

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

Tuesday, December 5, 2017

6:45 A.M.

ADMINISTRATION BUILDING

Minutes

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
David Dubner
Adam Haber
Steven Litvack
David Seinfeld left the meeting at 7:29 a.m.
Bruce G. Valauri left the meeting at 7:20 a.m.

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

ABSENT

Vincent Yao	Student Delegate
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The Board convened in Public Session in the office of the Superintendent at 6:48 a.m.

6:45 a.m. - Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the October 2017 Claims Audit Report

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to accept the Claims Auditors Report for October 2017.

Board President's Comments

Ms. Ben-Levy thanked the members of the Board of Education for their availability to attend the meeting so early this morning.

Ms. Ben-Levy had the privilege of attending the High School Sports Awards and spoke about the amazing student athletes in the District. In addition, the Middle School Chorale performed the National Anthem at MetLife Stadium on Sunday, December 3, 2017 before the Jet's game and did an incredible job. Ms. Ben-Levy asked that the video of the students be shown at the next board meeting.

Superintendent's Comments

Ms. Brown had no comments.

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)**

Dr. Valauri moved, seconded by Mr. Litvack, and carried by a vote of 7-0, to approve Agenda Items numbered P.1 - 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: Roslyn Neighborhood Corporation
Services: Use of 1 room at Heights for Roslyn After School Program for the period of 7/1/17 thru 6/30/18
Fees: \$1,242.22 for school year – Roslyn to receive

Recommendation to **amend** the following contract (ii) which was approved by the Board of Education on February 2, 2017 (item B.1. (ii)):

- (ii) **Original**
Contractor: Eden II/Genesis School
Services: Instructional and related services for one student for the period from February 6, 2017 thru June 23, 2017(as per CSE)
Fees: \$43,963.00 for the 10 month tuition period.
Total estimated to be \$21,981.50 (prorated)
\$23,439.00 for the 1:1 aide 10 month period
Total estimated to be \$11,719.50 (prorated)
Total Agreement to be \$33,701.00

- (ii) **Revised**
Contractor: Eden II/Genesis School
Services: Instructional and related services for one student for the period from February 6, 2017 thru June 23, 2017(as per CSE)
Fees: \$43,963.00 for the 10 month tuition period.
Total estimated to be \$8,792.60 (prorated for February 6, 2017 through March 31, 2017)
\$23,439.00 for the 1:1 aide 10 month period
Total estimated to be \$4,781.52 (prorated for February 6, 2017 through March, 31, 2017)
Related services for the period February 6, 2017 through June 23, 2017 estimated to be \$54,529.00
Total Agreement to be \$68,103.12

Recommendation to **amend** the following contract (iii) which was approved by the Board of Education on June 27, 2017 (item B.1. (xiii)):

- (iii) **Original**
Contractor: Harmony Heights **Residential**
Services: Instructional and related services for one student for the 2017-18 summer and school year
Fees: \$4,807.00 for summer tuition
\$13,261.80 summer maintenance daily rate (\$213.90 x 62

days)
 \$28,843.00 - 10-month program tuition
 Total estimated to be \$46,911.80

(iii) Revised

Contractor: Harmony Heights **Residential**
 Services: Instructional and related services for one student for the 2017-18 summer and two students for the school year
 Fees: \$4,807.00 for summer tuition
 \$13,266.14 summer maintenance daily rate (\$213.97 x 62 days)
 \$28,843.00 - 10-month program tuition per student
 Total estimated to be \$75,759.14

Contractor: Harmony Heights **Day**
 Services: Instructional and related services for one student for the 2017-18 summer
 Fees: \$3,044.46 for summer tuition (prorated for July 26, 2017 through August 18, 2017)
 Total estimated to be \$3,044.46

Recommendation to **amend** the following contract (iv) which was approved by the Board of Education on June 27, 2017 (item B.34. (18)):

(iv) PBS Consulting & Psychological Resources, PC, 68 Oakdale Road, Centerport, NY 11721 Phone 631-262-8561 Fax 631-261-6052. Contact: Darlene Magnito-McLaughlin Email: billing@positivebehavior.org
 Total Estimated to be ~~\$281,000~~ \$321,300 (\$6,000 for summer, ~~\$275,000~~ \$315,300 for school year)

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>
5510-210-03-9000-510	Transportation Buses	<u>\$14,326.07</u>
	Subtotal	\$14,326.07
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
9785-600-03-9000-303	Principal	\$13,128.68
9785-700-03-9000-303	Interest	<u>\$ 1,197.39</u>
	Subtotal	\$14,326.07

REASON FOR TRANSFER REQUEST: Transfer appropriated funds between Budget Codes. Since we budget for the purchase of the buses under 5510.210 to make transparent our intentions, but now we have entered into a lease purchase

agreement with Key Government Finance, Inc. to finance this purchase over 5 years. (3 of the 5 Buses) Approved by the BOE 08/24/2017 Item B.2.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2110-200-09-1800-901	TCHG EQUIP MS MATH	<u>\$39,112.00</u>
	Subtotal	\$39,112.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2630-490-03-9000-311	COMPUTER HARDWARE	<u>\$39,112.00</u>
	Subtotal	\$39,112.00

REASON FOR TRANSFER REQUEST: Entire Grade Level Calculator Purchase.

B.5. 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 #
\$1,442.00	New Bus Facility Reimbs.	2110-201-03-1502	H15-00015	28
\$200.00	EH Reimbursements	2110-201-03-1504	H15-00015	28
\$9,900.00	HTS Reimbursements	2110-201-06-1506	H15-00015	28
\$7,800.00	HH Reimbursements	2110-201-07-1507	H15-00015	28
\$31,000.00	HS Reimbursements	2110-201-07-1508	H15-00015	28
\$26.00	MS Reimbursements	2110-201-08-1509	H15-00015	28

B.6. Recommendation to approve the following payment to KG&D Architects for professional services rendered to the district and reimbursable expenses pertaining to capital improvements 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 #S	Inv #
\$53.71	HTS Reimbursements	2110-245-06-1506	H15-00014	20
\$6,273.43	HH Reimbursements	2110-245-07-1507	H15-00014	32
\$23,513.88	HS Reimbursements	2110-245-08-1508	H15-00014	33
\$9,382.50	New Bus Facility Reimbs.	2110-245-03-1502	H15-00014	38

B.7. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Relle Electric, Inc. in the amount of **\$3,171.41** which will increase purchase order H16-00018 in account code H1620.296.04.1604

Relle Electric, Inc. (EH EC-003) for all additional costs required to tie in the new

Security Windows to FACP System – including all Labor, Equipment and Material and sub-contractor Simplex Grinnell for programming and admin fees. This was first presented to the Board of Education as a Pending Change Order on 2/2/17, Item B10A, at an estimated cost of \$3,200.

- B.8.** Recommendation to approve 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; 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.

HH Mechanical Contract PCO#7: JNS, Inc. Proposed Change Order #7 (Harbor Hill) in the amount of approximately **\$14,000** in order to Furnish and install additional RTU-1 ductwork as per Barile Gallagher Engineers in response to JNS RFI-23 in conjunction with placement of subject unit on dunnage steel in lieu of provided unit curb

- B.9.** Recommendation to approve 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; 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.

HH Mechanical Contract PCO#8: JNS, Inc. Proposed Change Order #8 (Harbor Hill) in the amount of approximately **\$9,000** in order to furnish and install additional ERV-2 ductwork as per Barile Gallagher Engineers in response to JNS RFI-23 in conjunction with placement of subject unit on dunnage steel in lieu of provided unit curb.

- B.10.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Palace Electric in the amount of **\$16,130** and therefore increase the purchase order to Maccarone Plumbing H18-00008 in account code H-1620-296-06-1506.

Palace Electrical Contractors, Inc. (HTS EC-001) represents the cost to provide labor and material to install a Six (6) strand Multimode Fiber Optic cable, terminate and test as requested by our IT Department head Jason Lopez. This was first presented to the Board of Education as a pending change order in the estimated amount of \$16,200 as item B12 on the agenda of 10/19/17.

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

MS GC PCO#33: W. J. Northridge Proposed Change Orders #33 (Middle School) as a credit in the amount of (\$32,003.00) for all labor and materials for the deleted NCDPW right of way road work and the remaining unused Special Provisions Labor Allowance. Park East Constructions Corp. along with KG&D Architects have reviewed the proposal and find it to be fair based on the scope of the deleted work. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signatures.

B.12. Recommendation to approve a pending credit change order as indicated below.

BUS GC PCO#34: W. J. Northridge Proposed Change Orders #34 (New Bus Garage) as a credit in the amount of (\$38,697.00) for all labor and materials for Swale installation, Plumbing scope associated with excavation for sanitary piping, Lube Cubes, Toilet Room Floor Tile, Concrete Curb/wall installation, Planting Allowance and Unused Special Provisions Labor Allowance. Park East Constructions Corp. along with KG&D Architects have reviewed the proposal and find it to be fair based on the scope of the deleted work. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signatures.

B.13. Recommendation to approve a pending credit change order as indicated below.

EH GC PCO#35: W. J. Northridge Proposed Change Orders #35 (East Hills) as a credit in the amount of (\$56,148.00) for all labor and materials for Corridor wall opening at Library, Chain link gates at parent drop off, Deleted NCDPW right of way road work and Unused Special Provisions Labor Allowance. Park East Constructions Corp. along with KG&D Architects have reviewed the proposal and find it to be fair based on the scope of the deleted work. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signatures.

B.14. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Ambrosio & Company, Inc. in the amount of **\$4,839.00** which will increase purchase order H17-00012 in account code H1620.295.07.1607

Ambrosio (HH PC-002) represents the cost to provide labor and material to replace the existing under slab storm drain piping at the library. This was first presented to the Board of Education as a pending change order as a not to exceed amount with verification of time and material required in the estimated amount of \$5,000 as item B11 on the agenda of 10/19/17.

B.15. Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Ambrosio & Company, Inc. in the amount of **\$8,000.00** which will increase purchase order H17-00012 in account code H1620.295.07.1607

Ambrosio (HH PC-003) represents the cost to provide labor and material to investigate the existing under slab storm drain piping at the library in an attempt to find

the source of the leak. This was first presented to the Board of Education as a pending change order as a not to exceed amount with verification of time and material required in the estimated amount of \$8,000 as item B11 on the agenda of 9/7/17.

B.16. Recommendation to approve a pending credit change order as indicated below.

HS General Construction PCO#49: Stalco Proposed Change Order #49 (High School) for credit in the amount of (\$4,667.75) for not installing the specified paving stones and installation of concrete for the Library patio. Park East Construction Corp. along with KG&D Architects have reviewed the proposals and find them to be fair based on the deleted scope of work. Upon verification and approval the office of KG&D Architects will create a formal change order and forward for signatures.

B.17. Recommendation to approve a pending credit change order as indicated below.

HS General Construction PCO#50: Stalco Proposed Change Order #50 (High School) for credit in the amount of (\$5,677.88) for the sealcoating and line striping that were not completed at the rear lot as per our request. Park East Construction Corp. along with KG&D Architects have reviewed the proposals and find them to be fair based on the deleted scope of work. Upon verification and approval the office of KG&D Architects will create a formal change order and forward for signatures.

B.18. WHEREAS, effective January 1, 2013, Roslyn Union Free School District ("Corporation") adopted the Roslyn Union Free School District Flexible Benefit Plan ("Plan") for the benefit of its employees; and

WHEREAS, pursuant to Section 8.1 of the Plan, the Corporation may amend the Plan at any time by an instrument in writing.

NOW THEREFORE, BE IT RESOLVED, that the Plan is hereby amended and restated effective January 1, 2018 as an employee welfare benefit plan to be maintained by the Corporation pursuant to Section 125 of the Internal Revenue Code, and that a copy of the plan document, as amended and restated, be attached to these resolutions; and be it further

RESOLVED, that the proper officers of the corporation are authorized to execute the amended and restated Plan, to receive employee contributions and pay benefits as provided therein, and to do every other act or thing necessary or proper to meet and comply with the obligations of the Corporation as therein provided and to carry these resolutions into full force and effect, and to direct counsel to take such action as may be necessary to satisfy any applicable requirements of law. **(Attachment B.18.)**

B.19. Supply and Deliver Sensory Room Equipment at Harbor Hill #17/18-17

Bid Mailed – November 10, 2017
Bid advertised – November 10, 2017
Bid opened – November 29, 2017
Number of Invitations to bid mailed - 17
Number of bids received - 2

Recommendation: That, award based on low cost satisfactorily meeting specifications be made to FlagHouse Inc. 601 FlagHouse Drive, Hasbrouck Heights, NJ 07604

2017-2018 Budget

Sensory Room Equipment or equal

ITEM	EQUIPMENT	ITEM NUMBER	PRICE
1	Fiber optic spray - light source/200 strand spray as Southpaw w 403500 or equal	8430 /	1015.00
2	Crash pit steps as Southpaw 44400 or equal	NO BID	NO BID
3	Togo T-Stool (small disc light spring) as Southpaw 154000B or equal	NO BID	NO BID
4	Bean Bag Chair - Royal Blue as Southpaw 5806-RB or equal	40216NAV	143.00
5	Sensory Tactile Set as Southpaw or equal	9490	48.00
6	Wood backed mirror 36" x 60" as Southpaw 303105 or equal	39019VA	389.00
7	SpaScenter or equal	35400	45.00
8	Reusable Aroma Pads or equal	34345	4.95
9	"Cushioned bubble tube base 40"" quadrant must fit FlagHouse #41687 or equal"	41742	1329.00
10	Solar 250 LED Projector as Southpaw 41844 or equal	41844	995.00
11	Magnetic Wheel Rotator as Southpaw 203408 or equal	42171	129.00
12	Solar Effect Wheel -Safari or equal	39041MAG	83.75
13	Solar Effect Wheel -Multicolored or equal	31053MAG	83.75
14	Solar Effect Wheel - Forest or equal	8477MAG	83.75
15	Fitball - Softmeds-Yellow or equal	14890	14.50
16	Fitball - Softmeds -Red or equal	14898	16.75
17	Fitball - Softmeds -Blue or equal	14902	21.00
18	Fitball - Softmeds -Black or equal	14906	22.25
19	Dressing Vests Set as FlagHouse L4 135 or equal	4135	100.00
20	enclosure for light spray as FlagHouse or equal	32401	259.00
21	T-Wall 16 as Motion Fitness TWALL-16-FIX or equal	NO BID	NO BID
TOTAL (including delivery)			\$ 4782.70

B.20. Recommendation to approve a revision to the Cooperative Transportation Contract Extensions for 2017-2018 which were approved on June 27, 2017 (item B.22) to include two additional children traveling via Dell Transportation to All Saints School beginning on December 1, 2017, at a monthly cost of \$966.56 per student.

B.21. Recommendation to approve the following Actual Non-Resident Tuition Rates for the 2016-17 school year and the Estimated Rates for 2018-19 as calculated by NYSED.

		Actual 2016-17	Tentative 2018-19
Students with Disabilities Full Time	Grades K-6	\$94,961	\$104,043
Students with Disabilities Full Time	Grades 7-12	\$99,014	\$108,529

B.22. Recommendation by Craig Johanson, Middle School Principal, to declare as surplus the following items which have been deemed inoperable and non-repairable, so therefore obsolete. **(Attachment B.22.)**

- Middle School Main Office folding machine, model no. Duplo DF-920. (Roslyn Ticket Number 20082221, Serial Number 50900526)
- Middle School Music Department risers (5). (Roslyn Ticket Numbers 20082230 through 20082234)

B.23. Recommendation by Michael Brostowski, Director of Health, Physical Education, and Athletics, to declare as surplus the following item which no longer serves its function and is non-repairable. **(Attachment B.23.)**

- Middle School ice machine. (Roslyn UFSD Asset Tag Number 301354, Property of Roslyn UFSD Asset Tag Number 20082332)

B.24. Recommendation that, pursuant to receipt of a refund in the amount of \$750 from Double Tree Hotels, the Board of Education hereby accepts the money for deposit to the HIGH SCHOOL TRIPS Fund (TA 085.11). The refund is to compensate the Marching Band for having to wait for their rooms to be ready after the scheduled check-in time during their trip to Syracuse in October, 2017.

Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 7-0, to approve Agenda Items numbered B.1 – B.24.

BOARD OF EDUCATION:

BOE.1 Recommendation to conduct the *second* reading of Board of Education Policy 5100 Student Attendance. **(Attachment BOE.1)**

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

Public Comments #2

No comments.

EXECUTIVE SESSION

Mr. Saffron moved, seconded by Mr. Dubner, and carried by a vote of 7-0, to adjourn into executive session at 6:54 a.m. to discuss a legal matter.

Mr. Dubner moved, seconded by Mr. Litvack, carried by a vote of 5-0, (Dr. Valauri and Mr. Seinfeld had left the meeting) to return to the public session at 7:30 a.m.

Adjournment

There being no further business to come before the Board of Education Mr. Dubner moved, seconded by Mr. Litvack, carried by a vote of 5-0, (Dr. Valauri and Mr. Seinfeld had left the meeting) to adjourn at 7:31 a.m.

Respectfully submitted,

Nancy Carney Jones
Nancy Carney Jones
District Clerk