

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

Monday, June 1, 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 respect to the conduct of the meeting. The

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

Pledge of Allegiance

Ms. Ben-Levy called the budget hearing to order at 6:04 p.m. Ms. Ben-Levy explained how this evening's budget hearing and comments will be handled.

6:00 pm. - Budget Hearing [Even though the law requires a "Budget Hearing", please understand that the law also requires that nothing can be changed in the budget at this time. This "hearing" is purely informational.]

Ms. Brown explained the proposed budget for the 20-21 school year will included a 1.89% budget to budge increase with a tax levy increase of 1.83%. This limit is well below the allowable tax levy limit of 3.58% and reminded everyone that this budget maintains current instructional programs and district initiates.

Ms. Brown outlined some of this year's budget hi-lights:

- One to One computer devices for all students grades K-12,
- Video and audio equipment upgrades for all classrooms
- District-wide personal PPE including cleaning supplies and sanitizers
- Teacher assistants to ride the buses with our elementary students to and from school and for additional supervision and to help in managing social distancing
- Certified math specialists at the elementary level
- New course offerings, materials and supplies
- Protective social distancing furniture
- No touch water filtering station fountains
- Professional development
- Curriculum writing for the remote connections,
- Google classroom for standardizing instructional resources and organizing assignments
- Advanced ZOOM license for all staff to deliver online instruction
- New building security enhancements including video surveillance and additional card access.

Ms. Ben-Levy thanked Ms. Brown, Central Office Administration and staff members for presenting a reimagined budget that the Board adopted and fully embraced on May 19, 2020 and the Board is very proud to present this budget to the community for support.

Ms. Ben-Levy asked for comments from the public.

Public Comment

No comments.

Ms. Ben-Levy closed the budget hearing at 6:07 p.m.

Recommendation to accept the Claims Auditor's Report for April 2020.

Ms. Ben-Levy moved, seconded by Mr. Saffron, carried by a vote of 7-0, to accept the Claims Audit Report for April 2020

Recommendation to accept the Claims Auditor's Quarterly Report for January, February and March 2020.

Mr. Saffron moved, seconded by Ms. Ben-Levy, carried by a vote of 7-0; to accept to accept the January 2020 – March 2020 Quarterly Claims Audit Report

Board President's Comments

Ms. Ben-Levy waived additional comments this evening.

Superintendent's Comments

Ms. Brown had no further comments.

Ms. Ben-Levy moved in accordance with Executive Order 202.1 by Governor Andrew M Cuomo issued on March 12, 2020 to conduct the Meeting by video conferencing and to suspend any of our common practices with regard to the conduct of the meeting including the portion of public participation.

Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to conduct the Board Meeting via this manner in accordance with the Executive Order and suspend our common practices with regard to the conduct of this meeting.

Ms. Ben-Levy moved to embrace our agenda as a consent agenda.

Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to conduct as a consent agenda.

Ms. Ben-Levy made a motion to adopt each and every item on the agenda as a consent agenda by unanimous consent.

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**, the current position of School Treasurer (part-time) appointed for the period of July 1, 2019 through June 30, 2020 shall conclude on June 30, 2020; and

BE IT FURTHER RESOLVED, the appointment of the individual currently in the position of School Treasurer (part-time) as appointed effective July 1, 2019 shall conclude as of the close of business on June 30, 2020.

P.4 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.4)**

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: R.S. Abrams & Co., LLP
Services: Training sessions for District Treasurer
Fees: As specified in the Agreement
(Agreement is subject to review and approval by District counsel)

(ii) Contractee: North Shore Schools
Services: One (1) North Shore resident to attend Summer School 2020 and Special programs 2020-21 school year.
Summer School Tuition \$4,135.00 plus sending district is responsible to pay for all related services. (July 6, 2020 through August 14, 2020)
10 Month Tuition - \$100,873.00 – Elementary Rate
(September 1, 2020 through June 25, 2021)

Total estimated to be \$105,008.00 plus sending district is responsible to pay for all related services during Summer School 2020. (Roslyn to receive)

- (iii) Contractee: Wantagh School District
Services: One (1) Wantagh resident to attend Special programs 2020-21 school year.
Fees: 10 Month Tuition - \$107,608.00 – Secondary Rate (September 1, 2020 through June 25, 2021)
Total estimated to be \$107,608.00 (Roslyn to receive)
- (iv) Contractee: Port Washington Union Free School District
Services: One (1) Port Washington resident to attend Summer School 2020 and two (2) residents to attend Special programs 2020-21 school year.
Fees: Summer Tuition - \$4,135.00 plus sending district is responsible to pay for all related services. (July 6, 2020 through August 14, 2020)
1 Student 10 Month Tuition-\$ 100,873.00 – Elementary Rate
1 Student 10 Month Tuition - \$ 107,608.00 – Secondary Rate (September 1, 2020 through June 25, 2021)
Total estimated to be \$212,616.00 plus sending district is responsible to pay for all related services during Summer School 2020. (Roslyn to receive)
- (v) Contractee: Garden City Public Schools
Services: One (1) Garden City resident to attend Special programs 2020-21 school year.
Fees: 10 Month Tuition - \$100,873.00 – Elementary Rate (September 1, 2020 through June 25, 2021)
Total estimated to be \$100,873.00 (Roslyn to receive)
- (vi) *Contractor: EI US, LLC d/b/a LearnWell
Services: Tutoring services as necessary for the 2020-21 school year
Fees: Total estimated to be \$10,000
(Agreement is subject to review and approval by District counsel)
- (vii) *Contractor: Long Island Tutorial Services, Inc.
Services: Tutoring services as necessary for the 2020-21 school year
Fees: Total estimated to be \$30,000
(Agreement is subject to review and approval by District counsel)
- (viii) *Contractor: Syosset Home Tutoring, Inc.
Services: Tutoring services as necessary for the 2020-21 school year
Fees: Total estimated to be \$20,000
(Agreement is subject to review and approval by District counsel)

- (ix) *Contractor: Tutoring for Life, LLC
 Services: Tutoring services as necessary for the 2020-21 school year
 Fees: Total estimated to be \$20,000
 (Agreement is subject to review and approval by District counsel)

Recommendation to **amend** the following contract (x) which was approved by the Board of Education on May 7, 2020 (item B.12.) by adding three providers:

- (x) **WHEREAS**, on January 23, 2020, the Board of Education authorized Roslyn UFSD to join with thirty-nine (39) other public school districts in Nassau County to jointly solicit proposals for Special Education Related Services for the 2020-2021 school year (and any renewal period) in accordance with the applicable provisions of General Municipal Law; and

WHEREAS, proposals were sent to 372 service providers (both individuals and firms) and we received on March 16, 2020 proposals from 475 **178** service providers and evaluated them in accordance with the terms of an Inter-Municipal Agreement among the school districts;

NOW THEREFORE BE IT RESOLVED, that proposals be accepted from the responding vendors listed below for their respective services; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the District to prepare formal agreements between the District and the providers recommended by the Director of Special Education and Pupil Personnel Services, and authorizes the President of the Board of Education to execute said agreement(s).

*Helping Hands Children Services
 Dr. Caryl Oris
 Life's WORC – The Family Center for Autism*

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-03-3300-303	SECURITY SVCES - DIST	\$11,250.00
	Subtotal	\$11,250.00
 <u>TO BUDGET CODE</u>		 <u>AMOUNT</u>
1310-430-03-8900-303	COVID Cont Svces	\$11,250.00
	Subtotal	\$11,250.00

REASON FOR TRANSFER REQUEST: To cover costs associated with providing emergency child care for Roslyn residents who are first responders and/or health care workers, as per the Governor's executive order.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9030-800-03-9000-303	SOCIAL SECURITY	\$50,000.00
	Subtotal	\$50,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
9050-800-03-9000-312	UNEMPLOY ADM	\$50,000.00
	Subtotal	\$50,000.00

REASON FOR TRANSFER REQUEST: To cover costs associated with the impact of the COVID-19 pandemic on unemployment expenses.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-424-03-9000-310	NATURAL GAS- DIST	\$866.03
1620-424-07-9000-310	NATURAL GAS- HH	\$2,180.06
1620-424-08-9000-310	NATURAL GAS- HS	\$7,657.99
1620-424-09-9000-310	NATURAL GAS- MS	\$24,295.92
	Subtotal	\$35,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-03-9000-310	MAINT CONT SVCES - DIST	\$35,000.00
	Subtotal	\$35,000.00

REASON FOR TRANSFER REQUEST: To cover costs associated with work to be done on the district septic system pumping, the security system at Heights, and plumbing repairs.

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

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-424-08-9000-310	NATURAL GAS- HS	\$50,000.00
	Subtotal	\$50,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-450-03-9000-310	MAINT SUPPLIES - DIST	\$50,000.00
	Subtotal	\$50,000.00

REASON FOR TRANSFER REQUEST: To cover costs associated with purchasing masks, signage, and cleaning supplies based on the impact of the COVID-19 pandemic along with ceiling tiles, and locksmith materials.

B.6. Recommendation to approve **2019-20** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1620-424-03-9000-310	NATURAL GAS- DIST	\$3,811.78
1620-424-04-9000-310	NATURAL GAS- EH	\$5,237.54
1620-424-06-9000-310	NATURAL GAS- HGTS	\$7,657.99
1620-429-03-9000-310	OPER UNIFORMS	\$5,624.77

1620-430-03-9000-310	CONT SVCES - SECURITY	\$10,000.00
1620-450-03-3800-310	SUPPLIES – REC MGT	\$3,615.50
1621-428-03-9000-310	MAINT GASOLINE	\$6,787.46
1620-423-03-6600-310	FUEL OIL– HEAT – Hilltop	\$451.77
1620-423-04-9000-310	FUEL OIL- EH	\$469.02
1620-423-06-9000-310	FUEL OIL- HGTS	\$2,720.37
1620-423-09-9000-310	FUEL OIL- MS	\$10,042.95
1620-426-09-9000-310	WATER- MS	\$9,114.29
1621-440-03-9000-310	MAINT TRAINING	\$1,500.00
1621-434-03-9000-310	ADV / LEGAL NOTICES	\$1,000.00
	Subtotal	\$68,033.44

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-446-03-9000-310	MAINT-DIST-BUILDING REP	\$68,033.44
	Subtotal	\$68,033.44

REASON FOR TRANSFER REQUEST: To cover costs associated with work to be done in the district; East Hills and Harbor Hill gym floor sanding and finishing, East Hills asphalt repairs, and district-wide gym equipment inspections.

- B.7.** Recommendation to approve a payment in the amount of \$46,946.63 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 04/30/2020.
- B.8.** Recommendation to ~~approve~~ *reverse the approval of* the payment to BBS Architects, which was originally approved by the Board of Education on May 19, 2020 (item B.6), and to approve instead the same payment 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 #
\$4,489.00	MS Prof. Svcs.	2110-201-09-1909	H19-00033	1

- B.9.** Recommendation to approve **2019-20** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2855-156-08-6800-309	COACH STIPENDS - HS	\$60,000.00
	Subtotal	\$60,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-446-08-9000-310	MAINT-BUILDING-HS	\$60,000.00
	Subtotal	\$60,000.00

REASON FOR TRANSFER REQUEST: To cover costs associated with repairing and/or replacing the wall mats in both the main and auxiliary gyms in the high school.

- B.10.** 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 Girls Locker Room General Construction PCO #1: RENU Proposed Change Order #1 (High School) in order to provide and install new walls within the girls locker room toilet / shower area; the removal and installation of new hot water piping with insulation from new RTU to storage room; and additional abatement required to remove and dispose of CMU walls in their entirety due to poor quality of CMU walls after tile removal. The total cost of this work is \$28,987. It will be funded through the Abatement Allowance (\$10,000) and the General Construction Allowance (\$25,000) leaving a balance in the GC allowance of \$6,013. This work was in the critical path and therefore authorized to proceed prior to the approval of this PCO.

- B.11.** Recommendation that, pursuant to receipt of a scholarship disbursement to Susan Warren, Assistant Administrator for Business, in the amount of \$1,016.00 from Nassau Association of School Business Officials, to be used for conference attendance, the Board of Education hereby accepts the gift, and increases the appropriation in 1240.440.03.9000.302 (SUPT TRAV CONF WKSHP) by \$1,016.00 with the understanding that this increase in appropriations is the result of unanticipated revenue and therefore will result in no impact on the tax levy.

- B.12.** Recommendation to approve **2019-20** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2250-472-03-9000-307	PRIVATE SCH TUITION	\$40,000.00
	Subtotal	\$40,000.00
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2815-450-03-9000-307	HLTH SVCES SUPP DW	\$40,000.00
	Subtotal	\$40,000.00

REASON FOR TRANSFER REQUEST: To cover costs associated with purchasing hand sanitizing products and masks district-wide based on the impact of the COVID-19 pandemic.

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 27; April 2, 3, 6 and 22; May 4, 6 and 13, 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 29 and 30; May 11, 2020.

BOARD OF EDUCATION:

BOE.1 Recommendation to conduct the *Third Reading* of the Board of Education Policy:

5270 Extra-Curricular and Co-Curricular Activities (**Attachment BOE.1**)

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

5290 – Students Eligibility for participation in Extracurricular Activities

And hereby *adopts the following policies*:

5270 Extra-Curricular and Co-Curricular Activities

BOE.3 BE IT RESOLVED, that the Board of Education hereby approves an Amendment to Settlement and Release dated March 12, 2020 in connection with a contemplated due process complaint, a copy of which has been provided to and reviewed by the members of the Board of Education.

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to sign said Amendment to Settlement and Release pertaining to the settlement of the contemplated impartial hearing, on behalf of the Board.

BOE.4 Recommendation that the Board appoints the District Clerk, Nancy Carney Jones as an Election Inspector for the Annual Election and Budget Vote to be held on June 9, 2020 .

BOE.5 Recommendation to approve Meryl Waxman Ben-Levy, Steven Litvack, David Dubner and Michael Levine to attend the live virtual two-half day NYSSBA 2020 Summer Law Conference on July 21 and July 22, 2020 at a cost not to exceed \$520.00.

BOE.6 WHEREAS, pursuant to Executive Order 202, the Governor of the State of New York issued a declaration of emergency for the entire State of New York as a result of COVID-19 and under such State as well as local Executive Orders and declarations of emergency, the District's school buildings have been closed to

students and non-essential staff through the end of the 2019-2020 academic year;
and

WHEREAS, supplemental Executive Orders have been issued, including Orders 202.11, 202.14 and 202.18, as extended by Orders 202.28 and 202.29 which required the District to continue plans for alternative instructional options through the District's scheduled Spring Recess period; and

WHEREAS, as a consequence of the aforementioned Executive Orders, the District is modifying its school calendar; and

BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District herewith modifies the 2019-2020 Roslyn UFSD school calendar to the extent that the last day of student instruction shall be June 15, 2020, and the last day for applicable instructional staff (including all Roslyn Teacher Association unit members) and applicable non-instructional 10-month staff (including members of the Roslyn Food Service Association and the Roslyn Paraprofessionals Association) shall be June 17, 2020.

Ms. Ben-Levy moved, Mr. Saffron seconded and carried by a vote of 7-0, to accept the Personnel Agenda items P.1 – P.4, Business/Finance Agenda Items B.1 – B.12, 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 6:09 p.m.

Respectfully submitted,

Nancy Carney Jones
Nancy Carney Jones
District Clerk