

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

Thursday, December 14, 2017

8:00 P.M.

Roslyn High School – Cafeteria

Minutes

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
David Dubner
Adam Haber
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

Steven Litvack

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. Litvack absent) 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 8:05 p.m. The Board reconvened in Public Session in the High School Cafeteria at 8:14 p.m.

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recognition: Middle School Chorale Students

The Board of Education recognized the members of the Middle School Chorale for their recent performance of the National Anthem at the New York Jets' game held at the MetLife Stadium on December 5, 2017.

Ms. Ben-Levy and Ms. Brown thanked the chorale group and their instructor Ms. Feinman for representing the District with their outstanding performance. They expressed their pride at watching the students perform the National Anthem. Ms. Brown thanked Mr. Craig Johanson, Middle School Principal for pursuing this opportunity.

A video of the performance was shown at the meeting and the students then performed live.

On behalf of the Board of Education, the following students were presented with certificates of achievement and "Bulldog" pins:

Ariana Arken	Daniel Liu
Sophia Barber	Alicia Lukose
Emme Baum	Hailey Marguiles
Ron Behiri	Isabella Masciangelo
Jaiden Berger	Simone Mashaal
Lanie Bishop	Jack May
Jordyn Brandman	Liam McHugh
Macie Cohen	Kate McTigue
Andrew Defrin	Olivia Mineroff
Julianna DiBartolomeo	Daniella Pergament
Cary Drucker	Max Rubrum-Schaffhauser
Isabella Dubner	Arianna Santos
Samantha Edelman	Lior Schwartz
Owen Edelstein	Shayna Schwartz
David Fried	Steven Schwartz
Sophie Gerson	Tyler Turetsky
Saydie Grossman	Jacqueline Verde
Jonathan Gueta	Alexa Weinberger
Natalia Hakimi	Sophie Weisman
Madeleine Knopf	Jennifer Wink
Matthew Kohen	Samara Yadegari
Natalie Lee	

Recommendation to accept the Treasurer's Report for September 2017 (**Attachment T1**) and October 2017 (**Attachment T2**) along with a request to "Write-Off" two stale checks that were each issued at least six months ago (**Attachment T3**)

Ms. Gillespie presented and discussed the Treasurer's Reports for September 2017, October 2017 and the Write-Off report.

Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 6-0, (Mr. Litvack absent) to accept the Treasurer's Report for September 2017 and October 2017 and the Write-Off request.

Recommendation to accept the minutes from the following meeting(s):

November 16, 2017

December 5, 2017

Mr. Saffron moved, seconded by Mr. Seinfeld, carried by a vote of 6-0, (Mr. Litvack absent) to accept the minutes for November 16, 2017 And December 5, 2017.

Board President's Comments

Ms. Ben-Levy expressed her gratitude to the students and parents of the Middle School Chorale for this evening's performance. She commented on the wonderful concerts, holiday, and year end festivities around the District.

Superintendent's Comments

Ms. Brown spoke of her excitement in sharing the presentation of 21st Century Learning currently happening in the High School with the Board.

Student Delegate's Comments

Mr. Yao, OCC President, announced that the student government has been working on the annual candy cane sale this past week. The proceeds from this sale will be donated to either a hurricane relief organization or to help with the recent California wild fires. Planning for the annual Clash of the Classes has begun by nominating chair people for the various committees.

Discussion Item:

1. 21st Century Learning at Roslyn High School

Mr. Reiff, English Department, Ms. DiPietro, Business Education Department, and Mr. Ciavarella, Math Department, presented a PowerPoint presentation *21st Century Learning* on the District's approach to teaching collaboration, problem solving skills, critical thinking, and creativity.

The three educators collaborated to present opportunities in computer science to our students. The computer science program began in 2008 with the first class offered, Intro to Java. Today, the classes currently offered include Intro to Java, AP Computer Science A, AP Computer Science Principles and App Inventor. The goal of these classes is prepare our students for the future.

The following students spoke about their experiences with the computer science classes and their exposure to coding opportunities the District has made available to

them: Taylor Bracone, Harris Miller, Sarah Pethani, Dan Robbins, Justin Schiavo and Jeffrey Yu. In addition to their classes, the students spoke about the recently formed Code Club. The club offers a coding class on the first Friday of the month at the Bryant Library. The club also recently hosted a Local Hack Day where students came together for 12 hours to share and collaborate on programming ideas. Two of the students, Sarah Pethani and Jeffrey Yu, announced they recently won the Congressional App Challenge. The students credited their teachers with expanding their knowledge of coding. The teachers and students expressed their excitement for additional educational opportunities to continue the advancement of the District's 21st Century Learning.

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	Tenure Area	Certification Class / Step Salary
17	Francine ChajECKi-DeAgresta	Substitute Appointment	Per Diem Substitute Teaching Assistant		12/18/17	6/30/18		\$100/day
18	Joanne Day	Substitute Appointment	Per Diem Substitute Teacher		12/18/17	6/30/18		\$130/day
19	Rosann Brodley	Appointment	ABA/SC Planning Teaching Asst. (not to exceed 4 hrs/mo)	HTS	12/18/17	6/30/18		Per RPA Contract, employees' hourly rate
20	Laura Sullivan	Substitute Appointment	IPG Substitute Teacher	HH	12/18/17	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	J. Robin Shea	Part-Time Appointment	.6 Sr. Account Clerk		p/t	Admin	On or about 1/4/18*		Grade 10 / Step 5, per RESA Contract
5	Robert Taylor	Part-Time Appointment	P/T Bus Driver	Non-Comp	p/t	Bus Garage	On or about 1/8/18*		\$20.50/hour
6	Richard Verteramo	Appointment	Monitor	Non-Comp	p/t	HTS	On or about 1/8/18*		\$15.25/hour, per RPA Contract

**Pending Civil Service Approval*

Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 6-0, (Mr. Litvack absent) to approve Agenda Items numbered P.1 - P.3, Addenda 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) Contractor: Mill Neck Services.
Services: Sign Language Interpretation Services for the period of July 1, 2017 through June 30, 2018

Fees: Total estimated to be \$44,132.00
(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (ii) which was approved by the Board of Education on June 27, 2017 (item B.34. (12)):

- (ii) Horizon Healthcare, 20 Jerusalem Avenue-Third floor, Hicksville, NY 11801. Phone: 516-326-2020 x217 Fax 516-358-2828. Contact: Tina Longo Email: tlongo@hstaff.com

Total Estimated to be ~~\$6,000~~ \$71,000.00 (\$1,000 for Summer and ~~\$5,000~~ \$70,000.00 for School Year)

Substitute nursing

RN: (health office, school trip) \$47.50/hour

RN: 1:1 skilled nursing: \$48/hour

LPN: \$38.50/hour

CNA: \$21/hour

- B.2.** Recommendation to approve Capital Budget Appropriation Transfers as per attached. (**Attachment B.2.**)
- B.3.** Recommendation to approve a payment in the amount of \$14,730.35 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 10/31/2017.
- 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 **\$23,209.95** which will increase purchase order H16-00019 in account code H1620.293.03.1602

W.J. Northridge, Inc. (Bus GC-002) for the cost to provide labor and materials for soil remediation test holes and footing placement – to excavate, remove unsuitable soils and replace with stone and suitable backfill (This was first presented to the Board of Education as a Pending Change Order on June 16, 2016 (item # B26) with an estimated cost of \$24,000.)

- B.5.** 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 **\$213.22** which will increase purchase order H17-0014 in account code H1620.294.08.1608

Hi Tech Air Conditioning Service (HS MC-005) represents the cost to provide labor and materials to install (1) new condensate pump. This additional condensate pump is being installed due to ceiling height between existing classroom ceiling and structural steel. The contract drawing calls for a 1" in condensate pipe. There was only ½ inch' of space available. A condensate pump would have to be installed with 3/8" copper tubing. (This was first presented to the Board of Education as a Pending Change Order on November 16, 2017 item B12 in the estimated amount of \$213).

- 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 **\$4,941.33** which will increase purchase order H17-0014 in account code H1620.294.08.1608

Hi Tech Air Conditioning Service (HS MC-006) represents the cost to provide labor and materials to provide labor and materials to disconnect existing ductwork, to cap existing ductwork from air handler as needed, to provide labor and materials to extend new ductwork from air handling unit to existing ductwork in chairman's office, and to seal all ductwork as required. This work was requested by the district since the existing unit has experienced problems such as freeze-ups. (This was first presented to the Board of Education as a Pending Change Order on November 16, 2017 item B13 in the estimated amount of \$4,915).

- B.7.** 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 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#14: Hi-Tech Proposed Change Order #14 (High School) for additional work at an estimated cost of **\$1,800**. This change order 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 will not allow for this to be done in the future as it will eliminate 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, according to Stalco, is scheduled to begin on December 11. Therefore, we did not have time to wait for the next scheduled BOE meeting on December 14 and we have authorized PEC to direct Hi-Tech to proceed. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signature.

- B.8.** Recommendation by Michael Brostowski, Director of Health, Physical Education, and Athletics, to declare as surplus the following items which have been declared obsolete and not worth repairing. (**Attachment B.8.**)
- Two (2) Nevco scoreboards at RMS, serial number 94,457 (no asset tag)
 - One (1) Nevco scoreboard at East Hills, serial number 52,982 (no asset tag)

- B.9.** Extraclassroom Activity Treasurer Reports (**Attachment B.9.**)
High School, September 2017
Middle School, September 2017

High School, October 2017
 Middle School, October 2017

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) Contractor: Camp Taconic
 Services: High School Marching Band Camp for summer 2018
 Fees: Cost- \$555.00 per participant
 Total estimated to be \$55,000.00
 (Agreement is subject to review and approval by district counsel)

- (iv) Contractor: Carlton on the Park
 Services: Catering and Facilities for 2018 Senior Prom
 Fees: The entire cost of this affair is estimated to be \$28,000.00 and will be paid by students and student fundraising activities of the Class of 2018; no district funds will be used.
 (Agreement is subject to review and approval by district counsel)

- (v) Contractor: Long Island University – C.W. Post
 Services: 2018 High School graduation at Tilles Center on June 22, 2018 (Rehearsal June 19, 2018)
 Total estimated to be \$12,500.00
 (Agreement is subject to review and approval by district counsel)

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

B.10. 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 #
\$2,150.00	New Bus Facility Reimbs.	2110-201-03-1502	H15-00015	29
\$409.00	EH Reimbursements	2110-201-04-1504	H15-00015	29
\$11,500.00	HGT Reimbursements	2110-201-06-1506	H15-00015	29
\$7,800.00	HH Reimbursements	2110-201-07-1507	H15-00015	29
\$23,500.00	HS Reimbursements	2110-201-08-1508	H15-00015	29

- B.11.** 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 #
\$22,616.78	HGT Reimbursements	2110-245-06-1506	H15-00014	21
\$7.76	EH Reimbursements	2110-245-04-1504	H15-00014	26
\$6,662.86	HH Reimbursements	2110-245-07-1507	H15-00014	33
\$10,239.43	HS Reimbursements	2110-245-08-1508	H15-00014	34
\$5,777.78	New Bus Facility Reimbs.	2110-245-03-1502	H15-00014	39

- B.12.** 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 **\$12,776.49** which will increase purchase order H17-00010 in account code H1620.296.07.1607

Relle Electric (**HH EC-009**) represents the cost to run 51 Cat 6 data lines from the renovated library space to the Intermediate Distribution Frame (IDF) closet. Since the existing patch panels had space to punch down only three (3) of the 51 Data Runs, Relle supplied and installed an additional 48 Port patch panel for the remainder of the runs. All were terminated at wall Side Cat 6 jacks and, after complete, Relle tested each cable, as requested by the district through Jason Lopez. This was first presented to the Board of Education as a pending change order in the estimated amount of \$13,000 as item B14 on the agenda of 11/16/17.

- B.13.** 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 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#11: Hi-Tech Proposed Change Order #11 (High School) for additional work at an estimated cost of **\$1,200**. This change order represents the cost to provide material 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 proposal should be presented as a "not to exceed" amount pending a credit for the original dampers not being installed. The contractor is investigating if they are returnable due to special order item. 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.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.

HS General Construction PCO#52: Stalco Proposed Change Order #52 (High School) for additional work at a cost of approximately **\$4,800**. This change order represents the cost to install wall tile and wood cap to match the adjacent corridors. Park East Construction has reviewed the proposal and asked that it be presented to the BOE for review as a not to exceed amount. It should be noted that this change order does not include any markups by the contractor but is based on the cost of materials only. PEC awaits the bulletin from KG&D for final review. Upon approval and verification KG&D Architects will create a formal change order and forward for signatures.

Mr. Seinfeld moved, seconded by Dr. Valauri, carried by a vote of 6-0, (Mr. Litvack absent) to approve Agenda Items numbered B.1 – B.9, Addendum B.1 (iii, iv, v) B.2, B.10 - 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 November 8, 2017, November 15, 2017, November 21, 2017, November 27, 2017, November 29, 2017 and December 1, 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 October 13, 2017, October 26, 2017, October 27, 2017, October 30, 2017, November 2, 2017, November 7, 2017, November 8, 2017, November 9, 2017, November 13, 2017, November 14, 2017, November 16, 2017, November 17, 2017, November 20, 2017, November 21, 2017, November 28, 2017, November 30, 2017 and December 1, 2017.

C&I.3 Recommendation to approve Thomas Lynch to attend the National Science Teachers Association (NSTA) Conference in Atlanta, Georgia from March 14 through 18, 2018 at an estimated cost to the district of \$2,095.00.

C&I.4 Recommendation to approve Theresa Arcarola to attend the National Science Teachers Association (NSTA) Conference in Atlanta, Georgia from March 14 through 18, 2018 at an estimated cost to the district of \$2,225.00.

C&I.5 Recommendation to approve Lisa Spyridon to attend the National Science Teachers Association (NSTA) Conference in Atlanta, Georgia from March 14 through 18, 2018 at an estimated cost to the district of \$2,225.00.

C&I.6 Recommendation to approve Theresa DeBello-Tahany to attend the National Science Teachers Association (NSTA) Conference in Atlanta, Georgia from March 14 through 18, 2018 at an estimated cost to the district of \$1,835.00.

Addendum

C&I.7 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. [Total cost of trip: \$43,758.00. Student contribution (including fundraising): \$21,990.20(50%); district contribution: \$21,767.80(50%)]

Mr. Seinfeld moved, seconded by Mr. Saffron, carried by a vote of 6-0, (Mr. Litvack absent) to approve Agenda Items numbered C&I.1 - C&I.6, Addendum C&I.7

Mr. Dragone called from the floor to add agenda item BOE.6

BOARD OF EDUCATION:

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

BOE.2 BE IT RESOLVED that the Board of Education of the Roslyn Public Schools hereby ***abolishes the following policies:***

- Policy 5100 (Student Attendance)
- Policy 5100 – R (Student Attendance – Regulation)
- Policy 5160 (Student Absences and Excuses)
- Policy 5161 (Truancy and Tardiness)
- Policy 5161 - R (Truancy and Tardiness - Regulation)
- Policy 5170 (Student Attendance Accounting)
- Policy 5182 (Released Time for Religious Instruction)

and hereby ***adopts the following policies in their place:***

- Policy 5100 (Student Attendance)

BOE.3 BE IT RESOLVED, that the Board of Education hereby approves a Settlement Agreement and Release in connection with a potential impartial hearing, a copy of which has been provided to and reviewed by the members of the Board of Education.

BE IT FURTHER RESOLVED, that the President of the Board of Education is authorized to execute said agreement on behalf of the Board.

Addendum

BOE.4 BE IT RESOLVED, that the Board of Education hereby approves a Settlement Agreement and Release in connection with a potential impartial hearing, a copy of which has been provided to and reviewed by the members of the Board of Education.

BE IT FURTHER RESOLVED, that the President of the Board of Education is authorized to execute said agreement on behalf of the Board.

BOE.5 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~~ March 3 through March 6, 2018 at an estimated cost to the district of \$1,800. (Originally approved by the BOE on 7/6/2017, Item BOE.2)

BOE.6 BE IT RESOLVED, that the Board of Education hereby authorizes the District to enter into an agreement with BBS Architects, Landscape Architects & Engineers, P.C. for various capital improvements projects effective January 1, 2018, subject to mutually agreeable terms and conditions to be reviewed by District Counsel;

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the President of the Board of Education to execute said Agreement on behalf of the Board of Education.

Mr. Saffron moved, seconded by Mr. Dubner, carried by a vote of 6-0, (Mr. Litvack absent) to approve Agenda Items BOE.1- BOE.3, Addenda BOE.4 - BOE.6

Public Comments #2

No comments.

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 6-0, (Mr. Litvack absent) to adjourn at 9:28 p.m.

Respectfully submitted,

Nancy Carney Jones
Nancy Carney Jones
District Clerk