

**ROSLYN UNION FREE SCHOOL DISTRICT**

**Meeting of the Board of Education**

**Thursday, January 14, 2010**

**8:30 p.m.**

**Held in the Administration Building Board Room**

Meryl W. Ben-Levy, President  
Clifford Saffron, Vice President  
Adam Haber  
Kim Hunter  
Dani E. Kline  
David Seinfeld  
Stanley D. Stern

**ALSO PRESENT**

Dan Brenner, Ph.D  
Edward A. Salina, Jr., Ed.D  
Frank Banta, Ed.D

Superintendent  
Assistant Superintendent for Administration  
Interim Assistant Superintendent for Curriculum &  
Instruction  
Assistant Superintendent for Business  
District Clerk  
Student Delegate

Joseph C. Dragone  
Cathie L. Britt  
Trever Faden

**ABSENT**

**7:30 p.m.-Executive Session**

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 7-0 that the Board of Education adjourns to Executive Session at 7:30 p.m.

The Executive Session adjourned at 8:45 p.m. and the Board reconvened in Public Session in the Administration Building Board Meeting at 8:50 p.m.

**8:30 p.m.-Board of Education Meeting**

Preliminary Announcements  
Emergency Procedures  
Cell Phones

**Pledge of Allegiance**

Recommendation to accept check warrants for November 2009. (Reviewed by Ms. Ben-Levy)

**Mr. Stern moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to accept check warrants for November 2009.**

Recommendation to accept the Treasurer's Report for November 2009.

**Mr. Savino presented and discussed with the Board the Treasurer's Report for November 2009.**

**Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 7-0 to accept the Treasurer's Report for November 2009.**

Recommendation to accept the minutes from the following meeting(s):

1. Board of Education December 3, 2009
2. Start Times Forum November 30, 2009

**Mr. Saffron moved, seconded by Ms. Kline and it was carried by a vote of 5-0 (Mr. Saffron and Mr. Seinfeld absent) to accept the minutes from the December 3, 2009 Board of Education meeting.**

**Mr. Saffron moved, seconded by Ms. Kline and it was carried by a vote of 6-0 (Mr. Seinfeld absent) to accept the minutes from the November 30, 2009 Start Times Forum.**

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

Ms. Ben-Levy discussed that she and several Board trustees attended the Dr. Martin Luther King program held at the Middle School.

Ms. Ben-Levy reported that she and Ms. Kline observed three classes at the Hilltop Academy. Ms. Kline commented it was wonderful to witness engaging academic programs in progress and thanked Mr. Pilnick and the entire staff for their warm welcome and for all their hard work.

Ms. Ben-Levy announced that 67 Roslyn students will be attending the All-County Music Festival to be held this weekend.

Ms. Ben-Levy invited all to attend the play "Into the Woods" at the Middle School to be held on February 4, 5, 6 and 7.

### **Superintendent's Comments**

Dr. Brenner acknowledged the extraordinary artwork, including the three-dimensional and recycling art, created by the High School students on display in the Board Room. Dr. Brenner encouraged all in attendance at tonight's board meeting to view the wonderful photographs taken by the students adorning the walls of the Central Administration office.

Dr. Brenner reported the district had four (4) Intel Science Talent Search Semifinalists: Samantha Halpern, Anouva Kalra-Lall, Lauren Kobrick and Kevin Xu. Dr. Brenner, along with the entire Board of Education, extended their warmest congratulations to all the winners.

### **Student Delegate's Comments (Trevor Faden)**

Mr. Faden reported the cancer benefit fashion show held last weekend was a great success. He discussed how the Organization of Class Councils (OCC) and the Global Awareness Club (GAC) will be promoting ways to make donations to support the victims of the Haitian earthquake. For Valentine's Day, effort is underway for the Send-a-Rose project where students can send a rose along with a message to anyone they choose. In February, the drunk-driving assembly previously presented to the junior class will be presented to the senior class. Mr. Faden reported they are looking to develop new programs and events designed for the senior class to keep and stay in touch, such as a seniors' award ceremony through Facebook.

### **Discussion Item(s):**

- Unencumbered Capital Money 1994-2004

Dr. Brenner reported the Board requested an accounting of unencumbered capital money from 1994-2004. Mr. Dragone presented an overview of the unencumbered capital money from 1994 through 2004. Mr. Mohrman, in conjunction with the district's attorneys and bond counsel, continue to study all the encumbrances to determine if payment is due. Mr. Dragone presented and discussed his recommendations to the Board for their review and approval. Dr. Brenner, Mr. Dragone and Mr. Mohrman addressed the questions posed by the Board regarding the projects and the recommendations presented.

The Board discussed the various options presented, including expending this money to complete various district-wide renovations or the option to return the money to the general fund appropriated from the reserves which would effectively reduce the tax levy, but would not reduce the actual budget.

Dr. Brenner explained this money would allow the district to continue to complete essential projects which need to be completed. Dr. Brenner suggested the Board approve the expenditure of this money for the projects listed, as originally intended and approved by the voters.

The Board asked the Administration for further information before any action could be taken. The Administration to provide the following:

- (1) the current outstanding debt service amount;
- (2) clarification on Classroom A and B; and
- (3) additional clarification on the projects listed.

**The Board unanimously agreed to table this discussion until the January 28, 2010 board meeting.**

- Capital Projects
  - Bulldog Boosters and Field House

Mr. Shenfeld presented to the Board phase III of the planned renovation of the field house and remarked that the Bulldog Boosters has had a history of successful partnerships with the district.

Mr. Shenfeld discussed the projected total cost to renovate the field house is \$400,000, of which Bulldog Boosters has received a \$100,000 grant. The grant specifically mandates the funds can only be used for the renovation of the field house and it cannot be expended until the program is fully funded. The Bulldog Boosters is seeking the Board's approval for the district to provide \$200,000 and the remaining \$100,000 to be raised by Bulldog Boosters' private fundraising efforts.

Mr. Shenfeld requested the Board provide their commitment and approval to put a referendum for \$200,000 on the ballot this May for voter approval. He further stated the Board's commitment to this project is necessary so that Albany can receive the proper notification and to allow the Bulldog Boosters to begin their private fundraising efforts.

A discussion ensued between the Board, Administration and Mr. Shenfeld regarding this project as well as establishing a repair reserve fund for the maintenance and replacement of the turf field. It was discussed the establishment of a repair reserve fund designed specifically for repairs to completed capital projects would require voter approval.

**The Board unanimously voted and it was carried by a vote of 7-0 to partner with the Bulldog Boosters and to authorize the allocation of up to \$200,000 to be expended with voter approval for the purpose of renovating the field house.**

- Cafeteria Project

Dr. Brenner reported the district received nineteen (19) requests for proposals (RFP) for the cafeteria project and a sub-committee of the Board was formed to review all the RFPs received. The sub-committee of the Board included trustees Adam Haber, Kim Hunter and David Seinfeld.

In light of a recent change in the Wicks Law governing construction contracts which require projects exceeding \$1.5 million be separately sent out to bid to sub-contractors which could result in significantly higher project costs, Dr. Brenner recommended construction costs for the cafeteria capital project remain under the \$1.5 million threshold.

The Board stressed their desire for full disclosure and transparency with respect to the costs for this project. Total costs should clearly delineate all costs, including construction, architect, management fees and the \$350,000

grant. The Board and Administration discussed how the capital expenditure for the cafeteria could best be communicated to the community.

**The Board unanimously voted and it was carried by a vote of 7-0 to renovate the High School cafeteria.**

**Ms. Ben-Levy motioned and the Board unanimously agreed to continue this discussion at the next board meeting.**

- o Selection of Architect

Dr. Brenner explained the Board sub-committee and administration staff interviewed five (5) architects this past week. Dr. Brenner explained the parameters were outlined in the request for proposal (RFP) and that each architect interviewed provided their assurances that the schematics presented could be provided at or under the cost parameter established.

Dr. Brenner explained that before any architect recommendation could be presented to the Board a thorough reference check and screening process be completed first.

The Board and Administration discussed the fact that the renovation of the cafeteria needs to be a truly collaborative effort with input from students and parent organizations throughout the design phase of this project.

Dr. Brenner stated an architect recommendation will be presented to the Board at the January 28, 2010 board meeting.

## **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

**The following items were discussed during public comments: a resident commented on the cost of the cafeteria and how it could best be presented to the community.**

**On behalf of the Bulldog Boosters, Mr. Rich Bolnick, co-president, extended his sincere thanks to the Board for their support of the field house renovation project.**

## **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, page 15)**

**Dr. Salina moved from the floor to add Item #23 to Attachment P.1, Professional Action Report (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, page 17)**

**P.3** **BE IT RESOLVED** that the Board of Education hereby approves the Amendment to the Employment Agreement between the District and Dianne Sheffield.

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the Board President to execute the necessary documents to effectuate said Amendment.

**Mr. Saffron moved, seconded by Ms. Hunter and it was carried by a vote of 7-0 to approve Agenda Items numbered P.1 as amended, P.2 and P.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 which were prepared in accordance with General Municipal Law and Board of Education Policy.

(i) Contractor: Latham Centers  
Services: Residential placement of a student from Roslyn in a special school in Massachusetts for the period of 11/1/09 thru 6/30/10  
Fees: \$18,147.80 / month residential tuition - 8 months \$145,182.40  
\$ 69.00 / hour Speech & Occupational Therapy \$10,000.00 max.  
\$ 420.21 / day 1:1 aide (approved for 90 days - \$37,818.90)  
Total estimated to be \$220,000.00  
[Tuition set by Massachusetts Dept. of Education and approved by NYSED]

(ii) Contractor: Hempstead Public Schools  
Services: Health & Welfare Services for 2 students for the 2009-10 school year

Fees: \$793.00 / student  
Total estimated to be \$1,586.00

- (iii) Contractor: Hofstra University  
Services: Rental of Hofstra University David S. Mack Sports Complex for the June 24, 2010 Middle School Graduation  
Fees: \$7,642.00 plus related costs  
Total estimated to be \$8,000.00

**B.2.** Recommendation to approve the following contract which was drafted to meet the emergency needs of the Pupil Personnel Department

- (i) Contractor: Extraordinary Pediatrics  
Services: OT/PT/Speech/Parent Training/Consultation/Psychological Therapy and Counseling Services for the period of 9/1/09 – 6/30/10  
Fees: \$ 40.00 / 30 min. Occupational, Physical, Speech Therapy Services and Consultations/Meetings (individual session)  
\$ 60.00 / 45 min. Occupational, Physical, Speech Therapy Services and Consultations/Meetings (individual session)  
\$ 80.00 / 60 min. Occupational, Physical, Speech Therapy Services and Consultations/Meetings (individual session)  
\$ 25.00 / 30 min. Occupational, Physical, Speech Therapy Services (group session)  
\$ 90.00 / 60 min. Parent Training and Counseling (Licensed CSW)  
\$130.00 / 60 min. Psychological Therapy (Licensed Psychologist)  
Total estimated to be \$10,000.00

**B.3.** Recommendation to approve the following flow-through contract: [The Individuals with Disabilities Act (IDEA) requires the use of federal flow-through funding for pre-school and school age disabled children. The 611 Grant is for all students; the 619 Grant is an additional amount for students 5 years or younger]

- (i) Contractor: Mill Neck Manor School  
Services: Instructional services for 3 students for the 2009-10 school year  
Fees: **619 Grant**  
\$ 718.00 per student (3 students)  
Total will be \$2,154.00  
[The 611 Grant for these 3 students was approved at the 11/5/09 meeting]

**B.4.** Recommendation to approve an agreement between the Roslyn UFSD and Skyline Cruise Lines, Inc. to provide services for the 8<sup>th</sup> grade class trip on May 10, 2010 as summarized in the attached contract. [Contract has been reviewed and is in accordance with counsel recommendations. There is no cost to the district for this

trip.]

- B.5.** Recommendation to approve a budget appropriation transfer request in the amount of \$1,805.66 from 5540-448-08-6700-510 (Transportation Field Trips Clubs – prior balance \$23,476.42) to 5510-163-03-9000-303 (Transportation N C Salary Supplemental – prior Balance \$51,440.06) [To cover the cost of transportation for several different club trips during the month of November 2009]
- B.6.** Recommendation to approve a budget appropriation transfer request in the amount of \$352.18 from 5540-448-08-9000-510 (Transportation Field Trips HS – prior balance \$11,061.08) to 5510-163-03-9000-303 (Transportation N C Salary Supplemental – prior balance \$51,440.06) [To cover the cost of transportation of the HS band to Huntington HS on 11/7/09.]
- B.7.** Recommendation to approve the attached negative balance budget transfer. [To correct negative balances through 12/31/09] (**Attachment B.7., page 19**)
- B.8.** Recommendation to approve the following Actual Non-Resident Tuition Rates for the 2008-09 school year as calculated by NYSED on 12/22/09:
- |                                      |            |             |
|--------------------------------------|------------|-------------|
| Regular Full-Time Students           | Grade K-6  | \$15,373.00 |
|                                      | Grade 7-12 | \$20,407.00 |
| Students with Disabilities Full-Time | Grade K-6  | \$73,036.00 |
|                                      | Grade 7-12 | \$78,070.00 |
- [This resolution amends resolution B.5. from the May 7, 2009 agenda]
- B.9.** Recommendation to approve the following Estimated Non-Resident Tuition Rates for the 2009-10 school year as calculated by NYSED on 12/22/09:
- |                                      |            |             |
|--------------------------------------|------------|-------------|
| Regular Full-Time Students           | Grade K-6  | \$17,885.00 |
|                                      | Grade 7-12 | \$23,044.00 |
| Students with Disabilities Full-Time | Grade K-6  | \$73,368.00 |
|                                      | Grade 7-12 | \$78,527.00 |
- B.10.** Recommendation to declare surplus and obsolete the refrigerator in the staff lounge on the lower level of the administration building, the refrigerator has been repaired twice and no longer stays cold. [This refrigerator is tag #20080332 in our inventory]
- B.11.** Recommendation to cancel the following checks:
- 9 “stale” accounts payable checks outstanding more than six months at June 30, 2009 and declare the total amount of these checks \$2,984.68 as a refund of a prior year’s expense
  - 4 “stale” Trust and Agency accounts payable checks outstanding more than six months at June 30, 2009 and declare the total amount of these checks \$1,845.49 as un-cashed and place these funds back in the appropriate T&A accounts.
  - 2 “stale” Expendable Trust account checks outstanding more than six months at June 30, 2009 and declare the total amount of these checks \$75.00 as un-cashed and place the funds back in the TE account applying \$50.00 to code TE0801 and \$25.00 to code TE0803
  - 75 “stale” payroll checks in the amount of \$5,068.74 these checks are at least

6 months old, have not been cashed and therefore, will not be debited.

- B.12.** Recommendation to approve a payment in the amount of \$38,619.45 to School Construction Consultants, Inc. for Construction Manager Services rendered to the district pertaining to the Middle School Athletic Field and Parking Lot Project [Funds will be deducted from the 2008-2009 Capital Budget Code H2110-201-09-2909. The total amount owed to SCC for CM services is 3.5% of the construction costs. At this time, the total construction costs for the MS Athletic Field and Parking Lot Project encumbered in purchase orders to J. Barwick is \$1,470,917. 3.5% would be \$51,482.10. Therefore, after this payment, we would still owe SCC a total of \$12,862.65] [This was tabled at the 12/17/09 BOE meeting – Item B.10.]
- B.13.** Recommendation to approve a change order to J. Barwick Landscape and Site Developer for the Middle School Athletic Field and Parking Lot Reconstruction Project. This change order is needed for an extension of time: the contract will be extended to December 31, 2009, if unexpected weather conditions arise prior to December 31, 2009, the work will then be completed by April 30, 2010. This will result in no extra cost to the district. [This was tabled at the 12/17/09 BOE meeting – Item B.11.]
- B.14.** Recommendation to accept the following Extra classroom activity fund reports:  
**(Attachment B.14, page 21)**  
Middle School: November 2009  
High School: November 2009

**Mr. Dragone moved from the floor to add Business Agenda Item numbered B.15.**

**B.15 BE IT RESOLVED** that the Board of Education hereby appoints Harvey B. Besunder, P.C. as Special Counsel for the purpose of reviewing and negotiating the agreement between the Roslyn Union Free School District and The Cradle of Aviation/Philip Stone Catering for the 2010 High School Prom pursuant to the terms and conditions of a Retainer Agreement between the Board and Harvey B. Besunder, P.C. in the form attached hereto.

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the Board President to execute the Retainer Agreement.

**Ms. Kline moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to table Agenda Items numbered B.12 and B.13.**

**Ms. Kline moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to approve Agenda Items numbered B.1, B.2, B.3, B.4, B.5, B.6, B.7, B.8, B.9, B.10, B.11, B.14 and the addition of Business Agenda Item numbered B.15.**

## **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

Board on November 18, 2009; November 24, 2009 and December 2, 2009.

**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 Board on December 1, 2009; December 3, 2009; December 4, 2009; December 16, 2009 and December 17, 2009.

**C&I.3** Recommendation to approve Art Mandel to attend the Bucknell Application Reading Program in Lewisburg, Pennsylvania from February 24 through February 26, 2010 at an estimated cost to the district of \$423.77.

**C&I.4** Recommendation to approve Catherine Dodd to attend the 89<sup>th</sup> Annual Eastern District AAHPERD Convention in Rye, New York from February 25 through February 27, 2010 at an estimated cost to the district of \$863.42.

**C&I.5** Recommendation to approve Vera Trenchfield to attend the 89<sup>th</sup> Annual Eastern District AAHPERD Convention in Rye, New York from February 25 through February 27, 2010 at an estimated cost to the district of \$505.00.

**C&I.6** Recommendation to appoint the following curriculum writer for the 2009-2010 calculated proportionately at 1.25% of current salary for 15 hours:

<u>Writer</u>	<u>Curriculum</u>	<u>Hours Approved</u>
Castillo, Belen	Math 7 Accelerated	7 Hours (14 Total)

**C&I .7** Recommendation to approve 15 students from Hilltop Academy and 3 chaperones to attend a trip to Albany, New York from February 3 through 4, 2010 at an estimated cost to the district of \$5,752.00 [Total cost of trip is \$6,502.00, 12% is Student Contribution=\$750.00 and 88% is District Contribution=\$5,752.00]

**C&I.8** Recommendation to approve Daniel Stratton to attend the New York State Public High School Athletic Association Baseball Coaches Conference in Cooperstown, New York from February 25 through 27, 2010 at an estimated cost to the district of \$350.00.

**C&I.9** Recommendation to approve Jeri Malloy and Maryam Tazari to attend the 2010 Harvard National High School Invitational Forensics Tournament in Boston, Massachusetts from February 12 through February 15, 2010 at an estimated cost to the district of \$8,381.21. [Total cost of trip is \$12,476.21, 33% is Student Contribution=\$4,095.00 and 67% is District Contribution=\$8,381.21]

**Dr. Banta moved from the floor to add Agenda Item numbered C&I.10.**

**C&I.10 Recommendation** to approve Jeri Malloy and Phyllis Granat to attend the DECA State Career Conference with fifteen students in Rochester, NY from March 10 through March 12, 2010 at an estimated cost to the district of \$10,713.23. [Total cost of the trip is \$13,249.80, 19% is Student Contribution = \$2,536.57 and 81% is District Contribution = \$10,713.23].

**Mr. Saffron moved, seconded by Mr. Stern and it was carried by a vote of 7-0 to approve Agenda Items numbered C&I.1, C&I.2, C&I.3, C&I.4, C&I.5, C&I.6, C&I.7, C&I.8, C&I.9 and the addition of Agenda Item numbered C&I.10.**

## **BOARD OF EDUCATION**

**BOE.1** Recommendation that the Board of Education of the Roslyn Union Free School District conduct the second reading of:

- a. Policy # 9646 – Medicaid (**Attachment BOE.1.a., page 23**)
- b. Policy #1120 - FOIL/School District Records (**Attachment BOE.1.b., page 27**)
- c. Policy #5152, 5152-R - Residency (**Attachment BOE.1.c., page 33**)

**BOE.2 BE IT RESOLVED**, that the Board of Education hereby approves the agreement between Temple Beth Shalom and the District in accordance with the agreed upon terms and conditions.

**Mr. Saffron moved, seconded by Mr. Seinfeld and it was carried by a vote of 7-0 to approve Agenda Item numbered BOE.1 and BOE.2.**

**Public Comments #2 - There were no additional public comments.**

## **EXECUTIVE SESSION**

**Mr. Stern moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to adjourn to Executive Session at 11:15 p.m.**

## **Adjournment**

**There being no further business to come before the Board of Education, Mr. Stern moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to adjourn at 12:15 a.m.**

**Respectfully submitted,**

*Cathie L. Britt*

**Cathie L. Britt  
District Clerk**