

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

Thursday, August 14, 2025

8:00 A.M.

Administration Building – Boardroom

Minutes

Meryl W. Ben-Levy, President
Michael Levine, Vice President
Alison Gilbert
Robert Koonin
Leigh Minsky
David Seinfeld

ALSO PRESENT

Allison Brown	Superintendent
Susan Warren	Assistant Superintendent for Business and Administration
Michael Goldspiel	Assistant Superintendent for Secondary Education
Karina Báez	Assistant Superintendent for Elementary Education
Nancy Carney Jones	District Clerk

ABSENT

David Dubner

Ms. Ben-Levy called the meeting to order at 8:00 a.m.

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

8:00 a.m. – Public Hearing – District Safety Plan

Ms. Ben-Levy opened the public hearing to discuss the District Safety Plan at 8:01 a.m. Since there was no public comments. Ms. Ben-Levy closed the public hearing at 8:02 a.m.

Recommendation to accept the Treasurer's Report for June 2025 (**Attachment T**)

Ms. Ben-Levy moved, seconded by Mr. Levine carried by a vote of 6-0, (Mr. Dubner absent) to accept the Treasurer's Report for June 2025.

Recommendation to accept the minutes from the following meeting(s):
July 1, 2025 Reorganization Meeting and July 1, 2025 Business Meeting and July 16, 2025

Ms. Ben-Levy moved, seconded by Mr. Minsky carried by a vote of 6-0, (Mr. Dubner absent), to accept the minutes for July 1, 2025 Reorganization Meeting, July 1, 2025 Business Meeting and July 16, 2025.

Board President's Comments

Ms. Ben-Levy spoke how fast the summer is going and how we are "gearing up" for the start of the school year. She thanked the members of the Board of Education for reviewing the changes orders in today's agenda. These changes will allow the field construction to continue without interruption in preparation for the start of school.

Superintendent's Comments

Ms. Brown thanked the Board for their consideration of the change orders on today's agenda. She spoke of the differences in this construction project compared to prior projects and credited the Administrators for their leadership in this project.

On behalf of the Board of Education, Ms. Ben-Levy thanked the Administrators for their leadership in overseeing the field construction this summer and the vision for the future with the request for the change orders.

PUBLIC COMMENT Limited to Agenda Items ONLY

(Will be limited to ½ hour, no more than 2 minutes per speaker. One speaker per topic).

Though not required by law, the Roslyn Board of Education invites public comment during its meetings. Please fill out an index card with your name, address and comment topic. Citizens will be recognized by the presiding officer. Please 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.

Ms. Ben-Levy made a motion to move the agenda and agenda addendum by unanimous consent, seconded by Mr. Levine carried by a vote of 6-0, (Mr. Dubner absent).

Ms. Ben-Levy made a motion to move each and every item on the agenda and agenda addendum by unanimous consent, seconded by Mr. Levine carried by a vote of 6-0, (Mr. Dubner absent).

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)**

Addendum

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
88	Edwin Barajas Herrera	Coach Appointment	Boys JV Soccer, II / 1	HS	8/14/25	6/30/26		Per RTA Contract

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: Orthopedic Associates of Manhasset
Services: School Doctor at Football Games
August 14, 2025 – December 31, 2025
Fees: Total Estimated not to exceed \$5,500.00
(Agreement is subject to review and approval by District counsel)

Recommendation to **amend** the following contract (ii) which was approved by the Board of Education on May 20, 2025 (item B.1. (xv)):

- (ii) *Contractor: PBS Consulting & Psychological Services
Services: Special Ed ABA Services for the summer and school year 2025-26 as specified in the agreement
Fees: Total estimated to be ~~\$435,300.00~~ \$671,700.00 (\$60,000.00 for summer program; ~~\$375,300.00~~ \$611,700.00 for school year, paid via 611 grant)

Recommendation to **amend** the following contract (iii) which was approved by the Board of Education on June 26, 2024 (item B.1. (xi)) and previously amended on August 15, 2024 (item B.1. (vii)):

- (iii) *Contractor: Dr. Jodi Allison Mishkin
Services: Educational and Assistive Technology services for the 2024-25 school year as specified in the agreement
Fees: Total estimated to be ~~\$50,000.00~~ \$59,817.50 (paid via 611 grant)

Recommendation to **extend** the following contract [(iv) which was first approved by the Board of Education on August 25, 2022 (item B.8, Bid# 22/23-28)], and extended on August 28, 2023 (item B.1. (iv)), and August 15, 2024 (item B.1. (viii)) in order to renew:

- (iv) *Contractor: Walsworth Publishing Company
Services: Printing of 2025-26 Roslyn High School yearbooks
Fees: Total estimated to be \$8,111.00

Recommendation to **extend** the following contract [(v) which was first approved by the Board of Education on September 12, 2024 (item B.5, Bid# 24/25-46)], in order to renew:

- (v) *Contractor: Hercules Achievement, LLC dba Varsity Yearbook
Services: Printing of 2025-26 Roslyn Middle School yearbooks
Fees: Total estimated to be \$12,275.00

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

B.3. RESOLVED, that the General Fund Appropriation Transfers on the attached document be approved in order to satisfy audit requirements at the ST-3 level. **(Attachment B.3.)**

B.4. Recommendation to approve a payment in the amount of \$47,949.93, to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 6/30/2025.

- B.5.** Recommendation to approve the following payment(s) 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 #
\$684.28	MS Reimbursables	2110-245-09-24GE	H25-00065	R04-R

- B.6.** Recommendation to approve the following payment(s) 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 #
\$32,515.00	HS Prof. Svcs.	1620-293-08-24HS	H25-00068	3 RHS PH2
\$160.06	HS Reimbursables	1620-293-08-24HS	H25-00068	3 RHS PH2

- B.7.** 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.

East Hills School and Roslyn High School Oil Tank Replacements Allowance Authorization #2, PCO #2: Aventura Construction Corp. Proposed Change Order #2 for the replacement of concrete surrounding the oil tank at East Hills School which was disturbed during the installation of the new tank. The total cost of this work is not to exceed \$9,278.07. It will be funded through the existing construction allowance.

- 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.

East Hills School and Roslyn High School Oil Tank Replacements Allowance Authorization #3, PCO #3: Aventura Construction Corp. Proposed Change Order #3 for the replacement of sidewalks surrounding the oil tank at Roslyn High School which was removed during the installation of the new tank. The total cost of this work is not to exceed \$40,108.29. It will be partially funded through the remaining existing construction allowance.

- B.9.** 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.

East Hills School and Roslyn High School Oil Tank Replacements Allowance Authorization #4, PCO #4: Aventura Construction Corp. Proposed Change Order #4 for the replacement of the existing exterior staircase leading to the freshmen hallway entrance at Roslyn High School to repair existing deterioration and safety hazards. The total cost of this work is not to exceed \$16,552.00. It will be partially funded through the remaining existing construction allowance.

- 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.

East Hills School and Roslyn High School Oil Tank Replacements Allowance Authorization #5, PCO #5: Aventura Construction Corp. Proposed Change Order #5 for the replacement of the existing exterior staircase leading to the English hallway entrance at Roslyn High School to repair existing deterioration and safety hazards. The total cost of this work is not to exceed \$39,399.00. It will be partially funded through the remaining existing construction allowance.

- B.11.** 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.

Site Reconstruction Phase II at Roslyn High School General Construction Allowance #7, PCO #7: Laser Industries, Inc. Proposed Change Order #7 in order to allow for the replacement of intended mulch and plantings with concrete at upper pathway along the fence near the visitor dugout. The total cost of this work will be \$17,085.14.

- B.12.** 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.

Site Reconstruction Phase II at Roslyn High School General Construction Allowance #8, PCO #8; Laser Industries, Inc. Proposed Change Order # in order to allow for the replacement of asphalt with concrete along the baseball field outside perimeter. The total cost of this work will be \$53,328.66.

- B.13.** 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.

Site Reconstruction Phase II at Roslyn High School General Construction Allowance #9, PCO #9: Laser Industries, Inc. Proposed Change Order #9 in order to allow for the addition of a new concrete walkway, staircase, and railings leading to Hilltop Academy. The total cost of this work will be \$82,308.10.

- B.14.** 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.

Site Reconstruction Phase II at Roslyn High School General Construction Allowance #10, PCO #10: Laser Industries, Inc. Proposed Change Order #10 in order to allow for the replacement of intended mulch and plantings with turf, high curbing, fencing/gates, and a sunshade. The total cost of this work will be \$191,610.76.

- B.15.** Recommendation that the President of the Board of Education be authorized to execute the 2024-2025 Final AS-7 Contract with Nassau BOCES in the amount of \$5,131,393.53 in accordance with **(Attachment B.15.)**
- B.16.** Recommendation that the President of the Board of Education be authorized to execute the 2025-2026 Initial AS-7 Contract with Nassau BOCES in the amount of \$4,607,915.66 in accordance with **(Attachment B.16.)**
- B.17.** Recommendation to approve revisions to the Cooperative Transportation Contract Extensions for 2025-2026, which were initially approved on June 24, 2025 (item B.11.) to accommodate a student attending a new school traveling via a van provided by Everywhere Transportation.
- B.18.** Extraclassroom Activity Treasurer Reports **(Attachment B.18.)**
High School, June 2025
Middle School, June 2025
- B.19.** Recommendation by Dr. Dave Lazarus, Roslyn High School Principal, to declare as obsolete the following damaged books. It is suggested that they be discarded as they can no longer be used in the District. **(Attachment B.19.)**
- B.20.** Recommendation by Michelle Hazen, Harbor Hill School Principal, to declare as obsolete the attached items which are broken, cannot be repaired, and are no longer of use in the district. It is recommended that they be discarded. **(Attachment B.20.)**
- B.21.** Recommendation by Dawn Piteo, School Lunch Manager, to declare as obsolete the attached item which is no longer of use in the district. It is not functioning and cannot be repaired. This item may be sold as scrap, put up for auction, or discarded as is deemed appropriate. **(Attachment B.21.)**
- B.22.** Recommendation by Thomas Szajkowski, Assistant to the Superintendent for Administration and Special Projects, to declare as surplus the attached items which are broken beyond repair and no longer of use in the district. They may be sold as scrap or discarded as is deemed appropriate. **(Attachment B.22.)**

Addendum

B.23. BE IT RESOLVED, that the Board of Education hereby approves the Disclosure and Consent Agreement with the North Shore Central School District; and

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

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 23, 2025, July 10, 25, 2025 and August 6, 2025.

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 March 27, 2025, April 4, 2025, May 29, 2025, June 3, 9, 10, 12, 16, 17, 18, 20, 24, 27, 2025, July 7, 8, 9, 11, 12, 31, 2025 and August 4, 2025.]

C&I.3 Recommendation to approve Michael Goldspiel to attend the NYSASPA 60th Annual Conference in Bolton Landing, New York from November 2 through 5, 2025 at an estimated cost to the district of \$2,160.50.

C&I.4 Recommendation to approve Edward Joyce to attend the NYSASPA 60th Annual Conference in Bolton Landing, New York from November 2 through 5, 2025 at an estimated cost to the district of \$2,152.10.

BOARD OF EDUCATION:

BOE.1 WHEREAS, Education Law 2801-a and the Commissioner's Regulation 155.17 require that districts develop and implement a District-Wide School Safety Plan and Building-Level Emergency Response Plan; and

WHEREAS, The Board of Education is required to adopt a District-Wide School Safety Plan and Building-Level Emergency Response Plan,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby adopts the Roslyn Union Free School District District-Wide School Safety for the 2025-2026 school year (**Attachment BOE.1**) and the Building-Level Emergency Plan.

BOE.2 BE IT RESOLVED that the Board of Education hereby appoints Michael Betts to serve as Assistant District Clerk of the District at the pleasure of the Board of Education for purposes of assisting the District Clerk, Nancy Carney Jones, during the 2025-2026 school year.

BOE.3 BE IT RESOLVED that the following proposition to obtain the approval of the voters of the Roslyn Union Free School District for the purchase of real property located at 8 Harbor Park Drive, Port Washington, New York shall be placed on the ballot as a voter referendum at the Special District Meeting of the qualified voters to be held on October 16, 2025, as follows:

Shall the Board of Education of the Roslyn Union Free School District be authorized to expend from the 2020 Capital Reserve Fund established on June 16, 2020, an amount not to exceed \$6,750,000, plus applicable taxes, costs and closing fees due and payable in accordance with the agreement of sale at closing for the purchase of certain real property located at 8 Harbor Park Drive, Port Washington, New York as more fully described in a legal description on file in the Office of the District Clerk; which sale shall be on substantially the terms and conditions set forth in the Agreement of Purchase and Sale, as amended, on file in the Office of the District Clerk?

BOE.4 BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby approves the Memorandum of Agreement between the District and Nassau County Board of Elections; and,

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

BOE.5 BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby ratifies and approves a certain Agreement dated July 11, 2025 between the School District, the Roslyn Teachers' Association concerning the High School DECA Assistant Advisor position and stipend for the 2025-2026 school year; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is authorized to execute the Agreement on behalf of the School District and the Board of Education.

BOE.6 BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District hereby ratifies and approves a certain Agreement dated August 14, 2025 between the School District and the Roslyn Teachers' Association concerning elementary school pull-out/push-in providers; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is authorized to execute the Agreement on behalf of the Board of Education.

BOE.7 BE IT RESOLVED, that the Board of Education hereby approves a Settlement Agreement and Release in connection with a due process complaint in **Case # 651704**, a copy of which has been provided to and reviewed by the members of the Board of Education.

BE IT FURTHER RESOLVED, that the President of the Board of Education is

authorized to execute said agreement on behalf of the Board.

Public Comments #2

No public comment.

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy moved, seconded by Mr. Levine, carried by a vote of 6-0, (Mr. Dubner absent), to adjourn at 8:07 a.m.

Respectfully submitted,

Nancy Carney Jones
Nancy Carney Jones
District Clerk