

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

**Thursday, August 2, 2018**

**7:00 A.M.**

**Administration Building**

**Minutes**

Meryl W. Ben-Levy, President  
Michael Levine  
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

**ABSENT**

Clifford Saffron, Vice President.  
David Dubner  
Josh Bloom                      Student Delegate

**7:00 a.m. - Board of Education Meeting**

The Board convened in Public Session in the office of the Superintendent at 7:02 a.m.

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

**Board President's Comments**

Ms. Ben-Levy thanked everyone for attending the meeting this morning. She spoke of the level of construction currently taking place in the District and one of the reasons for this meeting.

## Superintendent's Comments

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)**
- P.3** Be it resolved, that the Board of Education hereby changes the title held by Jason Lopez of "Chief Technology Officer" (a/k/a Civil Service title of "Information Technology Specialist III") and replaces it with "Assistant to the Superintendent for Technology & Security Infrastructure" (a/k/a Civil Service title of "Information Technology Specialist III") effective July 1, 2018. It is noted that this change has no concomitant change in salary, benefits or tenure status.

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

**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: Westbury Union Free School District  
Services: District of Location Special Education Services for IEP service requirements for one student residing in Roslyn attending private school in Westbury for the 2018-2019 school year.  
Fees: Total estimated to be \$13,228.00

Recommendation to **extend** the following contract [(ii) which was first approved by the Board of Education on June 27, 2017 (item B.19, Bid# 17/18-41), in order to renew:

- (ii) \*Contractor: Coastal Charter Service Corp.  
Services: Transportation – Adult Continuing Education Trips & Tours for the 2018-2019 school year  
Fees: Total estimated to be \$53,375.00

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

**B.3.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Central Air Corporation in the amount of \$5,819.50 which will increase purchase order H16-00017 in account code H1620.294.03.1602

Central Air Corporation (Bus MC-003) represents the cost to provide labor and materials to make the necessary repairs to the damaged make up air unit based on our CM's conversation with Central Air. It also includes negotiated cost to install the louver cover as indicated by the mechanical engineer required to stop future snow infiltration into the unit as discussed. (This was first presented to the Board of Education as a Pending Change Order on 3/22/18 item B.9 in the estimated amount of \$6,000).

**B.4.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$19,132.34 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-010) represents the cost to provide labor and materials to provide labor and materials to remove the lead-coated metal pan ceiling in the cafeteria in order to gain access to the structure above. This is required in order to add structural steel supports for the rooftop HVAC units. Included in the estimate is a credit of \$6,936.00 for the original scope of work to remove a ceiling consisting of

non-lead containing materials. (This was first presented to the Board of Education as a Pending Change Order on 7/10/18 item B.14 in the estimated amount of \$19,200.)

**B.5.** Recommendation to void a proposed confirming change order as indicated below.

HTS General Construction PCO #6: Baruti Proposed Change Order PCO # 6 at an estimated cost of \$2,000 had been approved by the Board of Education. This change order represented the cost to provide labor and materials to conduct an examination of the attic above the cafeteria which is no longer needed. The purpose of this item is to inform the Board that we will adjust the project finances to reflect the fact that we did not use this money and therefore we will not receive a formal change order as originally anticipated.

**B.6.** Recommendation to approve a proposed 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 General Construction PCO #22: Baruti Proposed Change Order PCO #22 at an estimated cost of \$3,000. This change order represents the cost to provide labor and materials to revise the ceiling layout in Corridor C-8 (Kindergarten Wing) in order to install the Type-K linear recessed fixtures leftover and not used from the HS Auditorium Corridor. Park East Construction Corp. has reviewed the proposal along with KG&D Architects and feels it is necessary for this installation. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signature.

**B.7.** Recommendation to approve a proposed 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 General Construction PCO #24: Baruti Proposed Change Order PCO #24 at an estimated cost of \$15,000. This change order represents the cost to provide labor and materials to remove and dispose of an additional 42 linear feet of existing discovered asbestos containing pipe insulation and 12 elbows above ceilings and in

walls in the basement and 50 square feet of flooring tile. 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 signatures.

- B.8.** Recommendation to approve a proposed 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 General Construction PCO #23: Baruti Proposed Change Order PCO #23 at an estimated cost of \$18,700. This change order represents the cost to remove and dispose of the existing wood ceiling rafters in the cafeteria in the way of the new steel supports, and sheet metal ductwork as indicated by KG&D. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signature.

- B.9.** Recommendation to approve a proposed 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 General Construction PCO #24: Baruti Proposed Change Order PCO #24 at an estimated cost of \$147,660. This change order represents the cost to provide labor and materials to paint all areas as indicated in the marked-up floor plan, as requested. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signatures.

- B.10.** Recommendation to approve a proposed 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#54: Stalco Proposed Change Order #54 at an estimated cost of \$4,300.00. This change order represents the cost to provide labor and materials to stucco a first coat with metal lath and a second coat with tool finish to the back side of the low wall in the high school front entry plaza. Upon BOE approval the office of KG&D Architects will create a formal change order and forward for signatures.

- B.11.** Recommendation to approve a proposed 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#55: Stalco Proposed Change Order #55 at an estimated cost of \$12,500.00. This change order represents the cost to provide labor and materials to level the top of two retaining walls in the front of the high school plaza. It also includes chemically power washing all brick walls and columns around the entry pavilion. The cost will be funded through the general allowance fund.

- B.12.** Recommendation to approve a proposed 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 Plumbing Construction PCO#CC: Maccarone Proposed Change Order #DD at an estimated cost of \$52,000. This change order represents the cost to provide labor and materials to upgrade 8 existing box planters as well as planters in the perimeter courtyards, the flag pole island and at the entry sign. This also includes the cost to relocate and transplant existing plant material to new locations as well as providing compost, fertilizer and mulch to these areas. Upon the review and approval of the Board of Education, the office of KG&D Architects will create a formal change order and forward for signature.

**Mr. Litvack moved, seconded by Dr. Valauri, carried by a vote of 5-0, (Messrs. Saffron and Dubner absent) to approve Agenda Items numbered B.1 – B.12.**

**The board entered into a discussion on the construction currently taking place in the district. They discussed the time frame of the Heights School construction and**

the High School plaza. Ms. Brown assured them, the work is on schedule. Mr. Litvack asked that the landscaping plans be reviewed for the front of the High School to make sure nothing is planted that could affect the integrity of the cement in the future. In addition, the Board discussed the landscaping at Harbor Hill and it was decided to have the landscaper review the plantings and make recommendation to enhance the front of the school.

#### **CURRICULUM AND INSTRUCTION:**

**C&I.1** Recommendation to approve the agreement between the Long Island Council on Alcoholism and Drug Dependence (LICADD) and the Roslyn School District for the 2018-2019 school year for on-site psycho-educational services for a total cost to the district not to exceed \$2,000.00 subject to the terms and conditions of an agreement between the parties to be approved by District counsel and to execute the necessary documents to effectuate said Agreement.

The Board of Education hereby authorizes the President of the Board of Education to execute necessary documents to effectuate said Agreement on behalf of the Board of Education.

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

#### **BOARD OF EDUCATION**

**BOE.1 Recommendation** to approve Allison Brown's attendance at the New York State Council of School Superintendents (NYSCOSS) 2018 Fall Leadership Summit in Saratoga, New York from September 23 through September 25, 2018 at an estimated cost to the district of \$1,569.36.

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

#### **Public Comments #2**

No comments.

#### **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. Saffron and Dubner absent), to adjourn at 7:29 a.m.**

**Respectfully submitted,**

*Nancy Carney Jones*

**Nancy Carney Jones  
District Clerk**