

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

Thursday, February 16, 2017

8:00 P.M.

Roslyn High School – Board Room

MINUTES

Meryl W. Ben-Levy, President
David Dubner
Adam Haber
Steven Litvack
David Seinfeld arrived at 8:23 pm
Bruce G. Valauri attended Executive Session Only

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
Landon Allen	Student Delegate

ABSENT

Clifford Saffron, Vice President

7:00 p.m. - Executive Session

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 5-0; (Mr. Saffron absent, Mr. Seinfeld had not arrived) that the Board of Education adjourns to Executive Session at 7:00 p.m., to discuss a personnel matter.

The Executive Session adjourned at 8:05 p.m. The Board reconvened in Public Session in the Board Room at 8:16 p.m.

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the minutes from the following meeting: January 26, 2017

Mr. Haber moved, seconded by Mr. Litvack, carried by a vote of 4-0, (Mr. Saffron, Dr. Valauri absent, Mr. Seinfeld had not arrived) to accept the minutes for January 26, 2017.

Board President's Comments

Ms. Ben-Levy commented on the fabulous performance of the Middle School production of the Sound of Music. In addition, on behalf of the Board of Education, Ms. Ben-Levy attended the National Honor Society Induction ceremony. This year 106 students were inducted.

Superintendent's Comments

Ms. Brown commented on how much she and her son enjoyed the Middle School students in the Sound of Music. She thanked the teachers, staff and students for a great performance. In addition, she thanked the custodial staff for shoveling the snow to allow the show to go on.

Ms. Ben-Levy and Ms. Brown acknowledged the outstanding job of the transportation department for cleaning the snow and driving our students to school safely after the recent snow storm.

Student Delegate's Comments

Mr. Allen announced the OCC had installed the iPad, iPhone charging station in Social Studies center. The Valentine sale was a big success and they are in the planning stages for the Clash of the Classes.

Discussion Item(s):

Budget Presentations:

- 1) **Transportation** – Mr. David Shoob, Supervisor of Transportation, presented a PowerPoint presentation *Transportation Budget 2017 – 2018*. Mr. Shoob's proposed budget for the 2017-2018 school year is currently \$4,456,600 (including salaries and equipment). This budget represents an \$85,743 decrease from the previous year. Included in this budget is the lease purchase of three (3) diesel vans and two (2) large buses, (1 propane, 1 diesel.) This purchase will replace 3 vans and 2 large buses.
- 2) **Technology** – Mr. Jason Lopez, Instructional and Administrative Chief Technology Officer presented a PowerPoint presentation *Roslyn Technology 2017 -2018 Budget*. The proposed budget for 2017-2018 is \$ 3,3036,636. This represents an increase of \$220,203. The major increase in his budget is attributed to the start of digitizing all student and Pupil Personnel Service records which has been a goal of the Board of Education. Items included in the budget are:

- High School & Hilltop - The purchase of iPads, upgrade classroom teachers' and study center computers, upgrade computer lab furniture, replace smartboards with Epson BrightLink.
 - Adult Education - upgrade computer lab furniture,
 - Middle School - upgrade classroom teachers' computers, replace smartboards with Epson BrightLink, update the auditorium audio and video system, create zSpace and Makerspaces for the library
 - Harbor Hill - remove and reinstall all technology for capital renovations and upgrade computer lab
 - All buildings - upgrade security cameras, replace analog classroom and office phones with Cisco IP phones
 - Network Operations – replace Cisco backup routers and PBX software.
- 3) **PPS & Special Education** – Barbara Schwartz, Director of Pupil Personnel Services presented a PowerPoint presentation *Roslyn Public Schools Special Education Budget Presentation*

The budget being presented for the 2017-2018 school year is \$2,589,271. This is a decrease of \$12,880.00.

Currently the district educates 266 students in district, 17 students attending schools out of district and 61 preschoolers with disabilities. We also accept tuition paying students from neighboring districts during the school year and summer school. Last year we realized an income of \$1,468,233 from these students.

The on-going and new initiatives in the budget include:

- Transition Facilitator/Coordinator to focus on Post-Secondary/OPWDD
- Reimbursement through Medicaid
- Crisis Prevention and Intervention Training (CPI)
- Expansion of the ABA program at Heights

Staffing:

- Certified Special Education teacher with ABA or BCBA credentials
- Three (3) Teacher Assistants
- CPSE Chairperson & Parent-Child Coordinator

Ms. Schwartz announced the High School Autism Awareness Club and Roslyn SEPTA will be selling t-shirts for Autism Awareness Month. The proceeds will benefit the Life's WORC Family center to support Roslyn families in helping with travel, training and trips for the Roslyn Autism Summer program.

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 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)**
- P.3** Recommendation to approve the Adult Education Instructor Salaries attached as **(Attachment P.3).**
- P.4** Recommendation for the hourly rate of pay for any current Part Time Cleaner making less than \$15.00 to be increased to \$15.00 per hour effective February 27, 2017; and to increase the Part Time Cleaner starting hourly rate of pay from \$12.25 per hour to \$15.00 per hour effective February 27, 2017.
- P.5** Recommendation for the hourly rate of pay for any current Part Time Bus Driver making less than \$20.50 to be increased to \$20.50 per hour effective February 27, 2017; and to increase the Part Time Bus Driver starting hourly rate of pay from \$19.00 per hour to \$20.50 per hour effective February 27, 2017.
- P.6** Recommendation to increase the Substitute Food Service Worker hourly rate of pay from \$10.55 to \$13.50 effective February 27, 2017.

P.7 Recommendation to increase the Substitute Clerical hourly rate of pay for a Roslyn Retiree from \$14.50 to \$15.50 effective February 27, 2017.

P.8 Recommendation to increase the Substitute Clerical hourly rate of pay for a non-Roslyn Retiree from \$13.50 to \$14.50 effective February 27, 2017.

Addendum

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification Class / Step Salary
13	Mark Carman	Appointment	Marching Band Percussion Instructor, Asst.	HS	2/17/17	6/30/17		Per RTA Contract
21	Mary T. Huebner	Resignation	Teaching Assistant	HS	2/28/17			

Mr. Litvack moved, seconded by Mr. Dubner, and carried by a vote of 5-0, (Mr. Saffron, Dr. Valauri absent) to approve Agenda Items numbered P.1 (as amended), P.2 - P.8 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: Uniondale Union Free School District
Services: Health Services for 18 students attending out of district schools for the 2016/2017 school year.
Fees: \$686.15 per student
Total estimated to be \$12,350.70
- (ii) Contractor: Long Island University – C.W. Post
Services: 2017 High School graduation at Tilles Center on June 23, 2017 (Rehearsal June 20, 2017)
Total estimated to be \$11,370.00

B.2. Recommendation to approve Capital Fund Budget appropriation transfer requests as per **Attachment B.2.**

B.3. BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby approves the Agreement and the Rider to the Agreement between Hornblower, New York, LLC in the form attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute necessary documents to effectuate said Agreement and Rider to the Agreement on behalf of the Board of Education.

B.4. Recommendation to approve general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
1621-446-08-9000-310	Maint Building HS	\$6,400.00
1621-446-09-9000-310	Maint Building MS	\$6,400.00
Subtotal		\$12,800.00
<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
1621-430-06-9000-310	Maint Cont Svcs Hts	\$12,800.00
Subtotal		\$12,800.00

REASON FOR TRANSFER REQUEST: To cover negative balance in code created by the need to rent a temporary boiler.

B.5. Recommendation to approve the following payments to KG&D 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 #
\$1,734.12	MS Prof. Svcs & Reimbs.	2110-245-09-SSBA	H17-00016	04
\$2,968.75	Bus Garage	2110-245-03-1501	H15-00014	03
\$3,449.09	Bus Garage	2110-245-03-1502	H15-00014	29
\$465.00	EH Site & Field	2110-245-04-1504	H15-00014	18
\$2,986.82	EH Prof. Svcs & Reimbs.	2110-245-04-1504	H15-00014	22
\$6,149.30	HH Prof. Svcs & Reimbs.	2110-245-07-1507	H15-00014	23
\$13,532.56	HS Prof. Svcs & Reimbs.	2110-245-08-1508	H15-00014	24
\$1,250.00	HS Steam Leak	2110-245-08-1508	H15-00014	9
\$7.70	MS Reimbursables	2110-245-09-1509	H15-00014	18

B.6. Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change order 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 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.

- a. HS Electric PCO#2: Palace Electric, Inc. Proposed Change Order #2 (High School) for additional work at an estimated cost of **\$4,200**.

[*Electrical PCO#2 (High School) represents the cost to provide all labor and material to move an electric panel 12" to the right to avoid interference with the construction of a new wall in the Photo Lab, to remove the Power Transfer push buttons and to extend existing wiring to accommodate the new location.]

- B.7.** WHEREAS Roslyn UFSD issued a Request for Proposals (RFP) to perform a demographic study of the school district to project future enrollment, and

WHEREAS responses were received from 4 providers and those responses were carefully reviewed by a committee of Roslyn UFSD administrators, and

WHEREAS consideration was given to experience, past performance, and cost as well as interviews of the two finalists,

NOW THEREFORE BE IT RESOLVED that a contract be awarded to Western Suffolk BOCES in the amount of \$10,980 for the performance of a Demographic and Enrollment Analysis in accordance with the specifications in the proposal from Western Suffolk BOCES dated December 12, 2016 and

BE IT FURTHER RESOLVED that the President of the Board of Education be authorized to execute any documents that may be necessary to effectuate this.

- B.8.** WHEREAS, a number of public school districts in Nassau County wish to jointly solicit proposals for Special Education Related Services for the 2017-2018 school year (and any renewal period) in accordance with the applicable provisions of General Municipal Law;

WHEREAS, the School District, is desirous of participating with these school districts for the joint solicitation of proposals for Special Education Related Services as authorized by General Municipal Law, Section 119-0 in accordance with the terms and conditions of an Inter-Municipal Cooperative Agreement to be approved by District legal counsel; and,

WHEREAS, the Board of Education has determined that it would be in its best financial interest to procure Special Education Related Services on a cooperative basis;

NOW THEREFORE BE IT RESOLVED that the Board of Education hereby authorizes the School District to participate with the other Nassau County public school districts for the solicitation of proposals for Special Education Related Services on a cooperative basis subject to the terms and conditions of an Inter-Municipal Cooperative Agreement to be approved by District legal counsel;

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the

Board President to execute the necessary documents to effectuate said Inter-Municipal Cooperative Agreement on behalf of the Board of Education.

- B.9.** BE IT RESOLVED that the Board of Education hereby approves the agreement with respect to the Horse Tamer, between the school district and Nassau County in the form attached hereto, and

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the Board President to execute the necessary documents to effectuate this agreement.

- B.10.** Recommendation that, pursuant to receipt of a donation in the amount of \$1,767 from Craig Johanson, the Board of Education hereby accepts the money for deposit to the FINA Fund (TE 0301). The gift is payment for credits that were granted at LIU C.W. Post by the University for his service as the cooperating administrator for a previous intern.

Addendum

- B.11.** Recommendation to approve a pending change order as indicated below. It is understood that: 1) the work of the change order 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 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.

- a. HH Electric PCO#1: Relle Electric, Inc. Proposed Change Order #2R (Harbor Hill) for additional work at an estimated cost of **\$6,500**.

[*Electrical PCO#1 (Harbor Hill) represents the cost to provide labor and materials to re-route conduits onto the roof. This is needed for power to the second floor in order to bypass drop ceilings in corridors due to congestion which will prevent installation. This has been agreed upon as a necessary solution. Please note it also includes the credit for the original scope of work for running conduits above ceilings.]

Mr. Litvack moved, seconded by Mr. Seinfeld, and carried by a vote of 5-0, (Mr. Saffron, Dr. Valauri absent) to approve Agenda Items numbered B.1 - B.10 and Addendum 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 January 25, 2017 and February 1, 2017.

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 January 20, 2017, January 24, 2017 and January 27, 2017.

C&I.3 Recommendation to approve Joseph Dragone to attend the New York State Association of School Business Officials 2017 Education Summit and Expo in Lake Placid, New York from June 4 through 7, 2017 at an estimated cost to the district of \$1,284.75.

C&I.4 Recommendation to approve 18 students and 3 chaperones to attend the Science Olympiad State Tournament in Syracuse, New York from March 10 through 12, 2017 at an estimated cost to the district of \$3,509.43. ~~\$3,330.05.~~
[Total cost of trip: \$6,333.13 ~~\$5,436.25~~, fundraising \$350.00; student contribution (includes fundraising) \$2,823.70(45%) ~~\$2,106.20(39%)~~; school contribution: \$3,509.43 (55%) ~~\$3,330.05(61%)~~.] **As amended.**

C&I.5 Recommendation to approve 16 student and 2 chaperones from the DECA Club to attend the International Career Development Conference in Anaheim, California from April 25 through 30, 2017 at an estimated cost to the district of \$19,547.76. [Total cost of trip: \$35,353.20: student contribution (includes fundraising) \$15,805.44(45%); school contribution: \$19,547.76(55%).]

Mr. Litvack moved, seconded by Mr. Dubner, carried by a vote of 5-0, (Mr. Saffron, Dr. Valauri absent) to approve Agenda Items numbered C&I.1 – C&I.3, C&I.4 (As amended) and C&I.5

BOARD OF EDUCATION:

BOE.1 Recommendation that the Board approve the attendance of Nancy Carney Jones at the Eastern Suffolk BOCES District Clerk Semi-Annual Workshop to be held on March 1, 2017 in Holbrook, NY and the BOLD Election Management System Training to be held on March 7, 2017 in Westbury at an estimated cost to be \$45.00 for travel expense.

BOE.2 BE IT RESOLVED that the Board of Education hereby appoints Karina Baéz as the District's Record Appeals Access Officer.

BOE.3 BE IT RESOLVED that the President of the Board of Education is authorized to enter into an agreement resolving a Due Process Complaint with respect to student #100283. **[TABLED]**

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

Mr. Litvack moved, seconded by Mr. Dubner, carried by a vote of 5-0, (Mr. Saffron, Dr. Valauri absent) to approve Agenda Item BOE.1- BOE.2. Agenda Item [BOE.3 Tabled]

Public Comments #2

No comment.

Adjournment

There being no further business to come before the Board of Education
Mr. Litvack moved, seconded by Mr. Dubner, carried by a vote of 5-0, (Mr. Saffron, Dr. Valauri absent) to adjourn at 9:35 p.m.

Respectfully submitted,

Nancy Carney Jones

Nancy Carney Jones
District Clerk