the form attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the Agreement between the School District and Educational Vistas, Inc., together with any other documents necessary to effectuate said Agreement, on behalf of the Board of Education.

**The Board entered into a discussion to amend agenda item BOE.1 – BOE.3 to change the word “student” to “case” and to table agenda item BOE.5.**

**Ms. Ben-Levy moved, seconded by Dr. Valauri and carried by a vote of 4-0; (Messrs. Dubner, Haber and Litvack absent), to approve Agenda Item BOE.1-BOE.3, (as amended), BOE.4, Addenda BOE.5 [Tabled], BOE.6 – BOE.8**

Ms. Ben-Levy mentioned the next Board of Education meeting would be on January 26, 2017.

## **Public Comments #2**

Reporter from Roslyn Times stood up to ask a question regarding the school calendar and religious holidays. He was told that only residents could make a public comment and that he was welcome to ask a question once the meeting was adjourned.

## **Adjournment**

**There being no further business to come before the Board of Education Dr. Valauri moved, seconded by Mr. Saffron, and carried by a vote of 4-0; (Messrs. Dubner, Haber and Litvack absent), to adjourn at 8:50 p.m.**

Respectfully submitted,

*Ann Visone*

**Ann Visone  
District Clerk Pro Tem**