

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

Thursday, September 10, 2009

8:30 p.m.

Held in the Administration Building Board Room

MINUTES

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

ALSO PRESENT

Dan Brenner, Ph.D	Superintendent
Edward A. Salina, Jr., Ed.D	Assistant Superintendent for Administration
Frank Banta, Ed.D	Interim Assistant Superintendent for Curriculum & Instruction
Joseph C. Dragone	Assistant Superintendent for Business
Cathie L. Britt	District Clerk
Trever Faden	Student Delegate

ABSENT

Clifford Saffron, Vice President

7:30 p.m.-Executive Session

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 6-0 (Mr. Saffron absent) that the Board of Education adjourns to Executive Session at 7:30 p.m.

The Executive Session adjourned at 8:39 p.m. and the Board reconvened in Public Session in the Administration Building Board Meeting at 8:40 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 July 2009. (Reviewed by Mr. Stern)

Mr. Stern moved, seconded by Ms. Hunter and it was carried by a vote of 6-0 (Mr. Saffron absent) to accept the check warrants for July 2009.

Board President Comments

Ms. Ben-Levy spoke about the Professional Development Day and Superintendent's Conference. She thanked Dr. Brenner for a thoughtful, moving and inspiring welcome speech and presentation.

Ms. Ben-Levy welcomed student delegate, Trever Faden, and thanked him for his presence and representation at the Board meetings.

Ms. Ben-Levy was pleased to report that Senator Craig Johnson had notified her of the passing of two resolutions which provides the district with a capital grant of \$100,000 and a bullet grant of \$50,000.

Additionally, Ms. Ben-Levy noted she had just purchased her FAST discount coupon card and she encouraged all to purchase one as well. She noted FAST has done tremendous work to support our technology effort and she thanked them for their efforts.

Superintendent's Comments

Dr. Brenner reported he welcomed the staff back to school and it was a great day to share with them the excitement of the new school year. He visited each of the schools on the first day of school and was in awe of the excitement and bubbly spirit in the faces of the children coming off the buses.

Dr. Brenner commented he is thrilled to be sitting in the seat of the Superintendent of Schools and that he looks forward to a wonderful school year.

Both Dr. Brenner and Ms. Ben-Levy spoke of the beautiful artwork adorned in the Board Room and thanked the staff and children for sharing it with us.

Student Delegate Comments (Trever Faden)

Mr. Faden reported the Organization of Class Councils (OCC) raised school spirit by putting up banners and setting up the assembly for the first day of school. He also commented everyone is excited about and is working hard on the upcoming Homecoming and Pep Rally scheduled at the end of October.

Discussion Item(s):

(1) Update on Food Services – Betsy McLoughlin (Attachment D-1) (page 7)

Ms. Betsy McLoughlin, School Lunch Manager, provided a presentation of the current national school lunch program and discussed the required menu plan and reimbursement rates for each meal category. She reported there has been an increase in the number of applicants for free and reduced price meals this year.

In 2007/2008, total lunches served was 189,133 and in 2008/2009 total lunches served increased to 211,282. The new packaging implemented in 2008/2009 resulted in the increase in the average daily participation of meals as compared to 2007/2008.

In 2008/2009, the federal and state reimbursement increased \$20,000 for lunch and breakfast participation. Ms. McLoughlin reported there are no deep fryers in any of the five (5) school kitchens and all foods normally associated with frying are now baked. She discussed the sensible food and beverage offerings and reported that the management of the vending machines has been transferred to the School Food Service.

Ms. McLoughlin reported the district has established a Roslyn School District twitter and facebook account to facilitate feedback and communication regarding the food service.

Dr. Brenner, the Board and Ms. McLoughlin discussed the charging policy for children who forget their lunch money. The goal of the policy is to never have a child go hungry due to forgetting their lunch money, but to also collect the money at a later time. Dr. Brenner indicated this is a policy where we are trying to teach responsibility and not to penalize children for forgetting their lunch money.

Dr. Brenner and Mr. Dragone thanked Ms. McLoughlin for all her hard work this past year and for making more money, generating more revenue and offering healthier food choices. A complete copy of Ms. McLoughlin's Food Service Update presentation can be found on the district website.

(2) Whistleblower Policy (Attachment D-2) (page 11)

Dr. Brenner reported the proposed version of the Whistleblower Policy has been revised to incorporate all comments previously provided by the Board.

Ms. Ben-Levy reported the District Clerk would serve as the Compliance Officer, whereby all claims and allegations will be reported and investigated. Once the policy is approved by the Board, a Whistleblower hotline and/or e-mail address will be established and a procedure will be developed and posted on the district website.

Mr. Dragone advised the purpose of a Whistleblower Policy is to ensure that someone who feels they have a concern or information they wish to report can do so without fear of reprisal. He further stated this policy does not supersede an employee from filing a grievance.

(3) Facilities Use Policy(Attachment D-3) (page 13)

- a. Fee structure revisited**
- b. Access to groups - Profit and non-profit**
- c. Security**

At the request of the Board, Dr. Brenner presented and discussed the Facilities Use Policy, Policy #1500. The three topics discussed included the fee structure, access to groups and security. Dr. Brenner recommended since there is a great deal to discuss that these topics be presented and discussed over several Board meetings.

The current fee structure is based on four different types of groups, which are defined as follows:

1. Class 1A – No charge. For organizations with direct school connections.
2. Class 1B – No room fee; fields use fee and custodial charge, if applicable. For organizations of a semi-educational nature.
3. Class 2 – Room or field use fee and custodial charge, if applicable. For organizations with a social, civic, recreational or entertainment purpose, such as service and charitable organizations, civic associations, summer programs and adult sports groups.
4. Class 3A – County-determined fee. No longer applicable.

Dr. Brenner reported there has been a significant increase in the cost of the use of facilities, particularly for those groups in Class 1B.

Dr. Brenner recommended to the Board to consider creating a reserve fund for the purpose of funding the future replacement of the field. For the 2008/2009 school year, the district collected \$115,500 in use fees.

Dr. Brenner further discussed the concerns regarding whether there was enough of a security presence, which is difficult to balance given how frequently the track is used.

The Board and Administration discussed several policy considerations, including a discussion regarding the role of the school as the heart of the community, a recommendation to closely examine outside organizations which use our facilities, and the fee structure required to cover the district's custodian expense.

Dr. Brenner recommended the lists of participating groups should be approved each year by the Board and it should be at that time each group be evaluated to

determine which category and fee structure should apply.

Ms. Ben-Levy recommended and the Board approved to continue the discussion regarding the Facilities Use Policy at the next Board meeting scheduled for September 24, 2009.

(4) H1N1 Update

Dr. Brenner reported the district is proactively addressing the concerns and protection of our children from the H1N1 virus. He further reported that Purell dispensers will be installed in all the respective school's cafeterias to aid in the prevention of the spread of germs. Purell is an alcohol-based hand sanitizer product, which the district physician has advised is safe for elementary school-aged children. The cost is estimated to be \$8,000 - \$10,000 annually.

Dr. Brenner stressed that Purell is not the answer, but rather a supportive measure and does not replace hand washing. He further stated teachers will continue to encourage children to wash their hands before eating.

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 comments were discussed during public comment: the Board and Administration were thanked for an uplifting Superintendent's Conference and for moving forward with hand sanitizers; a resident discussed the difference between Albertson Soccer and Roslyn Booster Basketball; a parent expressed a concern regarding hygiene and hand washing for 5th graders who go to recess before lunch; the President of the Roslyn Booster Basketball Club (RBBC) discussed their operating budget deficit and the hardship the Facilities Use Fee imposes; a resident commented it was their understanding the reserve fund would be funded with Booster Bulldog money and also stressed the need for increased security of the fields, especially over the summer months.

Dr. Brenner responded there were extensive conversations regarding using Booster Bulldog money to fund the reserve fund, however, it was never defined or established.

Ms. Ben-Levy directed the District Clerk to formally accept correspondence from the President of the Roslyn Booster Basketball Club (RBBC).

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 amend Agenda Item P.1 to include the addition of items numbered 39-44 on page 16 and the five bolded names and positions on page 19.

- 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.** It is the recommendation of the Superintendent of Schools that the following resolution be adopted:

RESOLVED, that the Roslyn Board of Education approves the 2009-2010 compensation schedule for certain employees effective July 1, 2009 through June 30, 2010 as summarized in the attached memorandum dated September 4, 2009, **Attachment P.3 (page 18)**

Ms. Kline moved, seconded by Ms. Hunter and it was carried by a vote of 6-0 (Mr. Saffron absent) to approve Agenda Items numbered P.1 as amended, P.2, and P.3.

Dr. Salina moved from the floor to add Agenda Item P.4.

- P.4** It is hereby **RESOLVED**, that upon the recommendation of the Superintendent of Schools, charges are hereby preferred pursuant to Civil Service Law Section 75 against a non-instructional employee of the District, such charges are set forth in the written charges filed with the District Clerk; and it is further,

RESOLVED, that Joseph Wooley, Esq. is hereby designated as Hearing Officer to hear such charges and to make proposed findings of fact and a recommendation with respect to measure of discipline, if guilt be found, in accordance with the provisions of the Civil Service Law; and is further,

RESOLVED, the hearing on this matter be convened on September 30, 2009 at 10:00 a.m. at the administration office of the Roslyn Union Free School District, Harbor Hill Road, New York; and it is further

RESOLVED, that said employee shall be suspended without pay for thirty (30) days pending the determination of the charges.

Mr. Stern moved, seconded by Mr. Seinfeld and it was carried by a vote of 6-0 (Mr. Saffron absent) to add and approve Agenda Item P.4.

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) Contractee: Garden City UFSD
Services: 1 student from Garden City to attend a special class at Roslyn for the 2009-2010 school year
Fees: \$78,391.00 tuition – Roslyn to receive
Total estimated to be \$ 78,391.00 – Roslyn to receive
- (ii) Contractor: Maryhaven Center of Hope
Services: Instructional services for 1 student for the period of 7/1/09 thru 6/30/10 school year
Fees: \$ 8,854.00 Summer tuition
\$25,301.58 Summer Residential
\$49,346.00 10 month tuition
Total estimated to be \$ 84,000.00
- (iii) Contractor: The Summit School (Jamaica Estates)
Services: Instructional services for 1 student for 2009-2010 school year
Fees: \$ 28,906.00 10 month tuition
Total estimated to be \$ 28,906.00
- (iv) Contractor: Hagedorn Little Village School
Services: Instructional services for 1 student for the period of 7/1/09 thru 6/30/10
Fees: \$ 6,474.00 Summer tuition
\$38,842.00 10 month tuition
\$ 118.00 / hour (approx. \$7,000 per year)
Total estimated to be \$53,000.00

- (v) Contractor: Brookville Center for Children's Services, Inc.
 Services: IBI services for 2 students for the period of 7/1/09 thru 6/30/10
 Fees: \$ 3,800.00 Summer tuition / student
 \$ 80.00 / hour / student - school year
 Total estimated to be \$50,000.00

- (vi) Contractor: Brookville Center for Children's Services, Inc. (Autism)
 Services: Autism services for 2 students for the period of 7/1/09 thru 6/30/10
 Fees: \$ 8,122.00 Summer tuition / per student
 \$48,732.80 10 month tuition / per student
 Total estimated to be \$114,000.00

- (vii) Contractor: Brookville Center for Children's Services, Inc.
 Services: Instructional services for 1 student for the period of 7/1/09 thru 6/30/10
 Fees: \$ 6,037.00 Summer tuition
 \$36,220.00 10 month tuition
 Total estimated to be \$43,000.00

- (viii) Contractor: Herricks UFSD
 Services: 1 Roslyn special education student attended Herrick's for the period of September 3, 2008 thru June 26, 2009
 Fees: \$54,416.00 tuition
 Total estimated to be \$54,416.00

- (ix) Contractor: Variety Child Learning Center
 Services: Instructional services for 1 student for the period of July 1, 2009 thru August 31, 2009
 Fees: \$ 6,193.00 Summer tuition
 Total estimated to be \$6,193.00

- (x) Contractor: Foundations Occupational Therapy
 Services: Occupational therapy services for the period of 7/1/09 thru 6/30/10
 Fees: \$ 36.00 / 30 minute individual session
 \$ 54.00 / 30 minute group session
 \$ 36.00 / 30 minute screenings, CSE or consults
 \$135.00 / evaluation
 Total estimated to be \$65,000.00

B2. Recommendation to approve a payment of \$4,324.60 to Farrell Fritz, P.C. for the period ending June 30, 2009 for legal services rendered to the district.

B.3. Recommendation to approve the revised agreement with The Omni Group as a Third Party Administrator of the school district's 403b annuities at an annual cost

of \$12,447.00 and to authorize the Board President to execute the agreement dated September 10, 2009 [The agreement was originally approved at the re-organization meeting on July 9, 2009 Item #18. This new agreement has been reformatted in accordance with our attorney's instructions. There is no change in any of the terms of the agreement.]

B.4. Bid for Wrestling Mats for High School

Bid advertised:	August 20, 2009
Bid mailed:	August 20, 2009
Bid opened:	August 27, 2009
Number of Invitations to bid mailed:	3
Number of bids received:	1

Recommendation that award based on low cost satisfactorily meeting High School Wrestling Mad Bid specifications, be made to TW Promotions, Inc., Ronkonkoma, NY 11779 in the amount of \$17,055.00. Estimated total cost is within budget allocation for the 2009-10 budget.

B.5. Recommendation that the President of the Board of Education be authorized to execute the 2009-10 Preliminary AS-7 Contract with Nassau BOCES in the amount of \$2,460,162.02 in accordance with **Attachment "B.5."** [This item was tabled at the 8/26/09 meeting – Item B.10.] **(page 21)**

B.6. Recommendation to accept the following Extra classroom activity fund reports, **Attachment "B.6." (page 27)**

Middle School:	July 2009
High School:	July 2009

Ms. Kline moved, seconded by Ms. Hunter and it was carried by a vote of 6-0 (Mr. Saffron absent) to approve Agenda Items numbered B.1, B.2, B.3, B.4, B.5, and B.6.

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 8/19/09 and 8/20/09.

C&I.2 Recommendation for the Roslyn Board of Education to approve the contract between Educational Vistas, Inc. and the Roslyn USD for the purchase of NYS Assessment Scoring and ELITE Reporting at an estimated cost of \$37,396.00. [This is the scoring service utilized for State exams including 3-8 ELA and math. This is the same fee as last year.]

Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 6-0 (Mr. Saffron absent) to approve Agenda Items numbered C&I.1 and C&I.2.

BOARD OF EDUCATION

BOE.1 RECOMMENDED that the Roslyn Lacrosse Club be added to the list of organizations permitted to distribute literature in the school district under the provisions of Policy 1511, "Advertising in the Schools."

BOE.2 Recommendation that the Board of Education of the Roslyn Union Free School District conduct the second reading of the Disclosure of Wrongful or Unlawful Conduct (Whistleblower Policy), Policy # 9645. **(Attachment BOE.2) (page 29)**

BOE.3 Recommendation that the Board of Education hereby adopts the proposed amendment to Policy # 6600, Fiscal Accounting and Reporting. **(Attachment BOE.3) (page 31)**

BOE.4 **BE IT RESOLVED**, that the Board of Education hereby approves the agreement between Temple Beth Shalom and the District in accordance with the terms and conditions as specified by our attorneys and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute said agreement.
WITHDRAWN, subject to further action.

Mr. Stern moved, seconded by Mr. Haber and it was carried by a vote of 6-0 (Mr. Saffron absent) to approve Agenda Items numbered BOE.1, BOE.2 and BOE.3, and to WITHDRAW Agenda Item BOE.4, subject to further action.

Public Comment – No additional public comment.

Adjournment

There being no further business to come before the Board of Education, Ms. Hunter moved, seconded by Ms. Kline and it was carried by a vote of 6-0 (Mr. Saffron absent) to adjourn at 10:22 p.m.

Respectfully submitted,

Cathie L. Britt

**Cathie L. Britt
District Clerk**