

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

Thursday, March 8, 2018

8:00 P.M.

Roslyn High School – Board Room

Minutes

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
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
Vincent Yao	Student Delegate

ABSENT

David Dubner
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 5-0, (Messrs. Dubner and Haber absent) that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss legal matters.

The Executive Session adjourned at 8:10 p.m. The Board reconvened in Public Session in the Board Room at 8:23 p.m.

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recognition: National Merit Finalists - Ella Eisenberg and Stephanie Tom

Mr. Wasserman, Director of Guidance K-12, presented seniors Ella Eisenberg and Stephanie Tom as this year's National Merit Scholarship Finalist. Due to their hard work and dedication they are two of 15,000 finalist out of 1.6 million entries. On behalf of the Board of Education, Ms. Ben-Levy presented certificates of outstanding achievement to the students.

Recommendation to accept the Claims Audit Report for January 2018

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 5-0, (Messrs. Dubner and Haber absent), to accept the Claims Auditors Report for January 2018.

Board President's Comments

Ms. Ben-Levy recognized the students of Harbor Hill for their beautiful artwork currently on display in the Board Room.

On behalf of the Board of Education, Ms. Ben-Levy thanked Mr. Carpenter, Assistant to the Superintendent for Administration and Special Projects and his staff for the outstanding job they did cleaning up the schools after the recent snow storm and for the increase in security details last week.

Superintendent's Comments

Ms. Brown had no comments this evening.

Student Delegate's Comments

Mr. Yao, OCC President, reports this past week the World Language Honor Society has been celebrating World Language Week by hosting activities to expose students to different cultures and raising money to help aid Puerto Rico in rebuilding after Hurricane Maria. On Friday, the Asian Cultural Exchange Club will be hosting their first Lunar Festival. The OCC is working with Mr. Pilnick, High School Assistant Principal to finalize the activities for the Clash of Classes.

Discussion Item(s):

Budget Presentations

1. Facilities – Mr. Carpenter, Assistant to the Superintendent for Administration & Special Projects, gave a PowerPoint presentation *2018-2019 Roslyn U.F.S.D. Facilities and Operations Budget Presentation*. The proposed budget for 2018-2019 is \$3,033,352, an increase of \$303,146 from the previous year. This budget includes the following enhancements: two (2) additional patrol vehicles, additional air conditioning, storage shed for Heights, floor cleaning machines, Building Management System Upgrades, Middle School hallway locker repair, Flatbed trailer, Tractor with bucket, Middle School corridor tile replacement and shades for Harbor Hill and High School. Ongoing and proposed Capital projects include the upgrade of the High School wall facing Roslyn Road, Irrigation for the fronts of buildings, construction of a Security Vestibule at the High School attendance office, installation of a roof top air conditioning and heating unit for

the High School Guidance Office and the Middle School, refinish the Middle School and High School gym floors including lines, replace the High School cesspool, Replacement of High School Turf field and High School track restriping. Under consideration is the installation of a multi-use turf infield/outfield at the High School and a softball turf field at East Hills.

Based on the presentation, the board members entered into a discussion of the following topics: turf fields, storage of baseball equipment, consistency of colors in the striping of the gym floors, higher fencing around the fields by the new gym, consistency of signage at the schools and the possible replacement of the seats in the High School Auditorium.

2. Technology – Mr. Jason Lopez, Instructional and Administrative Chief Technology Officer gave a PowerPoint presentation *Roslyn Technology 2018 -2019 Budget*. The proposed budget is \$ 3,131,968, an increase of 3.14%. The major increase is attributed to the upgrade and installation of new security lockdown equipment district wide. Additional items included in the budget are:

- High School & Hilltop - The purchase of iPads and exploration of the use of Chromebooks, upgrade study center furniture, assist with creative spaces such as the INCubator, and replace smartboards with Epson BrightLink.
- Middle School – continue to replace smartboards with Epson BrightLink and explore the use of Chromebooks.
- District Wide – upgrade security cameras, replace classroom and office phones, install additional door stoppers to control ingress and egress, install internal card swipes for public areas including bathrooms, upgrade lockdown devices, install additional intercoms and security cameras on the outside of the vestibules entrances, install video monitoring for greeters and install cellular repeaters.

The board discussed the current security in the District, the improvements that have been made since 2011 and the upgrades planned. They expressed their comfort level with the current security plans for the District.

2. Budget Update - Mr. Joseph Dragone, Assistant Superintendent of Business and Administration gave a brief update on the current budget. Mr. Dragone presented the estimate of PILOTS (Payments in Lieu of Taxes) of \$4,071,647 and LIPA PILOTS of \$1,383,670 the District is expected to receive for the 18-19 school year. With this additional information the recalculated tax levy limit is now 3.56%. The current budget percentage increase is 3.20% which includes \$521,601 increases in security equipment, personnel and vehicles. The tax levy is now 2.42%.

The board discussed applied reserves, allocation of capital funds, the establishment of a 3 to 5 year plan for security expenses and unfunded mandates.

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	Certification Class / Step Salary
1		DELETE ITEM #1					
2		DELETE ITEM #2					
4	Elizabeth Schroeder	Appointment	Mentor (RN)	HS	3/12/18	6/30/18	Per RTA Contract

5	Taylor Gershberg	Appointment	After School Instructional Teaching - STEM	EH	3/12/18	6/30/18	Per RTA Contract
6	Erin DiGiuseppe	Appointment	After School Instructional Teaching - World Languages	EH	3/12/18	6/30/18	Per RTA Contract

P.2 Classified

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
4	Dorene Konecky	Resignation for the Purposes of Retirement	Teacher Aide			HH		6/29/18 (last day of employment)	
5	Denise Pastel	Resignation for the Purposes of Retirement	Teaching Assistant			HS		6/30/18 (last day of employment)	

Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 5-0, (Messrs. Dubner and Haber absent), to approve Agenda Items numbered P.1, P.2, P.3 and 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) Contractor: South Huntington Union Free School District
 Services: Health Services for 1 student attending an out of district school for the 2017/2018 school year.
 Fees: \$817.22 per student
 Total estimated to be \$817.22
- (ii) Contractor: Garden City Union Free School District
 Services: Health Services for 4 students attending out of district schools for the 2017/2018 school year.
 Fees: \$964.04 per student
 Total estimated to be \$3,856.16

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

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2070-430-03-9000-301	Contractual Services	<u>\$26,090.00</u>
	Professional Development	
	Subtotal	\$26,090.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2630-490-03-9000-311	BOCES Computer Svcs. DW	<u>\$26,090.00</u>
	Subtotal	\$26,090.00

REASON FOR TRANSFER REQUEST: This is for Model Schools which will assist in the transition over to G-Suite, Google Classroom.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2850-448-08-6700-801	Co-Curr Field Trips	<u>\$73.92</u>
	Subtotal	\$73.92

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5550-430-03-9000-510	Trans Public Service	<u>\$73.92</u>
	Subtotal	\$73.92

REASON FOR TRANSFER REQUEST: Cover the tolls for different trips from RHS.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-230-08-1800-801	Teaching Furniture HS Math	\$1,085.00
2110-230-08-2200-801	Teaching Furniture HS Science	\$ 689.00
2110-230-08-2300-801	Teaching Furniture HS SS	\$1,633.00
2110-230-08-6600-801	Teaching Furniture Hilltop Acad.	<u>\$1,500.00</u>
	Subtotal	\$4,907.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2110-230-04-9000-401	Teaching Furniture East Hills	<u>\$4,907.00</u>
	Subtotal	\$4,907.00

REASON FOR TRANSFER REQUEST: Purchasing storage units that will be placed on the stage. The stage has finally been waxed, cleaned, and made ready for performances, guest presenters, and alternate classroom space. This purchase will significantly allow the stage space to be better utilized in an organized manner.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9060-800-03-9000-303	Medical Ins Adm	<u>\$54,000.00</u>

Subtotal **\$54,000.00**

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-446-08-9000-310	Maint-Building-HS	<u>\$54,000.00</u>
Subtotal		\$54,000.00

REASON FOR TRANSFER REQUEST: Emergency repairs as follows: 1) repair of chairlift required for access at front of high school building to the “cafeteria” level (\$36,000) and 2) completion of security vestibule at “attendance” entrance including security window and buzzer-controlled doors (\$18,000).

B.7. Recommendation to approve general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
5530-425-03-9000-510	Garage Electricity	<u>\$12,000.00</u>
Subtotal		\$12,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1620-425-03-9000-510	Electricity-Trans	\$ 3,000.00
5510-456-03-9000-510	Trans Automotive Parts	<u>\$ 9,000.00</u>
Subtotal		\$12,000.00

REASON FOR TRANSFER REQUEST: To cover the cost of utility bills and parts for buses for school year 2017-2018.

B.8. Recommendation to approve a payment in the amount of \$26,384.66 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 01/31/2018.

B.9. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Relle Electric in the amount of \$2,994.45 which will increase purchase order H17-00010 in account code H1620.296.07.1607

Relle Electric (HH EC-010) represents the cost to provide labor and material to perform the work required for the revisions in the Harbor Hill Library for work involving the removal of the 2 interior walls of Computer Room 30 (indicated in Bulletin # 10 ESK 5 & 6) as requested by the RUFSD. This was first presented to the Board of Education as a pending change order in the estimated amount of \$3,000 as item B24D on the agenda of 08/24/17.

B.10. Recommendation to approve a proposed (confirming) change order as indicated below. It is understood that: 1) the work of the change orders was 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 Mechanical Contract PCO #1: JNS Proposed Change Order PCO # 1 for a cost of \$5,288.83. The attached confirming change order represents the cost to provide labor and materials to repair the leaking existing steam piping discovered during excavation for the new building footings, as previously discussed with the District. Park East Construction Corp. has reviewed and confirmed the labor and materials and confirmed the labor rates as previously approved. The office of KG&D Architects will now create a formal change order and forward for signature. [Please note: the Baruti Excavation portion of the work will be presented shortly.]

- B.11.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Stalco Construction in the amount of \$3,313.18 and therefore increase purchase order H17-00015 in account code H-1620-293-07-1607.

Stalco Construction Inc. (HH GC-017) represents the cost to provide the labor and material needed to provide enclosures for the piping and conduit that had to be installed in the Staff Room due to obstructions in the ceiling which prevented these pipes and conduits from being routed through the ceiling as originally designed. It includes an access door for the enclosure for the electrical conduit as there are wire pull locations found in the conduit that may require future access. This is in fact a “confirming” change order.

- B.12.** 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 \$1,687.10 which will increase purchase order H17-0014 in account code H1620.294.08.1608

Hi Tech Air Conditioning Service (HS MC-010). This change order represents the cost to provide labor to demolish three existing dampers due to freeze up and the material to supply and install 3 new cable operated control dampers in the ductwork in the art room. (This was first presented to the Board of Education as a Pending Change Order on 02/01/18 item B5 in the estimated amount of \$1,700.00).

Addendum

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

- B.13.** Recommendation to approve a proposed confirming change order as indicated below. It is understood that: 1) the work of the change orders was 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 #5: Baruti Proposed Change Order PCO # 5 at an estimated cost of \$6,100. This confirming change order represents the cost to provide labor and materials to excavate in order to repair the leaking existing steam piping discovered during excavation for the new building footings, as previously discussed with the District. Park East Construction Corp. has reviewed and confirmed the labor and materials and confirmed the labor rates as previously approved. The office of KG&D Architects will create a formal change order and forward for signature.

- 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 #3: Palace Electric Proposed Change Order PCO# 3 for additional work at an estimated cost of \$4,000. This change order represents the cost to provide labor and materials to relocate the existing electrical power and fire alarm conduits and wiring to allow for the installation of the new structural wood beam for the new attic access staircase support. This is required due to the revision from steel beam to wood as the wood beam has a taller profile which will not fit under the conduits as the steel beam would have. Please note: the change from the steel to wood was required due to the existing bearing wall construction being wood (not masonry) which was revealed upon preparation for the new stair install. Park East Construction Corp. has reviewed the proposal and feels it is 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.

Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 5-0, (Messrs. Dubner and Haber absent), to approve Agenda Items numbered B.1 – B.12, Addenda B.2 (revised), B.13 and B.14

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 February 5, 2018, February 12, 2018 and February 14, 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 January 24, 2018, February 7, 2018 and February 13, 2018.

C&I.3 Recommendation to approve two students and one chaperone from the Computer Science Club to attend the Congressional APP Challenge in Washington, DC from April 11 through 13, 2018 at an estimated cost to the district of \$4,359.12.

C&I.4 Recommendation to approve Melissa Vanco to attend college visits at Duke University and University of North Carolina in Durham and Charlotte, North Carolina from March 2 through 3, 2018 at an estimated cost to the district of ~~\$777.00~~ \$913.01. [*Original Board approval C&I.6 on February 15, 2018.*]

Addendum

C&I.3 Recommendation to approve two students and one chaperone from ~~the Computer Science Club~~ *Roslyn High School* to attend the Congressional APP Challenge in Washington, DC from April 11 through 13, 2018 at an estimated cost to the district of \$4,359.12.

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 5-0, (Messrs. Dubner and Haber absent), to approve Agenda Items numbered C&I.1, C&I.2, C&I.4 and Addendum C&I.3 (revised)

BOARD OF EDUCATION:

BOE.1 Recommendation to add *The WaterFront Center*, a non-profit educational organization in Oyster Bay specializing in marine science, STEM and sailing instruction, to the Approved Advertisers List in accordance with Policy #1511. (**Attachment BOE.1**)

Dr. Valauri moved, seconded by Mr. Seinfeld, and carried by a vote of 5-0, (Messrs. Dubner and Haber absent), to approve Agenda Items BOE.1.

Public Comments #2

No public comment.

Adjournment

There being no further business to come before the Board of Education Dr. Valauri moved, seconded by Mr. Litvack, carried by a vote of 5-0, (Messrs. Dubner and Haber absent), to adjourn at 9:51 p.m.

Respectfully submitted,

Nancy Carney Jones
Nancy Carney Jones
District Clerk