

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

Thursday, October 3, 2019

7:00 P.M.

Roslyn High School – Board Room

MINUTES

Meryl W. Ben-Levy, President
David Dubner arrived at 7:03
Michael Levine
Steven Litvack
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

Clifford Saffron, Vice President
David Seinfeld

Ms. Ben-Levy called the meeting of the Board of Education to order at 7:01 p.m.

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the minutes from the following meeting(s):
September 19, 2019

Mr. Levine moved, seconded by Mr. Litvack, carried by a vote of 4-0, (Messrs. Saffron and Seinfeld absent, Mr. Dubner had not arrived); to accept the minutes for September 19, 2019

Board President's Comments

Ms. Ben-Levy spoke of the restoration of the Horse Tamer monument and the completion of its new base in front of the High School. She stated, "the monument looks spectacular." She thanked Mr. Barry Edelson, Director of Community Relations/ Adult Education for his time and effort in overseeing the return of the Horse Tamer. There will be a rededication of the monument on October 10.

Mr. Litvack recognized the grounds crew for their outstanding work on the base of the monument.

Superintendent's Comments

Ms. Brown announced that the renovation of the High School boy's locker room is complete and the room looks "incredible". A desk in the coach's office still needs to be finished and the change order to complete the work is on tonight's agenda. BBS Architects will be at the next board meeting to present their proposed renovations for the High School girl's locker room and the science labs.

Ms. Brown thanked Mr. Edelson for his work over the past decade to make the restoration of the Horse Tamer possible. She thanked Mr. Szajkowski and his staff for their work on the grounds and base of the Horse Tamer. She is looking forward to the rededication on October 10.

The PFA's of both East Hills and Harbor Hill will be hosting the Harlem Wizards as a joint fundraiser. The tickets for the game have sold out and should be a great community event.

Student Delegate's Comments

Mr. Antenberg spoke about the great turnout for the pep rally and homecoming. The next OCC event will be the Halloween costume contest. Students from the High School will be performing at the rededication of the Horse Tamer. In addition, the OCC will be giving tours of the High School for members of the Class of 1969 who are celebrating their 50th reunion.

Discussion Item(s):

1. Presentation of Independent Audit to Board of Education –Jill Sanders, CPA, Cullen & Danowski, LLP

Ms. Sanders met with members of the CAAC (Citizen Audit Advisory Committee) on September 26, 2019 to discuss the auditor's findings and to review the draft documents. She thanked the members of the audit committee for their time and effort.

Tonight Ms. Sanders presented a PowerPoint presentation *Roslyn Union Free School District Auditor's Report to the Board of Education*, an overview of the items discussed at the CAAC meeting. She reviewed the District's financial statements, financial highlights, Distribution of Revenue for two years, Revenue and Expenditures compared to budget, Fund Balance Analysis, Extra classroom Activity Funds, and the Federal Single Audit. The auditors issued the District an Unmodified Opinion, which is a very good opinion.

Mr. Dubner thanked the Business Office, Board members and members of the CAAC for their hard work on the recent audit.

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 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.

Ms. Ben-Levy requested to move agenda item C&I.3 out of order.

CURRICULUM AND INSTRUCTION

C&I.3 Recommendation to approve the creation of one (1) new High School club for the 2019-2020 school year – International Thespian Honor Society Club.

Dr. Valauri moved, seconded by Mr. Dubner, carried by a vote of 5-0, (Messrs. Saffron and Seinfeld absent) to approve Agenda Item numbered C&I.3

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)**

Addendum

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
22	Kathleen Miller	Appointment	.05 Music Overage	HH	10/4/19	6/30/20		Per RTA Contract

Mr. Dubner moved, seconded by Dr. Valauri, carried by a vote of 5-0 (Messrs. Saffron and Seinfeld absent); to approve Agenda Items numbered P.1 - P.3 and Addendum P.1

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: 2020 High School graduation at Tilles Center on June 26, 2020 (Rehearsal June 23, 2020)
 Total estimated to be \$13,136.00

- (ii) Contractee: Locust Valley Union Free School District
 Services: One (1) student from Locust Valley to attend The Hilltop Academy for the 2019-2020 school year September 24, 2019 through June 26, 2020
 Fees: Total estimated to be \$69,078.95 (Prorated)
 (Roslyn to receive)

- (iii) Contractee: Massapequa Public Schools
Services: One (1) student from Massapequa to attend The Hilltop Academy for the 2019-2020 school year September 25, 2019 through June 26, 2020
Fees: Total estimated to be \$68,684.21 (Prorated) (Roslyn to receive)

Recommendation to **extend** the following contract [(iv) which was first approved by the Board of Education on October 4, 2018 (item B.6, Bid# 18/19-42)], in order to renew:

- (iv) *Contractor: Walsworth Publishing Company
Services: Printing of 2019-20 Roslyn High School yearbooks
Fees: Total estimated to be \$10,000.00 (Subject to an amendment to be prepared by district counsel)

Recommendation to **extend** the following contract [(v) which was first approved by the Board of Education on October 4, 2018 (item B.7, Bid# 18/19-43)], in order to renew:

- (v) *Contractor: Herff Jones
Services: Printing of 2019-20 Roslyn Middle School yearbooks
Fees: Total estimated to be \$9,650.00 (Subject to an amendment to be prepared by district counsel)

Recommendation to **amend** the following contract (vi) which was approved by the Board of Education on June 27, 2019 (item B.1. (xxi)):

- (vi) *Contractor: Metro Therapy, Inc.
Services: Various services for the 2019-20 school year as specified in the agreement
Fees: Total estimated to be ~~\$12,500~~ \$13,200 (~~\$500~~ \$1,200 for the summer program; \$12,000 for the school year) (Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (vii) which was approved by the Board of Education on August 26, 2019 (item B.22.):

- (vii) **BE IT RESOLVED:** that the Board of Education of the Roslyn Union Free School District does hereby elect to provide the pension benefit of Section 41(j) of the Retirement and Social Security Law, as presently or hereafter amended.

BE IT FURTHER RESOLVED: that the effective date of such shall be the ~~twenty-seventh day of August, 2019~~ *sixth day of September, 2019.*

- B.2.** Recommendation to approve Capital Budget Appropriation Transfers as per attached. **(Attachment B.2.)**
- B.3.** Recommendation to approve a payment in the amount of \$25,197.94 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 7/31/2019.
- B.4.** Recommendation to approve the following payments 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 #
\$16.58	Bus Garage Demo Reimbs.	2110-201-03-1501	H15-00015	RSD 2019-12 EXP.
\$47.19	Hts. Reimbs.	2110-201-06-1506	H15-00015	RSD 2019-12 EXP.
\$29.86	HS Reimbs.	2110-201-08-1508	H15-00015	RSD 2019-12 EXP.

- B.5.** 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 #
\$249.50	HS Reimbursables	2110-245-08-1908	H19-00022	3
\$1,627.50	HS Reimbursables	2110-245-08-1908	H19-00022	4
\$12.83	HS Reimbursables	2110-245-08-1908	H19-00022	5

- B.6.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Maccarone Plumbing in the amount of \$8,445.19 and therefore increase the purchase order to Maccarone Plumbing H18-00010 in account code H-1620-295-06-1606.

Maccarone Plumbing, Inc. (HTS PC-004) for the cost to provide labor and materials to install an interior grease trap in the existing kitchen for the new sanitary system as per the NCDOH requirement and the approved sanitary systems. This was first presented to the Board of Education as a pending change order #5 in the estimated amount of \$8,500 as item B7 on the agenda of 7/10/2018.

- B.7.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Maccarone Plumbing in the amount of

\$3,963.21 and therefore increase the purchase order to Maccarone Plumbing H18-00010 in account code H-1620-295-06-1606.

Maccarone Plumbing, Inc. (HTS PC-005) for the cost to provide labor and materials to relocate piping in the basement which was in the way of both new ductwork and case work in the Art room. There was limited space available to accommodate these items. This work was a critical path item. Park East Construction verified both the time and materials needed to complete the work at the time it was undertaken. This was first presented to the Board of Education as a pending change order #8 in the estimated amount of \$4,000 as item B8 on the agenda of 10/18/2018.

- B.8.** Recommendation to approve a change order as indicated below. This change order will increase the contract with JNS Heating, Inc. in the amount of \$25,298.18 and therefore increase the purchase order to JNS Heating, Inc. H18-00007 in account code H-1620-294-06-1606.

JNS Heating, Inc. (HTS MC-006) represents premium time labor costs incurred in order to complete numerous work items necessary for the opening of school in September, 2018.

- B.9.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Lavada, Inc. in the amount of \$11,200 and therefore increase purchase order H19-00035 in account code H-1620-293-06-1606 for the work taken over from Baruti.

Lavada (HTS Lavada-001) represents the cost to provide labor and materials in order to address two issues with respect to the canopy at the front entrance to the Heights School.

Addendum

- 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 Locker Room General Construction PCO #6: RENU Proposed Change Order #6 (High School) in order to provide labor only for the installation of the new countertops in the boy's high school locker room coaches office (Countertop / casework to be provided by Nickerson) at an estimated cost of \$1,000.

Mr. Litvack moved, seconded by Mr. Levine, carried by a vote of 5-0 (Messrs. Saffron and Seinfeld absent); to approve Agenda Items numbered B.1 – B.9 and Addendum B.10

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 September 11, 18 and 23, 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 28, 30, 2019; September 9, 11, 12, 13, 17, 18, 23 and 24, 2019.

C&I.3 Recommendation to approve the creation of one (1) new High School club for the 2019-2020 school year – International Thespian Honor Society Club.

Mr. Litvack moved, seconded by Mr. Dubner carried by a vote of 5-0 (Messrs. Saffron and Seinfeld absent); to approve Agenda Item numbered C&I.1 - C&I.2 C&I.3 was approved at the beginning of the meeting.

BOARD OF EDUCATION:

BOE.1 RESOLVED, upon the recommendation of the Citizens Audit Advisory Committee, that the Board of Education of the Roslyn Union Free School District accepts the External Audit Report for the 2018-2019 school year submitted by Cullen Danowski, LLP.

Dr. Valauri moved, seconded by Mr. Dubner, carried by a vote of 5-0 (Messrs. Saffron and Seinfeld absent); to approve Agenda Items BOE.1

Public Comments #2

Ms. Belen Castillo, the new President of the Roslyn Teacher's Association read the following statement:

My name is Belen Castillo. I have been a teacher in our community for 22 years, an active Union advocate for the last 10 years, and I am the new President of the Roslyn Teachers Association.

I stand before you humbled by the decision of our Union to allow me to follow in the footsteps of Eleanor Russell. I pledge to honor their trust in me. I also reach out to all of you to share with me your knowledge and experience. I will endeavor to be a humble student as I learn my new craft.

I am deeply committed to the welfare of all the teachers of the Roslyn School District.

They are my colleagues and my friends. I am a fierce advocate of public education and the opportunities our system of education provides for our Roslyn family. I am a proud and ardent supporter of the educational excellence long associated with those who call Roslyn home.

I would be remiss in not publically acknowledging Superintendent Allison Brown and Board President Meryl Ben-Levy for their gracious manner in which they have welcomed me as a partner in our mutually agreed upon goal to provide the finest educational opportunities available for future generations of Roslyn students.

Members of the Board of Education and Administration welcomed Ms. Castillo.

Adjournment

There being no further business to come before the Board of Education Mr. Dubner moved, seconded by Dr. Valauri, carried by a vote of 5-0 (Messrs. Saffron and Seinfeld absent), to adjourn at 7:31 p.m.

Respectfully submitted,
Nancy Carney Jones
Nancy Carney Jones
District Clerk