

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

**Thursday, September 5, 2019**

**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 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   |
| Andrew Antenberg   | Student Delegate   |

**ABSENT**

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

Pursuant to Public Officers Law, Section 105, 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, and personnel matters.

The Executive Session adjourned at 7:57 p.m. The Board reconvened in Public Session in the High School Board Room at 8:15 p.m.

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

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

Welcome and Introduction of New Staff for 2019 – 2020

Ms. Brown welcomed and introduced the following new staff members to the Board of Education:

|                             |                      |
|-----------------------------|----------------------|
| <b><i>District-Wide</i></b> |                      |
| Ricardo Bell                | FT Bus Driver        |
| Gregory Coppola             | Security Aide PT Sub |
| Robert Giglio               | Security Aide PT Sub |
| Robert Johnson              | Maintainer           |
| John McCann                 | PT Bus Driver        |
| Danielle Pappas             | World Language Chair |
| Tyasia Simmons              | PT Bus Monitor       |
| Shallon White               | PT Bus Monitor       |
| <b><i>East Hills</i></b>    |                      |
| Patricia Brennan            | Teacher              |
| Lynda Borrero               | Monitor              |
| Deirdre Connolly            | Monitor              |
| Emilio Cruz                 | Teacher .4HTS/.6HH   |
| Jennifer Flaherty           | Teaching Assistant   |
| Steven May                  | Teaching Assistant   |
| Olivia Melaniff             | Teaching Assistant   |
| Tracey Perles               | Teacher .3 EH/.3HH   |
| Jana Ross                   | Teacher              |
| Madeline Schroeder          | Teaching Assistant   |
| Selena Stapler              | Teaching Assistant   |
| <b><i>Harbor Hill</i></b>   |                      |
| Kristyn Barnett             | Teacher              |
| Emily Esposito              | Teacher              |
| Ricki Harwin                | Teacher              |
| Laura Homler                | Teacher Assistant    |
| Christina Kampson           | Teacher - Art        |
| Joanna Rocco                | Teacher - Music      |
| Jessica Savitt              | Teacher              |
| Cheryl Soto                 | Teaching Assistant   |
| <b><i>Heights</i></b>       |                      |
| Alexandra Kaimis            | Teacher              |
| Robyn Lisnitzer             | Teaching Assistant   |
| Stella Murciano-Marpert     | Teaching Assistant   |
| Rita Palmer                 | Monitor              |
| Bari Prince                 | Teaching Assistant   |
| Sarah Schuld                | Teaching Assistant   |
| Rachel Schultz              | Teacher              |

|                             |                                  |
|-----------------------------|----------------------------------|
| Danielle Somoskey           | Teaching Assistant               |
| Paula Spatz                 | Teaching Assistant               |
|                             |                                  |
| <b><i>High School</i></b>   |                                  |
| Anardo Baez                 | Cleaner – Part time              |
| Annemarie Cornell           | Teaching Assistant               |
| Erika Donoghue              | Science Teacher                  |
| Daniel Goldbeck             | Math Teacher                     |
| Karin Tamburello            | Account Clerk                    |
| Lynne Wang                  | Teaching Assistant               |
| Erin Zimmerman              | English Teacher                  |
|                             |                                  |
| <b><i>Middle School</i></b> |                                  |
| Lisa DeMarco                | Guidance                         |
| Audrey Demas                | Reading Teacher .3MS/ .3HS       |
| Jill Fedun                  | English Teacher                  |
| Emily Feld                  | Sign Language Teacher MS/HS & DW |
| Michael Floccari            | Teaching Assistant               |
| Susan Greco                 | Teaching Assistant               |
| Hanna Greenfield            | Science Teacher                  |
| Susan Kenny                 | Reading Teacher                  |
| Dawn LoBosco                | Account Clerk                    |
| Paige Tarrant               | Teacher                          |

On behalf of the Board of Education, Ms. Ben-Levy welcomed the new staff and spoke of the excitement to have them as new members of the Roslyn community.

Ms. Ben-Levy thanked Ms. Brown and the Administrators for the outstanding job they did hiring the new staff and acknowledged the amount of time and effort it took to hire over 50 people.

Recommendation to accept the minutes from the following meeting:  
August 26, 2019

**Mr. Saffron moved, seconded by Mr. Levine, carried by a vote of 5-0, (Messrs. Dubner and Litvack abstained) to accept the minutes for August 26, 2019**

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

Ms. Ben-Levy commented on the incredible level of enthusiasm and positive energy she experienced at Superintendent's Conference Day. She stated with this level of enthusiasm we are off to a great year!

Ms. Ben-Levy shared with members of the Board the hi-lights of her speech she presented at Superintendent's Conference Day. She spoke of the impact schools have on the community and how we as a district serve our community. She also asked the staff to reflect on a person who mentored them during their education and

had a positive impact on their life. She challenged the staff to become that person for the children of Roslyn.

Ms. Ben-Levy presented her annual Superintendent's Conference Day photo video.

### **Superintendent's Comments**

Ms. Brown presented the video she had shown on Superintendents Conference Day. The video was of individuals who shared their story of a teacher who changed their lives. She spoke of the positive feedback she received and the desire of our staff to want to be that person.

Mr. Saffron thanked Ms. Ben-Levy for her annual video of the staff. He shared with the Board how members of the custodial staff were on the Harbor Hill campus at 7:00 am Saturday morning preparing for the opening of school on Tuesday. He spoke of the pride the staff showed in their work. He thanked the Administration for their leadership and for setting the example of what it means to be in Roslyn.

In addition, Mr. Saffron commented on this week's return of the Horse Tamer statue to the front of the High School. In 2012, the statue was removed to undertake a major restoration. The restoration was possible with donations from alumni, students, grants and private donors. The District is planning an unveiling ceremony at a future date.

Ms. Ben-Levy spoke of the great feedback the Board has received from the community with the return of the Horse Tamer.

Ms. Ben-Levy introduced the new student delegate Mr. Andrew Antenberg, OCC President.

### **Student Delegate's Comment**

Mr. Antenberg, OCC President stated school is off to a great start and the students are excited to be back. The seniors started the first day of school with the Senior Sunrise where they gathered on the turf field to watch the sunrise. At the end of the school year, they will gather to watch the sunset.

The first OCC meeting was held on September 4<sup>th</sup>, planning was started for the Pep Rally on Friday, September 20<sup>th</sup> and Homecoming on Saturday, September 21<sup>st</sup>.

Recommendation to accept the Claims Auditor's Quarterly Report for April, May and June 2019

**Mr. Dubner moved, seconded by Mr. Saffron, carried by a vote of 7-0; to accept to accept the April 2019 – June 2019 Quarterly Claims Audit Report**

Ms. Shari Diamond, Partner, Internal Audit, Cerini & Associates, LLP presented an overview of the Audit reports for April 2019 through June 2019.

The auditors reviewed 1,133 claims from the General, Trust & Agency, School Lunch, Federal, and Capital Funds. This quarter showed an overall incident percentage of .36%, which included zero (0) findings and four (4) other matters. The claims flagged were for informational purposes, which included confirming purchase orders, confirming purchase orders – signed by District and purchase orders increase after invoice date – signed by the District.

Ms. Diamond spoke of the fantastic results of the 4<sup>th</sup> quarter claims audits as the audits continue to have extremely low percentage rates of errors. She commented on the excellent communication the auditors have with the Business Office and the level of internal controls and education the District has in place for purchasing and accounts payable. Ms. Diamond wished everyone a wonderful school year.

Ms. Brown acknowledged the outstanding work of the Business Office.

### **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 comment.

### **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.1 Professional

| Item | Name                | Action                 | Position / Replacing                                   | Lo-cation | From   | To                               | Tenure Area | Certification / Class / Step / Salary |
|------|---------------------|------------------------|--|-----------|--------|----------------------------------|-------------|---------------------------------------|
| 146  | Stephanie Liebowitz | Appointment            | IPG Teacher (not to exceed 1.5 hours/week)             | EH        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |
| 147  | Stacie Sabella      | Appointment            | IPG Teacher (not to exceed 1.5 hours/week)             | EH        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |
| 148  | Lauren Wetherell    | Appointment            | IPG Teacher (not to exceed 1.5 hours/week)             | EH        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |
| 149  | Tiffany Oliver      | Appointment            | IPG Teacher (not to exceed 1 hour/week)                | HS        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |
| 150  | Christine Burns     | Appointment            | IPG Teacher (not to exceed 2.5 hours/week)             | HS        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |
| 151  | Lori Maller         | Substitute Appointment | IPG Teaching Assistant Substitute                      | EH        | 9/6/19 | 6/30/20                          |             | Per RPA Contract                      |
| 152  | Sylvia Churchill    | Resignation            | Per Diem Substitute Teacher                            |           |        | 9/13/19 (last day of employment) |             |                                       |
| 153  | Ellen Chavoustie    | Appointment            | After School Instructional Teaching - Math Olympiad    | EH        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |
| 154  | Theresa Arcarola    | Appointment            | Science Olympiad II                                    | MS        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |
| 155  | Joanna Rocco        | Appointment            | Musical Director (combined Musical and Vocal Director) | HS        | 9/6/19 | 6/30/20                          |             | Per RTA Contract                      |

|                           |                      |                        |  |    |        |         |  |  |
|---------------------------|----------------------|------------------------|--|----|--------|---------|--|--|
| 156                       | Brian Wedeking       | Appointment            | Auditorium Crew  | HS | 9/6/19 | 6/30/20 |  | Per RTA Contract                         |
| 157                       | Cathleen Marx        | Appointment            | RCP Costumes   | HS | 9/6/19 | 6/30/20 |  | Per RTA Contract                         |
| 158                       | Tyler Matos          | Appointment            | RCP Choreography   | HS | 9/6/19 | 6/30/20 |  | Per RTA Contract                         |
| 159                       | Brian Wedeking       | Appointment            | Stagecraft   | HS | 9/6/19 | 6/30/20 |  | Per RTA Contract                         |
| 160                       | Olivia Melaniff      | Appointment            | Lunch Duty Stipend   | EH | 9/6/19 | 6/30/20 |  | Per RPA Contract                         |
| 161                       | Kayla Sotomayor      | Appointment            | Lunch Duty Stipend   | EH | 9/6/19 | 6/30/20 |  | Per RPA Contract                         |
| 162                       | Selena Stapler       | Appointment            | Lunch Duty Stipend   | EH | 9/6/19 | 6/30/20 |  | Per RPA Contract                         |
| Replaces #48 on Orig. P1  | Remi Williams        | Appointment            | IPG Teaching Assistant (not to exceed 5 hours/week)          | HS | 9/6/19 | 6/30/20 |  | Per RPA Contract                         |
| Replaces #51 on Orig. P1  | Ginna-Lee Tamburello | Appointment            | IPG Teaching Assistant (not to exceed 5 hours/week)          | HS | 9/6/19 | 6/30/20 |  | Per RPA Contract                         |
| Replaces #128 on Orig. P1 | Remi Williams        | Appointment            | ABA/SC Planning Teaching Asst. (not to exceed 4 hours/month) | HS | 9/6/19 | 6/30/20 |  | Per RPA Contract, employee's hourly rate |
| 163                       | Jennifer Farber      | Substitute Appointment | Per Diem Substitute Teacher                                  |    | 9/9/19 | 6/30/20 |  | \$130/day                                |

## P.2 Classified

| Item | Name                 | Action      | Position / Replacing            | Class    | Type of Appt | Location | From                 | To | Certification Class / Step Salary |
|------|----------------------|-------------|---------------------------------|----------|--------------|----------|----------------------|----|-----------------------------------|
| 4    | Christopher Goodrich | Appointment | Monitor (G. Weinberg)           | Non-comp | p/t          | EH       | On or about 9/23/19* |    | \$15.87/hour, Per RPA Contract    |
| 5    | Barbara DiRamio      | Appointment | Part-Time Bus Driver (A. Lewis) | Non-Comp | p/t          | Bus      | On or about 9/23/19* |    | \$20.50/hour                      |

*\*Pending Civil Service Approval*

**Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to approve Agenda Items numbered P.1, P.2, Addenda P.1 and P.2**

Mr. Dragone called from the floor to add agenda item Addendum B.8

**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: The Elija School  
Services: Transition Program for 1 student for the period of September 1, 2019 through June 30, 2020  
Fees: Total estimated to be \$43,542.00  
(Agreement is subject to review and approval by district counsel)

(ii) Contractor: Christine Baudin, M.S. CCC-SLP  
Services: AT (Assistive technology) and ACC (Augmentative and alternative communication)  
Fees: Total Estimated to be \$5,000.00  
(Agreement is subject to review and approval by district counsel)

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

**B.3.** 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 Locker Room General Construction PCO #4: RENU Proposed Change Order #4 (High School) in order to install a drop ceiling in the new boy's locker room bathroom with lights in place of scraping the ceiling at an estimated cost of \$8,600.

**B.4. WHEREAS** it is the desire of the participating school districts of the Southern Westchester Board of Cooperative Educational Services, adopting this Resolution



to bid jointly in those supplies, commodities, materials and equipment set forth below.

Now, therefore, be it

**RESOLVED** that the Roslyn Union Free School District agrees to participate with other school districts of the Southern Westchester Board of Educational Services, Westchester County, New York adopting this in the joint bidding of:

|                                      | <b>Please check Either</b> |                  |
|--------------------------------------|----------------------------|------------------|
|                                      | <b><u>YES</u></b>          | <b><u>NO</u></b> |
| 1. Art Supplies                      | _____                      | __X__            |
| 2. General School Supplies           | _____                      | __X__            |
| 3. Office Supplies                   | _____                      | __X__            |
| 4. Fine Paper Supplies               | _____                      | __X__            |
| 5. Audio Visual Supplies & Equipment | _____                      | __X__            |
| 6. Bakery Goods                      | _____                      | __X__            |
| 7. Cafeteria Food Supplies           | _____                      | __X__            |
| 8. Custodial Supplies                | __X__                      | _____            |
| 9. Custodial Paper Supplies          | _____                      | __X__            |
| 10. Lumber Supplies                  | __X__                      | _____            |
| 11. Laser & Ink Jet Toners , OEM     | __X__                      | _____            |
| 12. Microcomputer Hardware           | _____                      | __X__            |
| 13. Office & Classroom Furniture     | __X__                      | _____            |
| 14. Graphing Calculators             | _____                      | __X__            |

**BE IT FURTHER RESOLVED** that this Resolution shall remain in effect until June 30, 2020, and

**BE IT FURTHER RESOLVED** that it is agreed that the specifications as presented will be used, and that this Board agrees to bid its required amount of said commodities jointly with other participating school districts in Southern Westchester and the Southern Westchester Board of Cooperative Educational Services. The recommendation of the Purchasing Steering Committee will be considered when this Board acts on the purchase of said Commodities.

**BE IT FURTHER RESOLVED** that the invitation to bid will be advertised by BOCES in the Journal News in accordance with the provisions of Section 103 to the General Municipal Law.

- B.5.** 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 the addition of one student traveling to Winston Preparatory School in Dix Hills via Dell Transportation at a monthly cost of \$5,095.00.

- B.6.** Recommendation by Thomas Szajkowski, Assistant to the Superintendent for Administration and Special Projects, to declare as obsolete the attached items which are no longer of use in the district. They are either not functioning and cannot be repaired, or have become obsolete. These items may be sold as scrap or put up for auction as is deemed appropriate. **(Attachment B.6.)**
- B.7.** Recommendation by Dr. Michael Brostowski, Director of Health, Physical Education, and Athletics, to declare as obsolete the attached items which are no longer functioning and cannot be repaired. **(Attachment B.7.)**

### **Addendum**

- B.8.** 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 Locker Room General Construction PCO #5: RENU Proposed Change Order #5 (High School) in order to modify the ductwork in the locker room so as to avoid a hazardous situation at an estimated cost of \$3,150.

**Mr. Saffron moved, seconded by Dr. Valauri, carried by a vote of 7-0, to approve Agenda Items numbered B.1 – B.7 and Addendum B.8**

Mr. Goldspiel called from the floor to amend agenda item C&I.3

### **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 August 20 and 26, 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 August 19, 21 and 26, 2019.
- C&I.3** Recommendation to approve 14 students and 2 chaperones from the Roslyn High School Forensics ~~Forensics~~ **DECA** Club to attend the DECA Ultimate Power Trip in Washington DC from November 14, 2019 through November 17, 2019 at an estimated cost to the district of \$8,771.75. [Total cost of trip is \$13,700.25; student contribution \$4,928.50; district contribution \$8,771.75]. **[As amended]**

**Addendum**

**C&I.4** Recommendation to approve Greg Wasserman to attend the 2019 National Association for College Admission Counseling Conference in Louisville, Kentucky from September 25 through 29, 2019 at an estimated cost to the district of \$2,655.00.

**Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 7-0, to approve Agenda Item numbered C&I.1 - C&I.3 (as amended), Addendum C&I.4**

**Public Comments #2**

No comment.

**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 9:02 p.m.**

**Respectfully submitted,**

*Nancy Carney Jones*

**Nancy Carney Jones**

**District Clerk**