

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

**Tuesday, July 6, 2017**

**5:00 P.M.**

**East Hills School – Cafeteria**

**MINUTES**

Meryl W. Ben-Levy, President  
David Dubner  
Adam Haber  
Steven Litvack  
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
Nancy Carney Jones	District Clerk
Carrie Anne Tondo	School Attorney

**ABSENT**

Clifford Saffron, Vice President  
David Seinfeld

**5:00 P.M. - Board of Education Meeting**

**Dr. Valauri moved, seconded by Mr. Litvack to reconvene to the Business Meeting of the Board of Education, carried by a vote of Vote 5-0 (Messrs. Saffron and Seinfeld absent) at 5:17 p.m.**

Recommendation to accept the Claims Audit Report for the month(s) of May 2017 and June 2017

**Mr. Litvack moved, seconded by Mr. Dubner, carried by a vote of 5-0 (Messrs. Saffron and Seinfeld absent), to accept the Claims Auditors Report for May 2017 and June 2017.**

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

Ms. Ben-Levy commented on the board retreat that the Board members and Administration attended today. The Board and Administration created and approved goals for the 2017-2018 school year. The retreat included discussions on security, school safety, construction, IDA, procurement, and property acquisition. Ms. Ben-Levy stated the board found the discussions illuminating and very valuable to help make them better board members.

### **Superintendent's Comments**

Ms. Brown updated the Board on the subcommittee meeting that was held on June 30, 2017 to discuss the Harbor Hill fields. After a review of the plans and the property a decision was made to update the design of the fields. To accommodate the needs of the district and community the fields will include a little league field, a softball field, a High School size lacrosse/soccer field and two (2) U11 soccer fields. Ms. Brown commented that the reconfiguration of the fields will be very useful for our community.

Ms. Ben-Levy thanked the board members who served on the subcommittee.

### **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 BE IT RESOLVED**, that the Board of Education hereby approves an amendment to the Superintendent's contract between the Board of Education and Superintendent Allison Brown in the form attached hereto; and

**BE IT FURTHER RESOLVED** that the Board of Education authorizes the Board president to execute said Amendment on behalf of the Board of Education.

**Addendum**

**P.1 Professional**

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
6	Michelle Hazen	Resignation	Teacher	HTS		6/30/17 (last day in position)		
7	Barbara Pelletieri & Cecily Lawrence	Appointment, Co-Advisors	Asian Cultural Exchange Club(ACE)	HS	9/1/17	6/30/18		Per RTA Contract
8	Jolene Grgas-Segal	Appointment	Women's Empowerment Club (Jane)	HS	9/1/17	6/30/18		Per RTA Contract
9	Cindy Bloom	Probationary Appointment	Special Education (M. Braun)		9/1/17	Prob. Ends 8/31/20*, **, ***	Special Education	Students w/Disabilities 7-12 & Math 7-12 (prof), BA/Step 1, Per RTA Contract

\* *Reduced probationary period contingent upon receipt of final composite effectiveness score for the 2016-17 school year.*

\*\* *This individual must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years*

\*\*\* *Placement subject to verification of education and employment.*

**Mr. Litvack moved, seconded by Dr. Valauri, and carried by a vote of 5-0, (Messrs. Saffron and Seinfeld absent) to approve Agenda Items numbered P.1 - P.3 Addendum P.1**

**Mr. Dragone called from the floor to amend agenda item B.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: The Omni Group  
 Services: Third Party Administration of the school district's 403b annuities for the 2017-18 school year  
 Fees: Total estimated to be \$10,989.00
- (ii) Contractor: Harris School Solutions (a division of Capital Computer Associates, Inc.)  
 Services: Wincap annual support and maintenance for the 2017-18 school year  
 Fees: Total estimated to be \$37,147.72
- (iii) Contractor: Herricks School District  
 Services: District of Location Special Education Services for IEP service requirements for one student residing in Roslyn attending private school in Herricks for 2016-2017  
 Fees: Total estimated - \$9,500.00

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

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

<u>FROM BUDGET CODE</u>	<u>TO BUDGET CODE</u>	<u>AMOUNT</u>
9060-800-03-9000-303	9901-930-03-9000-303	\$60,000.00
Medical Insurance Admin	Transfer to the School Lunch	
	<b>Subtotal</b>	<b>\$60,000.00</b>

REASON FOR TRANSFER REQUEST: To cover anticipated loss in the School Lunch Fund, partly from the transfer of benefits cost from the General Fund.

**B.4.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with W.J. Northridge, Inc. in the amount of \$15,714.09 which will increase purchase order H16-00019 in account code H1620.293.03.1602

W.J. Northridge, Inc. (Bus GC-003) for the cost to provide labor and materials to remove four sanitary pools that were discovered during construction and found on old drawings in our archives. The original estimate was based on a 20% upcharge for the subcontractor's portion which was the maximum that would have been spent if we had to remove these pools one at a time. That was not necessary. (This was first presented to the Board of Education as a Pending Change Order on April 6, 2017 (item # B13a) with an estimated cost of \$20,000.)

**B.5.** Recommendation to approve a payment in the amount of \$35,094.80 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 5/31/2017.

**B.6.** 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 #
\$3,500.00	DW Reimbursables	2110-201-03-1502	H15-00015	22
\$10,000.00	EH Reimbursables	2110-201-04-1504	H15-00015	22
\$1,228.00	Hts. Reimbursables	2110-201-06-1506	H15-00015	22
\$13,000.00	HH Reimbursables	2110-201-07-1507	H15-00015	22
\$30,000.00	HS Reimbursables	2110-201-08-1508	H15-00015	22

**B.7.** Recommendation by Jessica Kemler, Harbor Hill Principal, to declare as surplus the following items that are broken and non-repairable, have no value and will be scrapped.

- Williams Grand Electric Piano (will not turn on)
- Kimball Spinnet (cracked pinblock)

**Addendum**

**B.8.** BID: Transportation – Coach Bus Service-Athletic, Field Trips, & Other Events 2017/2018 #17/18-65

Bid Advertised – June 26, 2017

Bid Mailed – June 26, 2017

Number of Invitation to bid mailed – 6

Bid opened – July 5, 2017

Number of bids received - 1

Recommendation: That award based on low cost satisfactorily meeting specifications is made as follows:

**Company:** McCarney Ent. Inc., 991 Station Road, Bellport, NY 11713

**Trip 1: Camp Taconic**

Each Bus \$3,100.00

For (3) Buses \$9,300.00

**Trip 2: Syracuse, NY**

Each Bus \$5,800.00

For (3) Buses \$17,400.00

**Trip 3: Disneyworld, Orlando, FL**

Each Bus \$15,800.00

For (3) Buses \$47,400.00

**Trip 4: DECA, Rochester, NY**

\$5,800.00

**Trip 5: Science Dept., Six Flags**

Each Bus \$1,750.00

For (6) Buses \$8,750.00

**Trip 6: Music Dept., Six Flags**

Each Bus \$1,850.00

For (2) Buses	\$3,700.00	
<b>Total Base Bid A:</b>	<b>Trips 1-6</b>	<b>\$92,350.00</b>
<b>Trip 7:</b> Additional Daily	\$1,400.00	
Additional Hourly	\$200.00	
<b>Trip 8:</b> Overnight	\$1,450.00	
Additional Hourly	\$250.00	
<b>Total Base Bid B:</b>	<b>Trips 7-8</b>	<b>\$2,850.00</b>
<b>Grand Total Base Bid A &amp; B:</b>		<b>\$95,200.00</b>

Estimated total cost is within the 2017-2018 budget.

The Board entered into a discussion on a cooperative approach to bus rentals for future trips. The issue of one bid received was also discussed.

**B.9.** 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 #
\$15,000.00	Hts Professional Services	2110-201-06-1506	H15-00015	23
\$15,000.00	HH Professional Services	2110-201-07-1507	H15-00015	23
\$35,000.00	HS Professional Services	2110-201-08-1508	H15-00015	23

**Mr. Litvack moved, seconded by Mr. Haber, carried by a vote of 5-0, (Messrs. Saffron and Seinfeld absent) to approve Agenda Items numbered B.1, B.2 (as amended) B.3 – B.7, Addenda B.8 and B.9**

**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 June 6, 2017.

**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 March 3, 2017, March 24, 2017, April 3, 2017, April 5, 2017, April 6, 2017, April 20, 2017, April 26, 2017, May 1, 2017, May 2, 2017, May 9, 2017, May 10, 2017, May 12, 2017, May 17, 2017, May 24, 2017 and June 14, 2017.

**Addendum**

**C&I.3** Recommendation to approve 104 students and 11 chaperones from the Marching Band to attend Marching Band Camp in Hinsdale, Massachusetts from August 14 through 20, 2017 at an estimated cost to the district of ~~\$50,477.00~~ **\$52,909.00**. [Total cost of trip is ~~\$99,871.00~~ **\$109,743.00**; Student contribution: ~~\$49,394.00~~ **\$56,834.00 (52%)**; District contribution: ~~\$50,477.00~~ **\$52,909.00 (48%)**. ~~The cost of the trip does not include the bus transportation cost.~~ (Originally approved on June 27, 2017 Item #**C&I.7**)

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

**BOARD OF EDUCATION:**

**BOE.1 Recommendation** to approve Allison Brown's attendance at the New York State Council of School Superintendents (NYSCOSS) 2017 Fall Leadership Summit in Saratoga Springs, NY from September 23 through September 26, 2017 at an estimated cost to the district of \$1,802.

**BOE.2 Recommendation** to approve Allison Brown's attendance at the New York State Council of School Superintendents (NYSCOSS) 2018 Winter Institute at the Albany Capital Center in Albany, NY from March 4 through March 7, 2018 at an estimated cost to the district of \$1,800.

**Addendum**

**BOE.3 RESOLVED** that the following Board of Education Goals for the 2017-2018 school year be adopted. (**Attachment BOE.3**)

**Mr. Litvack moved, seconded by Mr. Dubner and carried by a vote of 5-0, (Messrs. Saffron and Seinfeld absent) to approve Agenda Item BOE.1 – BOE.2, Addendum BOE.3**

**Public Comments #2**

No public comments.

**Adjournment**

**There being no further business to come before the Board of Education**

**Dr. Valauri moved, seconded by Mr. Litvack, and carried by a vote of 5-0, (Messrs. Saffron and Seinfeld absent) to adjourn at 5:32 p.m.**

**Respectfully submitted,**

*Nancy Carney Jones*

**Nancy Carney Jones  
District Clerk**