

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

**Tuesday, May 19, 2020**

**6:00 P.M**

**MINUTES**

**The follow participants were present via ZOOM videoconference.**

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

**ALSO PRESENT**

Allison Brown	Superintendent
Joseph C. Dragone	Assistant Superintendent for Business and Administration
Karina Báez	Assistant Superintendent for Primary Education
Michael Goldspiel	Assistant Superintendent for Secondary Education
Nancy Carney Jones	District Clerk
Carrie Anne Tondo	District Counsel

**ABSENT**

Andrew Antenberg	Student Delegate
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**Ms. Ben-Levy called the meeting to order at 6:02 p.m.**

**6:00 p.m. - Board of Education Meeting**

**Preliminary Announcements**

The Roslyn Union Free School District continues to take steps to reduce the potential for exposure to the coronavirus (COVID-19). The District's efforts in this regard are made in furtherance of federal, state, and local mandates to limit any and all public gatherings.

As authorized by Governor Andrew M. Cuomo's Executive Order No. 202.1, issued on March 12, 2020, this meeting is being held remotely by videoconferencing and the public will not be permitted to attend the meeting in-person. The Board of Education will make a motion setting forth the manner in which the meeting will be conducted and waiving any applicable policies or common practices with regard to the conduct of the meeting. The

public participation portion of the meeting will be suspended. The meeting will be video broadcasted in order to provide the public with the ability to view the meeting. The meeting will also be recorded and later transcribed in accordance with Executive Order 202.1.

## **Pledge of Allegiance**

Recommendation to accept the minutes from the following meeting:  
May 7, 2020.

**Ms. Ben-Levy moved, seconded by Mr. Saffron, carried by a vote of 7-0 to accept the minutes for May 7, 2020.**

## **Board President's Comments**

Ms. Ben-Levy read the following statement:

“Good evening.

I am delivering remarks on behalf of the Board of Education and Central Office Administration.

As we continue to manage in a virtual and physically distanced environment, we move forward with creative innovations and solutions. Our administrative team, our faculty and staff work tirelessly and collaboratively in each and every effort. I am so proud to see so many rise to meet and master the challenge of our time.

Even as we exist in the world that is this unprecedented school year, we have been planning for next year, a year which is and may remain unpredictable.

When the Superintendent introduced her budget to us months ago—she told us that in the building of the spending plan for next year she asked administrators and faculty to “rethink” “reset” and “rebuild”. Since the process began, we have asked her to go back and “reimagine” all of it so that we have a spending plan that reflects the new and evolving requirements related to COVID 19 and to continue to meet needs of our children all the while balancing the new and evolving circumstances in the economic environment many of which remain unknown at this time. Having developed that, the budget that we adopt tonight for next year is a hopeful, optimistic step forward in the meeting of the needs of our students and coming in well below of the lawful levy limit.

At this time the superintendent has something to add. “

## **Superintendent's Comments**

Ms. Brown spoke of how the Administration reimaged this year's budget due to the recent current events. The budget presented this evening for the Board of Education to adopt is a 1.89% budget-to-budget increase, with an anticipated tax levy of 1.83%. This tax levy is significantly lower than the allowable levy limit, which is 3.85%. Ms. Brown stated that this budget is “fiscally responsible, instructionally sound and will address the

needs of our community whether remotely or in the physical environment.”

Ms. Ben-Levy thanked Ms. Brown and the Central Office team for their hard work in creating this budget. She further stated, “When I say I’m hopeful and optimistic I mean that we have done our work—with the best of what we know today. We have reimagined whatever has been conceivable. That said, this is a very challenging time with a continually looming threat of state aid cuts that could come at any time. This budget vote will be conducted by absentee ballots this year, which is all new for the District Clerk who has been working exhaustively to understand and address this new process.”

Ms. Ben-Levy commented that this evening’s agenda would include the appointing of new teachers as well as the principal for the East Hills School. On behalf of the Board of Education and the Central Office Administration, Ms. Ben-Levy welcomed the new staff to Roslyn and wished them a long and satisfying career.

In addition, Ms. Ben-Levy mentioned, “As the weather improves, there are more temptations with more people outdoors as many are experiencing quarantine fatigue. It is so important to stay vigilant in social distancing and protection to avoid a dreaded “second wave”. Please let this serve as a reminder that this virus is still out there and we must maintain our distance to protect one another as well as our health care system. Stay strong Roslyn!”

**Ms. Ben-Levy made a motion to move to the action items of the agenda and read the following statement:**

As authorized by Governor Andrew M. Cuomo’s Executive Order No. 202.1, issued on March 12, 2020, as extended by subsequent executive orders, this meeting is being held remotely and broadcasted by videoconference in order to provide the public with the ability to listen to and observe the meeting and to allow the district to conduct critical and necessary business during these unprecedented times. As reflected in the public notice of this meeting, the public is not permitted to attend the meeting in person however consistent with the Governor’s executive orders; the public can listen to and observe the public meeting by ZOOM videoconference. Please note that this information is contained in the public notice of this meeting, together with the agenda for this meeting so that our public can easily follow along. Please note that this meeting will also be recorded and later transcribed with the executive order.”

Ms. Ben-Levy issued a reminder that the Board of Education regularly receives and reviews correspondences from our community and encourages it. She asked that any correspondence be sent to the Board of Education’s email address that is indicated on the website and to please remember the communication protocols. If you have any concerns or questions, please address them to the appropriate staff member on the appropriate level and they will respond in a timely manner.

**Ms. Ben-Levy moved to waive and suspend any applicable policies concerning the**

format of this meeting including policy 2400 regarding meetings of the Board which shall include the public participation in the meeting at this time, Mr. Saffron seconded and carried by a vote of 7-0.

Ms. Ben-Levy made a motion to adopt the agenda as a consent agenda. Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to move to a consent agenda.

### **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)**

### **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: Plainview-Old Bethpage Central School District  
Services: Health and Welfare Services for 5 students attending out of district schools for the 2019-2020 school year.  
Fees: \$923.49 per student  
Total estimated to be \$4,617.45

**B.2.** Recommendation to approve **2019-20** general fund appropriation requests:

FROM BUDGET CODE

AMOUNT

2850-448-08-6700-801	CO-CURR FIELD TRIPS	\$7,295.48
2110-448-08-6100-801	FIELD TRIP EXP- RESEARCH	\$630.16
	<b>Subtotal</b>	<b>\$7,925.64</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
5510-163-03-9000-303	TRANS N C SAL SUPLM	\$7,925.64
	<b>Subtotal</b>	<b>\$7,925.64</b>

REASON FOR TRANSFER REQUEST: To cover transportation costs associated with various RHS club and class trips prior to March 16, 2020.

**B.3.** Recommendation to approve **2019-20** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2020-440-08-9000-801	SUPVN TRAV CONF WKSHP	\$5,207.16
2020-445-08-9000-801	EQPT REPAIR HS	\$3,750.00
2070-430-03-9000-301	CONTR SVCES PROF DEVEL	\$5,000.00
2110-430-08-9000-801	TCHG HS CONTR	\$28.75
2610-443-06-9000-311	LIB PROF & TECH SVCES HTS	\$5,000.00
2850-430-08-6500-801	CONTRACTED SVCS- M BAND	\$373.48
2850-430-08-7000-801	CONTR HS Theatre Arts	\$640.61
2070-153-03-9000-301	TCHR SAL, PROF DEV	\$5,000.00
	<b>Subtotal</b>	<b>\$25,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1680-430-03-9000-311	DISTW ADMIN COMPS	\$25,000.00
	<b>Subtotal</b>	<b>\$25,000.00</b>

REASON FOR TRANSFER REQUEST: To cover costs associated with creating virtual tours in lieu of in-person tours of all (5) district schools for incoming students due to the COVID-19 pandemic.

**B.4.** Recommendation to approve **2019-20** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2330-153-03-5900-301	TCH SAL SUMM PROG	\$18,000.00
2110-230-03-9000-301	DISTRICT Classroom Furn	\$14,900.00
1680-200-03-9000-311	COMPUTER EQPT	\$66,000.00
9060-800-03-9000-303	MEDICAL INS ADM	\$423,100.00
	<b>Subtotal</b>	<b>\$522,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2630-450-03-1100-311	COMP SUPPLIES DW	\$503,000.00
2630-430-03-1100-311	COMP CONTR	\$19,000.00
	<b>Subtotal</b>	<b>\$522,000.00</b>

REASON FOR TRANSFER REQUEST: To cover costs associated with the purchase of one-to-one devices for all students grades K-12 to facilitate remote learning throughout the district due to the COVID-19 pandemic. The devices we are purchasing are Chromebooks.

**B.5.** Recommendation to approve **2019-20** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9020-800-03-9000-303	TCHR RET SYSTEM	\$100,000.00
	<b>Subtotal</b>	<b>\$100,000.00</b>

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1420-442-03-9000-303	LEGAL SVCES	\$100,000.00
	<b>Subtotal</b>	<b>\$100,000.00</b>

REASON FOR TRANSFER REQUEST: To cover actual and anticipated fees for legal services for the remainder of the school year.

**B.6.** Recommendation to approve the following payments to BBS 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 #
\$55,190.21	HS Prof. Svcs.	2110-245-08-1908	H19-00022	8
\$4,489.00	MS Prof. Svcs.	2110-201-09-1909	H19-00033	1
\$105.19	Hts. Reimbursables	2110-245-06-20HT	H19-00022	6
\$105.20	HH Reimbursables	2110-245-07-20HH	H19-00022	7

**B.7.** Recommendation to approve the following payments to Park East Construction Corporation for services and reimbursements rendered to the District by Park East in connection with the takeover of Baruti Construction Corporation’s work at the Heights Elementary School as set forth in the table below. [Funds will be deducted from the Capital Budget Codes indicated in the table below.]

Payment	Location/Project	Budget	PO #	Inv #
\$33,806.00	HS Prof. Svcs.	2110-201-08-1908	H19-00033	HS-1

**B.8.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with RENU, Inc. in the amount of \$5,990 which will increase purchase order H20-00013 in account code H1620.293.08.1908.

RENU, Inc. (HS GC-004) for the work necessary to replace two existing roof curbs. This was presented to the Board of Education as a pending change order (PCO #8) as item B6 on the agenda of 12/12/19 with an estimated cost of \$6,000.

**B.9. RESOLUTION OF THE ROSLYN UNION FREE SCHOOL DISTRICT, NEW YORK, DELEGATING TO THE PRESIDENT OF THE BOARD OF EDUCATION THE POWER TO AUTHORIZE THE ISSUANCE OF TAX ANTICIPATION NOTES.**

THE BOARD OF EDUCATION OF THE ROSLYN UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF NASSAU, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than a majority of all the members of said Board of Education) AS FOLLOWS:

Section 1. In order to facilitate the issuance from time to time of tax anticipation notes to meet periodic cash-flow needs pursuant to Section 24.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law"), the Board of Education of the Roslyn Union Free School District (the "District"), in the County of Nassau, New York, hereby delegates its power to authorize the issuance of tax anticipation notes (herein referred to as the "Notes") to the President of the Board of Education, the chief fiscal officer of the District, pursuant to Section 30.00 of the Law.

Section 2. All Notes so authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 3. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00 and 60.00 of the Law, the powers to sell and issue such Notes, including the renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute tax certifications relative thereto, are hereby further delegated to the President of the Board of Education.

Section 4. All of such Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 5. The powers hereby delegated shall be exercised by the President of the Board of Education until the Board of Education, by resolution, shall elect to reassume the same.

Section 6. This resolution shall take effect immediately.

**B.10.** Recommendation that, pursuant to receipt of a donation in the amount of \$75.00 from Anna and Robert Kotler, Roslyn parents, the Board of Education hereby accepts the money for deposit to the FINA Fund (TE 0301).

**B.11.** Recommendation that, pursuant to receipt of a donation in the amount of \$400.00 from Roslyn residents, The Dviri Family, in honor of Dr. Regina LaRocca and Ms. Corrine Decker, the Board of Education hereby accepts the money for deposit to the FINA Fund (TE 0301). (**Attachment B.11.**)

#### **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 March 12 and 26; April 2 and 6, 2020.

**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 April 27, 29 and 30, 2020.

#### **BOARD OF EDUCATION:**

**BOE.1 RESOLVED** that the Board of Education hereby adopts the budget in the amount of \$115,330,236 be presented to the qualified voters of the district at the Annual Meeting June 9, 2020 and

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the submission to the State Education Department and publication of the 2020-21 Property Tax Report Card. (**Attachment BOE.1**)

**BOE.2** Recommendation to nominate the following two Board members to serve as co-chairpersons of the Annual Election and Budget Vote to be held on June 9, 2020: Nominee(s): Meryl Waxman Ben-Levy, President and Clifford Saffron, Vice President.

**BOE.3 BE IT RESOLVED**, that Ann Visone is appointed as acting District Clerk for the June 9, 2020 Annual Budget Vote and Election in the event the District Clerk is unable to perform the duties of her position at compensation to be determined.

**BOE.4** Recommendation that the Board authorizes the District Clerk to appoint District employees to act as district election clerks and inspectors of the election for the June 9, 2020 Annual Meeting, Budget Vote and Election of Trustees at a



compensation to be determined.

**BOE.5** Recommendation to conduct the *Second reading* of the Board of Education Policy:

5270 Extra-Curricular and Co-Curricular Activities (**Attachment BOE.5**)

**BOE.6 WHEREAS**, the 2012-2020 labor agreement between the Board of Education of the Roslyn Union Free School District (hereinafter “District”) and the Roslyn Educational Secretaries Association (hereinafter “Association”) will expire on June 30, 2020;

**WHEREAS**, representatives of the respective parties have engaged in negotiations for a successor agreement to said expiring labor agreement; and

**WHEREAS**, the representatives of the District and the Association memorialized their agreement in a Memorandum of Agreement dated May 1, 2020;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Education of the Roslyn Union Free School District herewith ratifies the Memorandum of Agreement hereinabove referenced and authorizes the expenditure of funds necessary to implement said Agreement; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby authorizes the Board President and the Superintendent of Schools to execute a more formal agreement incorporating the terms of said Memorandum of Agreement into a more formal written collective bargaining agreement.

**Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to accept the Personnel Agenda items P.1 – P.2, Business/Finance Agenda Items B.1 – B.9, Curriculum and Instruction Agenda Items C&I.1 – C&I.2 and Board of Education Agenda Items BOE. 1- BOE.6 as a consent agenda.**

#### **Adjournment**

**There being no further business to come before the Board of Education, Ms. Ben-Levy made a motion to adjourn; seconded by Mr. Saffron carried by a vote of 7-0, to adjourn at 6:11p.m.**

**Respectfully submitted,**

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