

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

**Tuesday, April 17, 2018**

**7:15 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  
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**

**7:15 p.m. - Board of Education Meeting**

The Board convened in Public Session in the Board Room at the Roslyn High School at 7:23 p.m.

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

**Recognition:***Valedictorian* – Adam Robbins*Salutatorian* - Ella Eisenberg

Dr. Andrews, High School Principal, presented Valedictorian Adam Robbins & Salutatorian Ella Eisenberg to the Board of Education. The board presented the students with certificates for their outstanding achievements.

**Introduction of Candidates Being Recommended for Tenure**

Ms. Brown, Superintendent of Schools, made the following statement. Tonight is a very special night for our staff as well as our students. Recognizing employees for tenure is an excellent way for organizations to show their employees they value the ongoing dedication and contribution of individuals. And as everybody knows in an organization it's be proven that stability for an organization is the key factor in its success. It's interesting because most companies from statistics show that people will stay in a job for no more than 3 years. A high retention rate for organizations that keep people are again most successful. So the way we see tenure here is it allows us to have stability. It allows us to see things through to have people who came aboard to Roslyn and finished what they started and then start something else. I find it a great honor not only for the people getting tenure but I find it a great honor for us at Roslyn that these people have chosen to finish, start, grow in their career in Roslyn. And so tenure works very well when you have the right people. I can tell you that I am bringing three of the very right people to this Board tonight to recommend them for tenure.

As an administrator I make a lot of decisions, and I always hope they are the right ones, but in reality they are not always, but in this case because I've had the opportunity to be in the position to hire all these three people, I made the right decision.

Ms. Brown presented the following individuals for tenure:

Michael Goldspiel	Assistant Superintendent for Secondary Education
Jessica Moriarty	East Hills, Grade 4
Dr. Jillian Brass	Heights, School Psychologist

Ms. Brown remarked that it's important for you to know your efforts have been noticed, your work makes a difference and we know you will continue to go the extra mile moving forward in Roslyn.

Ms. Brown said it was an honor for her to recommend these 3 individuals for tenure.

On behalf of the Board of Education, Ms. Ben-Levy spoke to the children of the tenure candidates who were in attendance this evening. She commented how

special tonight was for their parents. She shared with the children that she is a child of an educator and she knows what it is like to have to share your mom or dad with many other children that you don't know. She thanked the children for sharing their parents with the Roslyn community.

**Ms. Ben-Levy requested to take P.1 – P.3 out of order**

**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. RESOLVED**, that the Board of Education herewith approves a certain FIRST AMENDMENT to the employment agreement between Art Mandel, Facilitator for Special Projects, in the form attached hereto, and herewith authorizes the Board President of the Board of Education to execute same on behalf of the Board of Education.

**Mr. Seinfeld moved, seconded by Dr. Valauri, carried by a vote of 7-0, to approve Agenda Items numbered P.1, P.2 and P.3**

Ms. Ben-Levy and Ms. Brown thanked the Administrators for all being in attendance this evening and for their support of tonight's candidates.

On behalf of the Board, Ms. Ben-Levy adjourned for brief recess at 7:38 p.m. to celebrate this year's tenure appointments. The Board meeting resumed at 7:59 p.m.

**Board President's Comments**

Ms. Ben-Levy commented "tonight was an absolutely lovely gathering" and she acknowledged the autism speaks banner in the board room.

**Superintendent's Comments**

No additional comments this evening.

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

Mr. Yao updated the Board on the Clash of the Classes and announced the senior class won. The sophomore class President Lara Gerstman started a fundraiser MoeCC. Tomorrow from 3 p.m. to 9 p.m. if you bring in a flyer to Moe's and buy something they will donate 25% of profit to the OCC.

### **Discussion Item(s):**

#### 1. Budget Presentation

- Revenue / Tax Levy

Mr. Joseph Dragone, Assistant Superintendent for Business and Administration presented a PowerPoint *Revenue and Tax Rate 2018-19*

Mr. Dragone explained the Board must establish the budget and tax levy for the 18-19 school year. He reviewed the 2017-2018 fund balance: revenue is \$283,091 and expenditures are lower by \$275,908. This represents a "profit" of \$558,999. This dollar value is lower than the district has had in the past. With this profit we will not be able to fund our capital reserve fund balance, but this shows the district is improving at projecting revenue and expenses.

The 2018-2019 budget of \$109,959,967 being presented this evening represents an increase in spending of 2.59%. Included in this increase is additional security and guidance counselors at the elementary schools. The projected tax levy is 1.72%.

Mr. Dragone explained how he figured out the tax levy and the projected annual taxes.

The members of the Board of Education entered into a discussion in regard to the presented budget. The topics discussed included social and emotional learning, improvements in the guidance program, budgeting close to actual expenses which has been a goal of the Audit committee. Mr. Dragone announced that the district's taxes have increased 10% in 10 years.

Ms. Ben-Levy asked the Board to take BOE.2 out of order.

**BOE.2 RESOLVED** that the Board of Education hereby adopts the budget in the amount of \$109,959,967 to be presented to the qualified voters of the district at the Annual Meeting on May 15, 2018, and

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the submission to the State Education Department and publication of the 2018-19 Property Tax Report Card. (**Attachment BOE.2**)

**Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to approve Agenda Items BOE.2.**

### **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.

### **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: Syosset Union Free School District  
 Services: 2017-2018 Health & Welfare Services for 3 students attending out of district schools.  
 Cost- \$927.57 per student  
 Total estimated to be \$2,782.71

(ii) Contractor: Hempstead Union Free School District  
 Services: 2017-2018 Health & Welfare Services for 2 students attending out of district schools.  
 Cost- \$804.09 per student  
 Total estimated to be \$1,608.18

**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>
2855-153-08-6800-309	Athletic Supervision HS	\$12,000.00
	<b>Subtotal</b>	<b>\$12,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2855-153-09-6800-309	Athletic Supervision MS	\$12,000.00
	<b>Subtotal</b>	<b>\$12,000.00</b>

REASON FOR TRANSFER REQUEST: Spring MS Athletic Supervision

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-451-04-1700-401	Consum Wkbs – EH ELA	\$25,596.01

2110-451-04-1800-401	Consum Wkbs – EH Math	\$ 8,286.10
	<b>Subtotal</b>	<b>\$33,882.11</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1680-430-03-9000-311	Distw Admin Comps	\$33,882.11
	<b>Subtotal</b>	<b>\$33,882.11</b>

REASON FOR TRANSFER REQUEST: Additional technology security enhancements throughout the district.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-451-07-1700-701	Consum Wkbs – HH ELA	\$23,356.21
2110-451-07-1800-701	Consum Wkbs – HH Math	\$ 4,629.98
2110-451-07-2300-701	Consum Wkbs – HH Soc St	\$ 3,727.38
	<b>Subtotal</b>	<b>\$31,713.57</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2630-450-03-1100-311	Comp Supplies DW	\$31,713.57
	<b>Subtotal</b>	<b>\$31,713.57</b>

REASON FOR TRANSFER REQUEST: Additional supplies and materials for security enhancements throughout the district.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-200-06-0900-601	Eqpt HTS KG	\$10,000.00
	<b>Subtotal</b>	<b>\$10,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1680-200-03-9000-311	Computer Eqpt	\$10,000.00
	<b>Subtotal</b>	<b>\$10,000.00</b>

REASON FOR TRANSFER REQUEST: Additional security enhancements for the attendance entrance vestibule at the high school.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2855-153-08-6800-309	Athletic Supervision HS	\$10,000.00
	<b>Subtotal</b>	<b>\$10,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2855-153-09-6800-309	Athletic Supervision MS	\$10,000.00
	<b>Subtotal</b>	<b>\$10,000.00</b>

REASON FOR TRANSFER REQUEST: MS Athletic supervision costs for spring 2018.

- B.8.** Recommendation to approve a change order as indicated below. This change order will result in a ~~increase~~ decrease in the contract with STALCO Construction in the amount of \$28,848.02 which will ~~increase~~ decrease 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. *(Amended from Agenda Item B.4.a. on 03/23/17 (reported accurately as a credit) and Agenda Item B.5. on 04/20/17 (reported inaccurately as an increase))*
- B.9.** 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 and 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.

Bus Garage Plumbing Construction PCO#8R: WHM Proposed Change Order #8R for additional work at an estimated cost of \$7,100. Plumbing PCO#8R (Bus Garage) represents the cost to provide labor and material to modify the compressed air piping to relocate the main pipe run along the rear wall as requested by the facility staff and install Five (5) drops to wall locations and heights selected by facility staff. We also solicited a proposal from Maccarone Plumbing for the same scope of work, as discussed. 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.10.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Palace Electrical Contractors in the amount of \$41,448.04 which will increase purchase order H17-00017 in account code H1620.296.08.1608

Palace Electrical Change Order HS EC-006 to provide labor and materials for additional lighting at the HS Main entrance, as requested. This was first presented to the Board of Education as a Pending Change Order on 03/22/18 as item B.10. at which time the estimated cost was \$42,000.

- B.11.** Recommendation to approve a change order as indicated below. This change order

will result in an increase in the contract with Palace Electrical Contractors in the amount of \$1,282.26 which will increase purchase order H17-00017 in account code H1620.296.08.1608

Palace Electrical Change Order HS EC-007 to provide labor and materials to replace the broken lenses on the canopy up lighting as discussed. This was first presented to the Board of Education as a Pending Change Order on 03/22/18, as item B.7. at which time the estimated cost was \$1,300.

- B.12.** 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 #4: Palace Electric Proposed Change Order PCO# 4 for additional work at an estimated cost of \$10,500. This change order represents the cost to provide labor and materials to remove and replace wiring that is running over the floor joists in order to allow the general contractor to install plywood floors as designed by the architect. Park East Construction Corp. has reviewed the proposal and an alternative proposal prepared by the GC to build up the tops of the floor joists instead of relocating the wiring in the existing bays between the joists. The GC proposal was approximately 70% more expensive than the electrician. Therefore, PEC 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.

### **Addendum**

- 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):

- (iii) Contractee: Garden City Public Schools  
 Services: One (1) student from Garden City to attend  
 The Hilltop Academy for the 2017-2018 school year  
 (April 18, 2018 through June 22, 2018)  
 Fees: Total est. to be \$19,218.75 (Prorated) (Roslyn to receive)

- B.13.** Recommendation to approve general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2250-430-03-9000-307	SP ED CONTRACT SVCES	\$40,000.00
	<b>Subtotal</b>	<b>\$40,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2250-472-03-9000-307	PRIVATE SCH TUITION	\$35,000.00
2250-450-03-9000-307	SP ED SUPPLIES DW	\$ 5,000.00
	<b>Subtotal</b>	<b>\$40,000.00</b>

REASON FOR TRANSFER REQUEST: Funds are needed in private tuition to cover costs of educational placements per CSE decisions and IEP mandates. Funds are needed in supplies to cover costs of Special Education classroom supplies to support safety of students.

**Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 7-0, to approve Agenda Items numbered B.1 – B.12, Addendum B.1 (iii) and B.13**

### **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 March 1, 2018, March 9, 2018, March 12, 2018, March 14, 2018, March 15, 2018 and March 19, 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 February 6, 2018, March 5, 2018, March 19, 2018 and March 26, 2018.
- C&I.3** Recommendation to approve Greg Wasserman to attend the New York State Association for College Admission Counseling 2018 Conference at Marist College in Poughkeepsie, New York from June 6 through 8, 2018 at an estimated cost to the district of \$590.00.
- C&I.4** Recommendation to approve 7 students and 5 chaperones from the Forensics Club to attend the Forensics National Tournament in Washington, DC from May 24 through 28, 2018 at an estimated cost to the district of \$14,705.00. [Total cost of trip: \$16,625.00 student contribution (including fundraising) \$1,920.00(12%); district contribution \$14,705.00(88%).]
- C&I.5** Recommendation to approve Jennifer DiPietro to attend the Code Org Spring Facilitator Training in Chicago, Illinois from May 11 through 14, 2018 at an estimated cost to the district of \$398.00.
- C&I.6** Recommendation to approve 8 students and 2 chaperones from the Boys' Varsity Track Team to attend The Penn Relays in Philadelphia, Pennsylvania from April 27 through 28, 2018 at an estimated cost to the district of \$3,255.20.

**C&I.7** Recommendation to approve Jennifer Sheehan to attend the National Chinese Language Conference in Salt Lake City, Utah from May 17 through 19, 2018 at no cost to the district. The estimated cost of \$1,907.67 will be paid through the Confucius Grant.

**C&I.8** Recommendation to approve Huichee Yeh to attend the National Chinese Language Conference in Salt Lake City, Utah from May 17 through 19, 2018 at no cost to the district. The estimated cost of \$1,908.79 will be paid through the Confucius Grant.

**C&I.9** Recommendation to approve Elizabeth Brown to attend New York State Association for College Admission Counseling 2018 Conference at Marist College in Poughkeepsie, New York from June 6 through 8, 2018 at an estimated cost to the district of \$590.00.

**C&I.10** Recommendation to approve 49 students and 5 chaperones from the DECA Club to attend the DECA State Conference in Rochester, New York from March 7 through 9, 2018 at an estimated cost to the district of ~~\$21,767.80~~ \$31,035.88. [Total cost of trip: ~~\$43,758.00~~ \$53,026.08. Student contribution (including fundraising): \$21,990.20; district contribution: ~~\$21,767.80~~ \$31,035.88.] *Trip approved at the December 14, 2017 Board of Education meeting, Item C&I.7.*

**Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 7-0, to approve Agenda Items numbered C&I.1 - C&I.10**

#### **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 15, 2018: Nominee(s): Meryl Waxman Ben-Levy, President and Clifford Saffron, Vice President.

**BOE.2** **Taken out of order moved by Mr. Saffron, seconded by Mr. Litvack, carried by a vote of 7-0**

**BOE.3** **BE IT RESOLVED**, that the Board herewith authorizes a Pre-Determination Settlement Agreement, Release and Stipulation of Discontinuance between the Board and a former civil service employee. The Board has previously reviewed said Agreement in Executive Session.

**BE IT FURTHER RESOLVED**, that the Board authorizes the Board President to execute the Agreement and Stipulation of Settlement and Release.

**BOE.4** **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 2018-2019 school year in the amount of \$21,962,652.00.

**[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, 2018 from the candidates so nominated, Susan Bergtraum, Martin R. Kaye and Michael Weinick.

**BOE.5 WHEREAS**, the Board of Education of the Roslyn Union Free School District desires to embark upon a capital improvement project to completely refinish the Roslyn Middle School gym floor (hereinafter referred to as the “Project”); and

**WHEREAS**, said capital improvement Project is subject to classification under the State Environmental Quality Review Act (SEQRA); and

**WHEREAS**, maintenance or repairs involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(1)); and

**WHEREAS**, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(2)); and

**WHEREAS**, routine activities such as renovations to, or expansions of existing public school facilities by less than 10,000 square feet are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5(c)(8)); and

**WHEREAS**, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under the SEQRA; and

**WHEREAS**, the Board of Education, as the only involved agency, has examined all information related to the above-referenced capital improvement Project, and has determined that the above-referenced capital improvement Project is classified as a Type II Action pursuant to Section 617.5 (c)(1), (2) and (8) of the SEQR Regulations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education hereby declares itself lead agency in connection with the requirements of the State

Environmental Quality Review Act; and

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that the above-referenced capital improvement Project is a Type II action which requires no further review under the SEQRA; and

**BE IT FURTHER RESOLVED**, that the Board of Education shall hereby forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed Project from the New York State Education Department.

**Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 7-0, to approve Agenda Items BOE.1, BOE.3 – BOE.5, BOE.2 moved to the discussion items for approval.**

**Ms. Ben-Levy received a thank you from Susan Bergtraum, Trustee Nassau County BOCES, for nominating her and the support she has received from Roslyn.**

**Public Comments #2**

No comments.

**Adjournment**

**There being no further business to come before the Board of Education Dr. Valauri moved, seconded by Mr. Dubner, carried by a vote of 7-0, to adjourn at 8:36 p.m.**

**Respectfully submitted,**

*Nancy Carney Jones*  
**Nancy Carney Jones**  
**District Clerk**