

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

Thursday, July 18, 2019

7:00 A.M.

Roslyn Administration Building

Minutes

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

ALSO PRESENT

Allison Brown	Superintendent
Joseph C. Dragone	Assistant Superintendent for Business and Administration
Karina Báez	Assistant Superintendent for Primary Education
Nancy Carney Jones	District Clerk

ABSENT

Steven Litvack	
Bruce Valauri	
Michael Goldspiel	Assistant Superintendent for Secondary Education

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

6:45 a.m. - Executive Session

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); that the Board of Education adjourns to Executive Session at 6:47 a.m., to discuss real estate, personnel and potential litigation matters.

The Executive Session adjourned at 7:15 a.m. The Board reconvened in Public Session in the Administration Building at 7:15 a.m.

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

Recommendation to accept the Claims Audit Reports for June 2019

Mr. Seinfeld moved, seconded by Mr. Saffron, carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to accept the Claims Auditors Report for June 2019

Recommendation to accept the minutes from the following meeting(s): June 27, 2019; July 2, 2019; Re-org; July 2, 2019

Mr. Dubner moved, seconded by Mr. Saffron, carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to accept the minutes for June 27, 2019; Carried by a vote of 4-0 (Mr. Seinfeld abstained, Dr. Valauri and Mr. Litvack absent) to accept the minutes of July 2, 2019 and Re-org - July 2, 2019

Board President's Comments

No comments.

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 public 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** Recommendation to approve the Adult Education Instructor Salaries attached as **(Attachment P.3)**
- P.4** Recommendation to approve a salary increase of 2% for all part-time bus monitors hired before December 1, 2018, effective July 1, 2019.

Mr. Saffron moved, seconded by Mr. Dubner, carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to approve Agenda Items numbered P.1 - P.4

Ms. Brown requested from the floor to Table agenda item B.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: Tutoring for Life, LLC
Services: Tutoring services as necessary for the 2019-20 school year
Fees: Total estimated to be \$10,000
(Agreement is subject to review and approval by district counsel)

- (ii) Contractor: MKSA, LLC
Services: Various services for the 2019-20 school year as specified in the agreement
Fees: Total estimated to be \$20,000

Recommendation to **extend** the following contract [(iii) which was first approved by the Board of Education on June 28, 2016 (item B.13, Bid#16/17-50), extended on June 27, 2017 (item B.1. (xxvi)), and extended again on June 26, 2018 (item B.1. (ix))], in order to renew:

- (iii) Contractor: Jamaica Ash & Rubbish
Services: Refuse removal, street sweeping and drainage system for the 2019-20 school year
Total estimated to be \$60,202.37 (an increase of \$889.69)
(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract [(iv) which was first approved by the Board of Education on June 14, 2018 (item B.22, Bid# 18/19), and extended on June 13, 2019 (item B.1. (xii))] in order to renew:

- (iv) Contractor: Woods Menswear
Services: Uniforms for Transportation *and Custodial* staff for the 2019-2020 school year
Fees: Total estimated to be ~~\$9,000.00~~ \$20,000.00

Recommendation to **amend** the following contract (v) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxi)) and first amended on December 18, 2019 (item B.1. (ii)):

- (v) Contractor: Extraordinary Pediatrics, P.C.
Services: Various services for the 2018-19 school year as specified in the agreement
Fees: Total estimated to be ~~\$227,310~~ \$391,881 (\$17,310 for the summer program; ~~\$240,000~~ \$374,571 for the school year)

Recommendation to **amend** the following contract (vi) which was approved by the Board of Education on June 14, 2018 (item B.1. (xlii)) and first amended on November 1, 2018 (item B.1. (vi)):

- (vi) Contractor: The Summit School (Upper Nyack) Residential
Services: Educational/Residential services for 1 student for the 2018-19 summer and school year
Fees: \$27,318.58 for summer program (\$5,681 tuition; \$339.59/daily x 62 days maintenance fee, = \$21,054.58, \$583 summer dormitory authority fee) ~~\$77,121.67~~ \$79,321.67 for school year (~~\$34,088~~ \$36,288 tuition; \$3,497 dormitory authority fee; \$39,536.67 representing 38.424% of maintenance fees owed to Nassau County DSS)
Total estimated to be ~~\$104,440.25~~ \$106,640.25

Recommendation to **amend** the following contract (vii) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxxvi)) and first amended on November 1, 2018 (item B.1. (iii)):

- (vii) Contractor: Anderson Center for Autism
Services: Instructional services for 1 student for the 2018-19 school year
Fees: \$39,519.16 - summer program tuition and maintenance (\$9,035 tuition + \$30,484.16 summer maintenance daily rate (\$491.68 x 62 days)
~~\$114,246.57~~ \$119,525.97 - 10-month program tuition *plus 38.424% of maintenance owed to Nassau County DSS*
Total estimated to be ~~\$153,765.73~~ \$159,045.13

Recommendation to **amend** the following contract (viii) which was approved by the Board of Education on November 1, 2018 (item B.1. (i)):

- (viii) Contractor: The Center for Discovery
- Services: Instructional/Residential services for 1 student for the 2018-19 summer and school year
- Fees: \$13,071.00 for summer program
~~\$78,428.00~~ \$84,352.00 for the school year
Total estimated to be ~~\$91,499.00~~ \$97,423.00

Recommendation to **amend** the following contract (ix) which was approved by the Board of Education on June 14, 2018 (item B.1. (xli)) and first amended on September 6, 2018 (item B.1. (iv)):

- (ix) Contractor: The Summit School (Jamaica)
- Services: Instructional services for 4 students for the 2018-19 school year
- Fees: ~~\$34,088.00~~ \$36,288.00 per student
Total estimated to be ~~\$136,352.00~~ \$145,152.00

Recommendation to **amend** the following contract (x) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxii)) and first amended on June 13, 2019 (item B.1. (xiv)):

- (x) Contractor: Foundations Occupational Therapy
- Services: Various services for the 2018-19 school year as specified in the agreement
- Fees: Total estimated to be ~~\$136,605.50~~ \$147,211.00 (\$11,000 for the summer program; ~~\$125,605.50~~ \$136,211.00 for the school year)

Recommendation to **amend** the following contract (xi) which was approved by the Board of Education on June 14, 2018 (item B.1. (xvii)):

- (xi) Contractor: All About Kids/Mid-Island Therapy Associates
- Services: Various services for the 2018-19 school year as specified in the agreement
- Fees: Total estimated to be ~~\$68,000.00~~ \$101,066.17 (\$3,000 for summer program; ~~\$65,000.00~~ \$98,066.17 for school year)

Recommendation to **amend** the following contract (xii) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxiv)):

- (xii) Contractor: Helping Hands Children's Services, Inc.
- Services: Various services for the 2018-19 school year as specified in the agreement

Fees: Total estimated to be ~~\$95,000.00~~ \$115,662.50 (\$15,000 for the summer program; ~~\$80,000.00~~ \$100,662.50 for the school year)

Recommendation to **amend** the following contract (xiii) which was approved by the Board of Education on June 14, 2018 (item B.1. (xx)):

(xiii) Contractor: Michael Cunningham
 Services: Various services for the 2018-19 school year as specified in the agreement
 Fees: Total estimated to be ~~\$5,000.00~~ \$6,200.00

Recommendation to **amend** the following contract (xiv) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxxvii)):

(xiv) Contractor: Brookville Center for Children’s Services, Inc.
 Services: Full day autism program for 3 students for the 2018-19 summer *and 4 students for the school year*
 Fees: \$11,375 per student for summer program
 \$68,249 per student for the school year (*pro-rated at \$5,145.80 per month for one student who only attended as of June 2019*)
 Total estimated to be ~~\$238,872.00~~ \$244,017.80

B.2. Recommendation to approve **2018-19** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9060-800-03-9000-303	MEDICAL INS ADMIN	\$75,000.00
	Subtotal	\$75,000.00
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
9901-930-03-9000-303	TRANSFER TO SCHL LNCH	\$75,000.00
	Subtotal	\$75,000.00

REASON FOR TRANSFER REQUEST: To cover an anticipated deficit in the fund and to allow a write-off of uncollected student receivables.

B.3. 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 #02: North Shore Monuments Proposed Change Order PCO #02 (High School) at an estimated cost of \$1,231.00. This change order represents the cost to provide labor and materials to add field stone cladding to the monument supporting the Historic Marble Horse from the Mackay Estate which will sit in its original place in front of the school. **[TABLED]**

- B.4.** Recommendation to approve revisions to the Cooperative Transportation Contract Extensions for 2019-2020, which were approved on June 27, 2019 (item B.18.) to include changes in pricing for two schools (Lowell School increased, Nassau BOCES CCA Net Program decreased) and the addition of one child each at UCP – Roosevelt, Bais Yaakov Academy, and Cheder at the Ohel.
- B.5.** Recommendation to accept, pursuant to receipt by Melissa Krieger, East Hills School Principal, a gift from the American Heart Association for our participation in the Kids Heart Challenge, in the amount of \$100.00 to be appropriated to 2815.450.04.9000.401 to be used for purchasing healthy choice items, 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.6.** Recommendation to accept, pursuant to receipt by Jessica Kemler, Harbor Hill School Principal, a gift from the American Heart Association for our participation in the Kids Heart Challenge, in the amount of \$60.00 to be appropriated to 2110.200.07.2000.309 to be used for purchasing additional Physical Education equipment, 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.7.** Recommendation to accept, pursuant to receipt by Jessica Kemler, Harbor Hill School Principal, a gift from Stop and Shop for our participation in their A+ Rewards Program, in the amount of \$60.83 to be appropriated to 2610.450.07.9000.701 to be used for purchasing additional library materials, 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.8.** Recommendation to accept, pursuant to receipt by Dr. Scott Andrews, Roslyn High School Principal, a mini-grant from Rochester Institute of Technology, in the amount of \$360.00, to be appropriated to 2110.450.08.3000.801 to be used for PLTW programming, 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.9.** Recommendation by Dr. Michael Brostowski, Director of Health, Physical Education, and Athletics, to declare the attached items no longer useful. They will be put up for public sale. **(Attachment B.9.)**

Addendum

B.3 Agenda Item Tabled

B.10. Calendar/Brochure Printing Bid 19/20-35C

Bid Advertised – July 5, 2019
Bid Mailed – July 5, 2019
Bid Opened – July 17, 2019
Number of invitations to bid mailed - 5
Number of bids received - 4

Recommendation: That award based on low cost satisfactorily meeting specifications is made to the following:

****COURIER PRINTING CORP. 24 LAUREL BANK AVE. DEPOSIT, NY 13754**

FALL and SPRING Adult Education CATALOG 2019/2020:

PRINTING:

20 pages including cover, 45,000 pieces	\$11,318.00
20,000 pieces carrier sort mailing	\$450.00
22,000 pieces addressed for 3 rd class mailing	<u>\$650.00</u>
Total	12,418.00

Recommendation: That award based on low cost satisfactorily meeting specifications is made to the following:

****NYSTROM PUBLISHING COMPANY 9100 COTTONWOOD LANE NORTH, MAPLE GROVE, MN 55369**

PRINTING & MAILING OF SCHOOL CALENDAR

4000 COPIES PRINTED	\$3348.09
ADDRESS & PREPARING FOR MAILING	<u>\$179.24</u>
TOTAL PRINTING & PREPARING	\$3527.33

Recommendation: That award based on low cost satisfactorily meeting specification to be made to:

****THE MARSID M & M GROUP 245 WESTBURY AVE. CARLE PLACE, NY 11514**

COMMENCEMENT BOOKLETS 2019-2020:

28 pages including cover, 2,000 pieces	\$3,475.00
Per 4 page additional	\$100.00

COURSE OFFERING BOOKS 2019-2020:

56 pages including cover, 100 piece	\$650.00
Per 4 page additional	\$75.00

Estimated total cost is within 2019-2020 budgets.

B.11. Recommendation to approve **2018-19** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
9060-800-03-9000-303	MEDICAL INS ADMIN	\$3,000.00
	Subtotal	\$3,000.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1420-442-03-9000-303	LEGAL SERVICES	\$3,000.00
	Subtotal	\$3,000.00

REASON FOR TRANSFER REQUEST: To pay for legal services in excess of budgeted amount.

Ms. Brown requested to table agenda item B.3

Mr. Saffron moved, seconded by Ms. Ben-Levy, carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to approve table Agenda Item numbered B.3

Mr. Saffron moved, seconded by Mr. Levine, carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to approve Agenda Items numbered B.1 – B.2, B.3 (TABLED), B.4 – B.9, Addenda B.10 – 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 June 21, 2019.

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 February 7, 2019; March 18, 19, 20, 25, 27, 29, 2019; April 1, 2, 3, 4, 9, 10, 11, 12, 15, 16, 30, 2019; May 1, 2, 7, 8, 9, 10, 14, 15, 16, 17, 21, 2019; June 4, 5, 6, 10, 11, 13, 18, 20, 21, 24, 25, 27, 2019; July 2, 10, 2019.

C&I.3 Recommendation to approve 140 students and ~~13~~ 14 chaperones to attend Marching Band Camp at Camp Taconic in Hinsdale, Massachusetts from August 12, through 18, 2019 at an estimated cost to the district of ~~\$39,204.00~~ \$41,446.00 [Total cost of trip: ~~\$125,784.00~~ \$128,026.00. Student contribution: \$86,580.00; district contribution: ~~\$39,204.00~~]. (Trip originally approved at 6/27 BOE meeting Item C&I. 6.)

C&I.4 Recommendation to appoint the following curriculum writers for the 2019-2020 school year as per RTA contract:

<u>Curriculum</u>	<u>Writer(s)</u>	<u>Hours Approved</u>
Experiments in Science	Denise Tretola	4
	Jenna Ruber	4
	Hanna Greenfield	4

(Curriculum Writing Project approved at the 6/13/2019 BOE Meeting, Item C&I.8)

Mr. Saffron moved, seconded by Mr. Levine carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to approve Agenda Item numbered C&I.1 - C&I.4

BOARD OF EDUCATION:

BOE.1 Appointment of General Counsel to the Board of Education (as amended)
Recommendation that the firm of Ingerman Smith, LLP be engaged as legal counsel to the Board of Education during the 2019-2020 school year at an annual retainer fee of \$175,000 ~~\$175,240~~ and to authorize the Board President to execute the letter of agreement dated July 1, 2019. [The annual retainer fee also includes the first three hundred (300) hours of legal services in connection with “Non-Retainer Services”. All excess hours will be billed at the rate of \$240 ~~\$230~~ per hour. ~~\$240~~ ~~\$230~~ per hour will be charged for litigation, real estate, construction and other non-retainer matters].
[Originally Approved at the July 2, 2019 Re-organization Meeting, Item #9]

BOE.2 Recommendation to conduct the third reading of the Board of Education policies:
6690 Audit Committee
8332 District Owned Cellular Telephones (**Attachment BOE.2**)

BOE.3 BE IT RESOLVED that the Board of Education of the Roslyn Public Schools hereby *adopts the following policies*:
6690 Audit Committee
8332 District Owned Cellular Telephones

BOE.4 Recommendation to conduct the second reading of the Board of Education policy:
6140 Budget Transfer (**Attachment BOE.4**)
(The first reading was held at the 7/2/19 board meeting)

Addendum

BOE.5 BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby consents to the amended PILOT agreement for Laurel Homes located at 72 Laurel Street in Roslyn Heights, as proposed and described by the North Hempstead Housing Authority in the letter of its Executive Director, Sean

T. Rainey to the Superintendent of Schools dated July 17, 2019;

BE IT FURTHER RESOLVED, that the Board of Education herewith authorizes the President of the Board of Education to execute said letter thereby memorializing such consent on behalf of the Board of Education.

BOE.6 RESOLVED that upon reviewing in executive session a grievance appeal dated June 11, 2019 and July 2, 2019, that was filed under the Grievance Procedure set forth in Article XXII(e) of the applicable collective bargaining agreement between the Roslyn Educational Secretaries Association and the Roslyn Union Free School District, the Board of Education denies the grievance in that the School District did not violate Article XVII Section 5, as alleged.

Mr. Saffron moved, seconded by Mr. Dubner, carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to approve Agenda Items BOE.1 – BOE.4, Addenda BOE.5 and 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 Mr. Seinfeld, carried by a vote of 5-0 (Dr. Valauri and Mr. Litvack absent); to adjourn at 7:25 a.m.

Respectfully submitted,
Nancy Carney Jones
Nancy Carney Jones
District Clerk