

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

**Thursday, October 4, 2018**

**8:00 P.M.**

**Roslyn High School – Board Room**

**Minutes**

Meryl W. Ben-Levy, President  
Clifford Saffron, Vice President.  
David Dubner  
Michael Levine  
Steven Litvack  
David Seinfeld  
Bruce G. Valauri

**ALSO PRESENT**

|                    |  |
|--------------------|--|
| Allison Brown      | Superintendent   |
| Joseph C. Dragone  | Assistant Superintendent for Business and Administration |
| Michael Goldspiel  | Assistant Superintendent for Secondary Education         |
| Nancy Carney Jones | District Clerk   |
| Josh Bloom         | Student Delegate   |

**ABSENT**

|             |   |
|-------------|---|
| Karina Báez | Assistant Superintendent for Elementary Education |
|-------------|---|

**7:00 p.m. - Executive Session**

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 7-0; that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss legal matters.

The Executive Session adjourned at 8:05 p.m. The Board reconvened in Public Session in the Board Room at 8:15 p.m.

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

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

## **Recognition: 2019 National Merit Scholarship Semifinalists and Qualifiers for National Hispanic Recognition Award**

Mr. Greg Wasserman, Director of Guidance introduced the National Merit Semifinalists and National Hispanic Recognition Award recipients.

### 2019 National Merit Scholarship Semifinalists

|                    |                 |
|--------------------|-----------------|
| Joshua Bloom       | Dana Guggenheim |
| Johanna Kann       | Adrian Ke       |
| Melanie Landesberg | Priscilla Lee   |
| Emily Leventhal    | Sarah Pethani   |
| Gemma Schneider    | Ethan Sims      |
| Jasmine Ting       |                 |

### National Hispanic Recognition Program

|                  |                |
|------------------|----------------|
| Anthony Barisano | Thomas Vincent |
|------------------|----------------|

The Board of Education presented certificates of recognition to the following students for their accomplishments as 2019 National Merit Scholarship Semifinalists, and for the National Hispanic Recognition Award.

Recommendation to revise the August 30, 2018 minutes to reflect the acceptance of the Claims Audit Reports for July 2018 and June August 2018

**Mr. Saffron moved, seconded by Mr. Dubner, carried by a vote of 7-0, to revise the August 30, 2018 minutes to reflect the acceptance of the June 2018 Claims Auditors Report.**

Recommendation to accept the minutes from the following meeting:  
September 6, 2018

**Mr. Saffron moved, seconded by Mr. Levine, carried by a vote of 7-0, to accept the minutes for September 6, 2018.**

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

Ms. Ben-Levy commented on this weekend's pep rally and homecoming. She spoke of the wonderful weather, the great turnout for the parade of both participants and viewers, the exciting sporting events, and the incredible level of school spirit in the community.

She thanked Ms. Murphy and Mr. Pilnick, High School Assistant Principals for their continued participation in the extracurricular activities at the High School.

### **Superintendent's Comments**

Ms. Brown thanked Dr. Brostowski, Athletic Director, for his creative solution for this year's Homecoming. With no varsity football team, Dr. Brostowski proposed that all varsity sports compete at homecoming which was a wonderful success. Ms. Brown

also spoke of the positive feedback she has received from members of the community regarding the newly landscaped front of the High School.

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

Mr. Bloom commented that Homecoming was “an awesome success” and the community was very supportive of the new homecoming options. OCC representative, members of the marching band, cheerleaders, and athletes went to each of the schools during Spirit Week to encourage students to attend homecoming and increase excitement for the games. He announced this year’s annual Pancake Breakfast ran out pancakes for the first time ever, due to overwhelming demand. The next OCC event is the annual Halloween costume contest judged by the teachers.

Mr. Dubner commented on the positive impact the OCC visits during Spirit Week had on the kindergarten students at the Heights School.

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

#### Roslyn Summer School Programs

- Roslyn Summer Academy - Carol Murphy, Academy Principal, presented an overview of this year’s Summer Academy. The Roslyn Summer Academy is a four week program that runs for four hours per day to extend learning opportunities for Roslyn students in grades K – 8. The program targets English Language Arts and Mathematics and includes field trips and physical education classes. This year’s program had theme weeks including Patriotic Week, The Environment, Shapes, Patterns and Sequences, and Travels around the World. The Institute of Play taught grades 1<sup>st</sup>, 2<sup>nd</sup>, 5<sup>th</sup> and 6<sup>th</sup> the skills of communication, collaboration, critical thinking and problem solving in a program on how to design games. This year’s enrollment was 337 students.

Ms. Murphy thanked the Board of Education and the Administration of Harbor Hill School for their support. Ms. Murphy expressed her desire to have the summer school continue to use the Harbor Hill facilities in the future.

The Board of Education entered into a lengthy discussion on the reevaluation of the summer school program and recommended an assessment to see which school building works best for summer school.

- Extended Year Program (EYP)  
Barbara Schwartz, Director of Pupil Personnel Services and Special Education presented a PowerPoint presentation on this year’s Extended Year Program (EYP). The extended year program is specialized instructions or related services that are part of a student’s Individualized Education Program (IEP). These services

are designed to help the students maintain their skills during the summer months. The program runs for six (6) weeks, 9 a.m. to 2 p.m. The program includes sensory, physical, occupational, speech and language, art therapy and cooking. This year 34 students attended the program, including students from neighboring districts.

Ms. Schwartz thanked the Board of Education for their support and she stated how well the layout of the Harbor Hill School worked for this program.

## **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

Ms. Eleanor Russell, RTA President, spoke of her years of experience working at summer school. She expressed her opinion that the Middle School or East Hills School may be better locations. She commented on the possibility of extending the length of the program and the positive impact it would have on the students. She also expressed her concern if the program were to be extended, the time it will take to prepare the buildings for the start of the new school year. Recommendation to **amend** the following contract (i) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxxvi)):

## **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)**

**Addendum**

**P.2 Classified**

| Item      | Name          | Action         | Position / Replacing | Class | Type of Appt | Location | From | To                                   | Certification Class / Step Salary |
|-----------|---------------|----------------|----------------------|-------|--------------|----------|------|--------------------------------------|-----------------------------------|
| REVISE #5 | Gina Weinberg | Resignation    | Monitor              |       |              | EH       |      | 10/19/18<br>(last day of employment) |                                   |
|           |               | DELETE ITEM #6 |                      |       |              |          |      |                                      |                                   |

**Mr. Saffron moved, seconded by Dr. Valauri, and carried by a vote of 7-0, to approve Agenda Items numbered P.1, P.2 and Addendum 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: Long Island University – C.W. Post  
 Services: 2019 High School graduation at Tilles Center on June 21, 2019 (Rehearsal June 19, 2019)  
 Total estimated to be \$12,511.00

Recommendation to **extend** the following contract [(xxv) which was first approved by the Board of Education on September 24, 2015 (item B.7, Bid# 15/16-3], extended first on June 16, 2016 (item B.1 (xxxix)) and then again on June 27, 2017 (item B.1 (xxv)) in order to renew:

- (ii) Contractor: Plaques and Such  
 Services: Production & supply awards and plaques for the 2018-2019 school year  
 Fees: Total estimated to be \$9,333.50

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

**B.3.** Recommendation to approve **2018-19** general fund appropriation requests:

|                           |                     |                    |
|---------------------------|---------------------|--------------------|
| <u>FROM BUDGET CODE</u>   |                     | <u>AMOUNT</u>      |
| 1680-200-03-9000-311      | COMPUTER EQPT       | \$47,105.00        |
|                           | <b>Subtotal</b>     | <b>\$47,105.00</b> |
| <br><u>TO BUDGET CODE</u> |                     | <br><u>AMOUNT</u>  |
| 2630-490-03-9000-311      | BOCES COMP SVCES DW | \$47,105.00        |
|                           | <b>Subtotal</b>     | <b>\$47,105.00</b> |

REASON FOR TRANSFER REQUEST: Purchase of calculators for the Middle School and High School; (300) of the TI-84 Plus CE model and (57) of the TI-Nspire CX CAS model.

- B.4.** Recommendation to approve a payment in the amount of \$14,531.56 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 08/31/2018.
  
- B.5.** 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 and meet the projected completion date; 2) a formal change order prepared by the architect and executed by the architect 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.

Bus Garage Mechanical Construction PCO#7: Central Air Proposed Change Order 7 for additional work at an estimated cost of \$5,500. Mechanical Construction PCO 7 (Bus Garage) represents the cost to provide labor and materials to replace and reprogram the variable frequency drive in Make Up Air Unit #1 damaged as a result of a power surge at the building. Park East Construction Corp. has reviewed the proposal and finds it to be fair based on the scope of work. Upon BOE review and approval the office of KG&D will create a formal change order and forward for signatures.

- B.6.** High School Yearbook Bid # 18/19-42  
Bid Advertised – August 31, 2018  
Bid Mailed – August 31, 2018  
Bid Opened – September 12, 2018  
Number of Invitations to Bid Mailed – 6  
Number of Bids Received - 3

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

**Company: Walsworth Publishing Company**  
**75 Canterbury Drive**  
**Hauppauge, NY 11788**

|                        |          |                   |
|------------------------|----------|-------------------|
| HS (200) UNIT PRICE    | \$50.00  | TOTAL \$10,000.00 |
| HS ADDITIONAL PER PAGE | \$250.00 |                   |
| HS ADDITIONAL COPIES   | \$30.00  |                   |

Estimated total cost is within the 2018-2019 budget.

**B.7. Middle School Yearbook Bid # 18/19-43**

Bid Advertised – August 31, 2018

Bid Mailed – August 31, 2018

Bid Opened – September 12, 2018

Number of Invitations to Bid Mailed – 6

Number of Bids Received – 3

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

**Company: Herff Jones  
35 Cove Road  
Huntington, NY 11743**

|                        |         |                  |
|------------------------|---------|------------------|
| MS (500) UNIT PRICE    | \$19.30 | TOTAL \$9,650.00 |
| MS ADDITIONAL PER PAGE | \$58.75 |                  |
| MS ADDITIONAL COPIES   | \$19.30 |                  |

Estimated total cost is within the 2018-2019 budget.

**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 2018-2019 school year  
(October 9, 2018 through June 26, 2019)  
Fees: Total est. to be \$65,795.45 (Prorated) (Roslyn to receive)

**B.8.** Recommendation to approve pending change orders 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, 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.

Bus Garage Electrical Construction PCO#15: Relle Electric Proposed Change Order 15 for additional work at an estimated cost of \$5,200. Electrical Construction PCO 15 (Bus Garage) represents the cost to provide labor and materials to replace and program a Zone Master TVSS ZM 111301 surge protector at the main distribution panel (MDP) and a new breaker for said MDP, 3 pole 60 amp. Park East Construction Corp. has reviewed the proposal and finds it to be fair and consistent for this scope of

work. Upon your review and approval the office of KG&D Architects will create a formal change order and forward for signatures.]

**Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to approve Agenda Items numbered B.1 – B.7, Addenda B.1 (iii) and B.8**

**CURRICULUM AND INSTRUCTION:**

- C&I.1** 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 April 11, 2018, May 16, 2018, September 7, 2018, September 12, 2018, September 17, 2018, September 21, 2018, and September 25, 2018.
- C&I.2** Recommendation to approve Josh Cabot to attend the 2018 Annual NCTE Convention in Houston, TX from November 14 through November 18, 2018 at an estimated cost to the district of \$260.00.
- C&I.3** Recommendation to approve 14 students and 2 chaperones from Roslyn High School to attend the 2018 DECA Ultimate Power Trip in Baltimore, Maryland from November 15 through November 18, 2018 at an estimated cost to the district of \$7,888.73. [Total cost of this trip is \$11,705.21: Student/fundraising contribution: \$3816.48 (33%); district contribution: \$7,888.73(67%).]
- C&I.4** Recommendation to approve Joseph Dragone to attend the Harris School Solutions WinCap Fall User Group Meeting in Albany, New York from October 2 through October 3, 2018 at an estimated cost to the district of \$466.50.
- C&I.5** Recommendation to approve Angela Dunne to attend the NYSASPA Annual Conference in Cooperstown, New York from October 28 through October 31, 2018 at an estimated cost to the district of \$1,505.00.
- C&I.6** Recommendation to approve Antonia Encizo to attend the NYASBO – 2018 School Business Workshop in Albany, New York from November 6 through November 9, 2018 at an estimated cost to the district of \$864.00.
- C&I.7** Recommendation to approve Michael Goldspiel to attend the NADCO Fall Conference in Riverhead, New York from November 29 through 30, 2018 at an estimated cost to the district of \$448.34.
- C&I.8** Recommendation to approve Karina Baez to attend the NADCO Fall Conference in Riverhead, New York from November 29 through 30, 2018 at an estimated cost to the district of \$447.47.

**Addendum**



**C&I.9** Recommendation to approve Maria Elena Santorelli to attend the NYASBO – 2018 School Business Workshop in Albany, New York from November 6 through November 9, 2018 at an estimated cost to the district of \$1,143.02.

**C&I.10** Recommendation to approve 118 students and 12 chaperones from the Marching Band to attend the New York State Field Band Conference in Syracuse, New York from October 26 through 28, 2018 at an estimated cost to the district of ~~\$22,590.00~~ \$25,465.00. [Total cost of trip is ~~\$57,990.00~~ \$60,865.00; student contribution \$35,400.00; district contribution ~~\$22,590.00~~ \$25,465.00.] *Trip approved at the August 30, 2018 Board of Education Meeting, Item C&I.3.*

**Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to approve Agenda Item numbered C&I.1 - C&I.8, Addenda C&I.91 - C&I.10**

### **BOARD OF EDUCATION:**

**BOE.1** Recommendation that the Board approve the attendance of Meryl Waxman Ben-Levy at the 22<sup>nd</sup> Annual NYSSBA Pre-Convention School Law Seminar and the NYSSBA's 99<sup>th</sup> Annual Convention & Educational Expo to be held October 25-27, 2018 at the Sheraton New York Times Square, New York City, NY at an estimated cost not to exceed \$1,050.00.

**BOE.2** Recommendation that the Board approve the attendance of Steven Litvack at the 22<sup>nd</sup> Annual NYSSBA Pre-Convention School Law Seminar to be held October 25, 2018 at the Sheraton New York Times Square, New York City, NY at an estimated cost not to exceed \$425.00.

**BOE.3** Recommendation to revise the 2018-2019 Board of Education Calendar of Meetings to reflect the date change of the meeting scheduled on December 13, 2018 to December 18, 2018. **(Attachment BOE.3).**

**BOE.4** Recommendation to conduct the *first reading* to abolish Board of Education Policy 2240 – Board/Superintendent Relationship, Policy 2270 – School Attorney, Policy 2280 – Consultants to the Board, Policy 4329 – Youth Center, Policy 4332 – Travel Study, Policy 4334 – Advanced College Placement, Policy 4340 – Adult Education Programs **(Attachment BOE.4)**

**BOE.5** Recommendation to conduct the *third reading* of updated Board of Education Policy 5300 – Code of Conduct, Policy 8505 – Charging School Meals, Policy 8520 – Free and Reduced Lunch **(Attachment BOE.5)**

**BOE.6 BE IT RESOLVED** that the Board of Education of the Roslyn Public Schools hereby ***abolishes the following policies:***

- Policy 1240 Visitors to Schools
- Policy 1520 Public Conduct on School Property
- Policy 5311 Student Rights and Responsibilities
- Policy 5312 Prohibited Student Conduct

- Policy 5312.2 Dangerous Weapons
- Policy 5313 Penalties
- Policy 5313.1 Detention
- Policy 5313.2 In-School Suspension
- Policy 5313.3 Suspension and Expulsion
- Policy 5313.6 Discipline of Students with Disabilities
- Policy 5314 Corporal Punishment
- Policy 5330 Student Searches and Interrogations
- Policy 8505 Charging School Meals
- Policy 8520 Free and Reduced Lunch

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

- Policy 5300 Code of Conduct
- Policy 8505 Charging School Meals
- Policy 8520 Free and Reduced Lunch

**BOE.7 BE IT RESOLVED** that the Board of Education of the Roslyn Public Schools hereby approves the Agreement between the School District and Adelphi University, providing the opportunity for students to earn credit for college level work during the 2018-2019 academic year.

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the Agreement between the School District and Adelphi University, together with any other documents necessary to effectuate said Agreement, on behalf of the Board of Education.

**BOE.8** Recommendation to approve the attendance of Nancy Carney Jones, at the NYSASBO School Business Management Workshop in Albany, NY from November 6, 2018 through November 9, 2018, for a total estimated cost not to exceed \$ 1,110.00 (3 nights lodging, meals, travel and registration). Expenses for Nancy Carney Jones are to be deducted from the 2018-2019 budget code A1040.440.03.9000.306 – District Clerk Travel Conference Workshop.

**BOE.9 BE IT RESOLVED**, that the Board of Education of the Roslyn Union Free School District, having reviewed a certain Amendment to a Settlement Agreement dated March 9, 2017 concerning a contemplated request for a due process hearing in executive session, hereby approves the terms of the Amendment to such Settlement Agreement and authorizes and directs the Board President and Superintendent of Schools to execute such amendment on behalf of the Board.

**BOE.10** Recommendation to approve the attendance of Meryl Waxman Ben-Levy and Michael Levine at the *2018 School Law Conference* to be held on Friday, December 7, 2018 presented by the Nassau and Suffolk Academies of Law and the Education Law Committees of the Nassau and Suffolk County Bar Associations at a cost not to exceed \$500.00.

**BOE.11 WHEREAS**, applications were made to Section VIII of the New York State Public High School Athletic Association to consolidate and combine the Roslyn UFSD Girls' and Boys' Fencing Teams with the East Williston Girls' and Boys' UFSD Fencing Teams for the 2018-2019 winter season;

**WHEREAS**, the Roslyn UFSD was notified that Section VIII recommended and approved said applications;

**WHEREAS**, the District Administration recommends that the Board of Education approve the consolidation of the Roslyn UFSD Girls' and Boys' Fencing Teams with the East Williston UFSD Girls' and Boys' Fencing Teams;

**WHEREAS**, the Board of Education has determined that it is in the best interest of the Roslyn UFSD to combine the Girls' and Boys' Roslyn UFSD Fencing Teams with the East Williston UFSD Fencing Teams;

**NOW THEREFORE, BE IT RESOLVED** that the Board of Education of the Roslyn Union Free School District hereby authorizes the Roslyn UFSD to enter into an Agreement with East Williston UFSD in connection with the consolidation of the Roslyn UFSD Girls' and Boys' Fencing Teams with the East Williston UFSD Girls' and Boys' Fencing Teams, subject to the terms and conditions of an Agreement to be prepared by District counsel;

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

**Mr. Saffron moved, seconded by Mr. Litvack, and carried by a vote of 7-0, to approve Agenda Items BOE.1 – BOE.11**

#### **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 7-0, to adjourn at 9:32 p.m.**

**Respectfully submitted,**

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