

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

Thursday, February 1, 2018

8:00 P.M.

Roslyn High School – Board Room

Minutes

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
David Dubner
Adam Haber
Steven Litvack
David Seinfeld arrived at 8:45p.m.
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
Vincent Yao	Student Delegate

ABSENT

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. Seinfeld arrived at 8:45p.m.) that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss personnel and legal matters.

The Executive Session adjourned at 8:10 p.m. The Board reconvened in Public Session in the Board Room at 8:19 p.m.

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recognition:

Michael Bruck & Natalia Krol - Outstanding Physical Education Student Award

Outstanding Physical Education Student Award from the Nassau Zone of the New York State Association for Health, Physical Education, Recreation and Dance.

Dr. Brostowski, Director of Physical Education introduced Michael Bruck and Natalia Krol this year's recipients of the Outstanding Physical Education Student Award. In December this award was presented at the Crest Hollow Country Club to High School seniors who demonstrate leadership skills, demonstrate a healthy life style in and out of school, and are responsible for their social and personal belongings, and exhibit good sportsmanship, and have positive influence on their peers and exhibit exceptional achievement in physical education class.

On behalf of the Board of education Ms. Ben-Levy presented the students with Certificates of Achievement and expressed how proud the Board is of these students.

Recommendation to accept the Treasurer's Reports for the months of November 2017 (**Attachment T1**) and December 2017 (**Attachment T2**)

Ms. Gillespie presented and discussed the Treasurer's Reports for November 2017 and December 2017.

Mr. Litvack moved, seconded by Mr. Haber, carried by a vote of 6-0, (Mr. Seinfeld arrived at 8:45 p.m.) to accept the Treasurer's Report for November 2017 and December 2017.

Mr. Litvack questioned why lunch revenues are down.

Board President's Comments

Ms. Ben-Levy announced the Boys' varsity basketball team is heading to the playoffs. Our security at the game did an amazing job. She spoke of the lovely event being held in memory of teacher, Sergio DiBenedetto and how the Roslyn school family and the community remembers one of their own.

Superintendent's Comments

Ms. Brown had no comments this evening due to the budget presentation.

Student Delegate's Comments

Mr. Yao, OCC President, announced the chocolate rose sale is underway and the roses will be distributed on February 14th. Clash of Classes will be introducing two new dress up days. Character Day where the students will dress up as their favorite movie or television character and USA Day the students will dress up in red, white and blue.

Discussion Item(s):

1. Superintendent's Budget Presentation

Ms. Allison Brown presented a PowerPoint presentation *Superintendent's Budget Presentation, February 1, 2018 Beginning of the Process, 2018-2019 Draft*.

Budget Timeline

February 1	Distribute to the Board of Education – Draft Budget
February 15	Budget presentations – Physical Education, Health & Athletics Transportation
March 8	Budget presentations – Technology, Capital/Facilities
March 22	Budget presentations – PPS & Special Education, Enrollment, Personnel, Salary and Benefits First Legal Notice published
April 17	Revenue and Tax Levy – adoption of the proposed budget
April 24	Property Tax Report Card due to the State Education Department
May 3	Budget hearing
May 15	Budget Vote

Ms. Brown explained the budget was built to be financial responsible, to reflect and support the Board of Education goals and to be within the 2% tax cap. Included in the budget items are personnel, programs, technology, the impact of the TRS, ERS and Health Insurance, Facilities, Equipment, Supplies, Transportation, Capital, Special Education and Enrollment.

Capital Work – The proposal to transfer \$1,750,000 to capital to complete capital projects that may not be included or fully funded by the bond proposition and capital reserve expenditure proposition.

Curriculum & Instruction, Physical Environment and Professional Development

Ms. Baez, Assistant Superintendent for Elementary Education presented the proposed budget items for K-5.

Curriculum & Instruction will include:

- Literacy K-5 program – phase II
- Response to Intervention – Phase II
- Next Generation Science Standards
- Digital Citizenship
- Mindfulness/Mental Health
- Entrepreneurship Program

Physical Environments – to create innovative spaces to change the environment where the students are currently learning starting with the media centers and science labs.

Professional Development will include:

- Literacy program K-5 Phase II
- Response to Intervention Phase II

- Exploring Google Classroom
- Mindfulness in the Classroom

Mr. Goldspiel, Assistant Superintendent for Secondary Education presented the proposed budget items for the Middle School and High School.

Middle School:

- Transition In/Transition Out 8th graders into 9th graders workshops
- Experiential Learning
- Curriculum Writing/Professional Development/Materials & Supplies/Textbooks
 - Exploring Google Classroom Platform/Chromebooks
 - Digital Citizenship 6
 - Embed zSpace VR within Middle School Curriculum
 - Medical Detective
 - American Pop Culture
 - Film Production
 - Mindfulness

High School:

- Curriculum Writing/ Professional Development/ Materials & Supplies/Textbook
- Include the continuation of the new classes offered last year: TED Talks, App Inventor, Senior Experience and Digital Course Offerings
- Experiential Learning

New Courses:

- Mandarin 3 and 3 Honors (sequence)
- General Chemistry
- General Physics
- Intro to Romance Languages
- Legal History: A Gendered United States
- Dance, Fitness & Physical Education
- CrossFit & Physical Education
- Yoga & Physical Education
- Mindfulness & the Advanced Mindset
- INCubator@RHS
- Mission Be (Carin Winter)

Physical Environment - Creative Spaces Fostering Curiosity & Collaboration

The rooms where changes will be taking place: Middle School Media

Center/Makespace, High School Media Center, Classrooms, HS Mindfulness Room, HS

Study Center and INCubator@RHS

Budget to Budget Information - Joseph Dragone, Assistant Superintendent for Business

Mr. Dragone presented the 2018-2019 budget of \$110,732,415 an increase of 3.31% over the 2017-2018 budget.

He outlined the large ticket increases (including salaries and new positions)

- Health Insurance \$ 1,258,873 an increase of 7.72%
- Teachers Retirement Systems (TRS)\$ 648,590 an increase of 14.77%
- Special Education (not salaries) \$ 117,029 an increase of 2.39%
- Professional Salaries \$ 1,073,168 an increase of 2.39%
- Support Salaries \$ 329,798 an increase of 2.71%
- Revenue & Tax Cap Issues (**Attachment DI.1**)

Budget to Budget Comparison presented an increase of \$ 3,551,117. Currently the District's allowable tax levy limit is 3.85% our proposed budget tax levy is currently 2.86%. Mr. Dragone pointed out that this is the first draft of the budget proposal.

In summary Ms. Brown stated that this is just the beginning of the budget process. This budget has a year to year increase of 3.31%. New York State's allowable tax level limit for Roslyn this year is 3.85%. Currently the starting point of this proposed budget has a tax levy of 2.86% which is much lower than the allowable levy. The Board has directed the Administration over the next several weeks to work on ways to reduce the current budget.

The Board entered into a discussion on the budget presentation. They thanked Central Administration for a budget that incorporated the goals of the Board, the financial transparency and the detail of the budget presented.

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 comments.

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)**

Addendum

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Certification Class / Step Salary
3	Lindsay Hershkowitz	Childcare Leave	Psychologist	HH	7/1/18	6/30/19	
4	Elizabeth Cowley	Childcare Leave	Teaching Assistant	HH	11/7/17	6/30/18	
5	Hilda Mahfar	Substitute Appointment	Per Diem Substitute Teaching Assistant		2/5/18	6/30/18	\$100/day
6	Eileen Bauer	Substitute Appointment	After School Instructional Teaching Substitute - PACT	EH	2/5/18	6/30/18	Per RTA Contract
7	Jane Alter	Resignation for the Purposes of Retirement	Elementary	EH		6/30/18 (last day of employment)	
8	Janet Dombrowski	Resignation for the Purposes of Retirement	Business Education	MS		6/30/18 (last day of employment)	
9	Robert Gazzo	Resignation for the Purposes of Retirement	Music	MS		6/30/18 (last day of employment)	

10	Karen Leon	Resignation for the Purposes of Retirement	School Media Specialist	HS		6/30/18 (last day of employment)	
11	Cheryl Rude	Resignation for the Purposes of Retirement	Special Education	HS		6/30/18 (last day of employment)	

P.2 Classified

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
3	Jonathan Rockmore	Resignation	Monitor	Non-Comp	p/t	MS		1/26/18 (last day of employment)	

Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 7-0, to approve Agenda Items numbered P.1 - P.2, Addenda P.1 and 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) Contractee: Garden City Public Schools
 Services: One (1) student from Garden City to attend The Hilltop Academy for the 2017-2018 school year (January 29, 2018 through June 22, 2018)
 Fees: Total est. to be \$38,571.43 (Prorated) (Roslyn to receive)
- B.2.** Recommendation to approve a payment in the amount of \$21,978.20 ~~\$21,910.70~~ to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 12/31/2017. **(As amended)**
- B.3.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Hi Tech Air Conditioning Service in the amount of \$1,116.13 which will increase purchase order H17-00014 in account code H1620.294.08.1608

Hi Tech Air Conditioning Service (HS MC-008) represents the cost to supply and install cable operated dampers in the ductwork at the library hard ceiling not shown on the drawings required for access for future balancing, as discussed. (This was first presented to the Board of Education as a Pending Change Order on December 14, 2017 item B13 in the estimated amount of \$1,200.00).

- B.4.** 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 \$3,171.41 which will increase purchase order H16-00018 in account code H1620.296.09.1609

Relle Electric Corporation (MS EC-003) for all additional costs required to tie in the security window to the existing FACP system (This was first presented to the Board of Education as a Pending Change Order on 2/2/17 item B10(b) with an estimated cost of \$3,200.)

- B.5.** 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 and the construction manager 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 Mechanical Construction PCO#16: Hi-Tech Proposed Change Order #16 (High School) for additional work at an estimated cost of \$1,700. This change order represents the cost to provide labor to demolish three existing dampers due to freeze up and to supply and install 3 new cable operated control dampers in the ductwork in the art room. Park East Construction Corp. has reviewed the proposal and finds 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 signature.

- B.6.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Hi Tech Air Conditioning Service in the amount of \$1,771.96 which will increase purchase order H17-0014 in account code H1620.294.08.1608

Hi Tech Air Conditioning Service (HS MC-007) represents the cost to provide labor and materials to disconnect and abandon in place the non-working existing heating unit above the main entrance corridor. It is no longer needed as the new design incorporates new heating for the area. The new hardwood ceiling installation would not allow for this to be done in the future as we will not have access to the area above. This work had to be done as soon as possible as not to hold up the ceiling work in the area which was scheduled to begin on December 11, 2017. Therefore we did not have time to wait for the next scheduled BOE meeting on December 14 and we had authorized PEC to direct Hi-Tech to proceed. (This was, however, presented to and approved by the Board of Education as a Pending Change Order on December 14, 2017

item B7 in the estimated amount of \$1,800).

B.7. Extraclassroom Activity Treasurer Reports (Attachment B.7.)

High School, November 2017
Middle School, November 2017
High School, December 2017
Middle School, December 2017

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to approve Agenda Items numbered B.1, B.2 (as amended), and B.3 – B.7.

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 January 17, 2018.

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 28, 2017, December 13, 2017, January 2, 2018, January 11, 2018, January 17, 2018, January 18, 2018, January 19, 2018 and January 22, 2018.

C&I.3 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, 2018.

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to approve Agenda Items numbered C&I.1 - C&I.3

BOARD OF EDUCATION:

BOE.1 Recommendation to conduct the *second reading* of updated Board of Education Policy 5300 – Code of Conduct. **(Attachment BOE.1)**

BOE.2 BE IT RESOLVED that the Board of Education hereby nominates: Susan Bergtraum, Martin R. Kaye, and Michael Weinick for the Nassau BOCES Board effective July 1, 2018 for a three (3) year term.

Addendum

BOE3. BE IT RESOLVED that the Board of Education of the Roslyn UFSD hereby approves the First Amendment to the Lease Agreement between the Roslyn UFSD and BSI 8 Harbor Park Drive, LLC in the form attached hereto;

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the President of the Board of Education and/or the Superintendent of Schools to execute the necessary documents to effectuate said First Amendment to the Lease

Agreement on behalf of the Board of Education.

Mr. Saffron moved, seconded by Mr. Dubner, carried by a vote of 7-0, to approve Agenda Items BOE.1, BOE.2 and Addendum BOE.3

Public Comments #2

Eleanor Russel, RTA President, commented on the importance of High School and Middle School in getting our students into college, but as a first grade teacher she wanted to stress the importance of our students receiving a strong foundation starting in our Pre-K program so they will be successful in the higher grades.

Adjournment

There being no further business to come before the Board of Education Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 7-0, to adjourn at 10:06 p.m.

Respectfully submitted,

Nancy Carney Jones
Nancy Carney Jones
District Clerk