

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

Thursday, December 17, 2009

8:30 p.m.

Held in the Heights School Cafeteria

MINUTES

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President
Dani E. Kline
David Seinfeld

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
Trevor Faden

ABSENT

Adam Haber
Kim Hunter
Stanley D. Stern

7:30 p.m.-Executive Session

Pursuant to Public Officers Law, Section 105, it was duly moved, seconded and carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) that the Board of Education adjourns to Executive Session at 7:30 p.m.

The Executive Session adjourned at 8:54 p.m. and the Board reconvened in Public Session in the Administration Building Board Meeting at 8:55 p.m.

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

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Acceptance of Correspondence

Mr. Saffron moved, seconded by Ms. Kline and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) to accept correspondence.

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

1. Board of Education November 19, 2009
2. Board of Education December 3, 2009
3. Start Times Forum November 30, 2009

Ms. Kline moved, seconded by Mr. Saffron and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) to accept the minutes from the November 19, 2009 Board Meeting.

Mr. Seinfeld moved, seconded by Mr. Saffron and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) to table the December 3, 2009 Board of Education and November 30, 2009 Start Times Forum meeting minutes.

Board President's Comments

Ms. Ben-Levy spoke about the wonderful musical presentations that took place during the Middle School and High School concerts. She also spoke about the beautiful photos taken by the student photographers which are now adorning the walls at the Central Administration Building.

Ms. Ben-Levy and Ms. Kline reported on the lovely morning spent and the agenda prepared by Ms. Colardi and Ms. Woods during their visit to the Heights School.

Ms. Kline thanked the Heights School administration for giving them a sense of why the Board does what it does and she discussed the wonderful programs in place, including the differentiated learning process and the Columbia reading and writing programs.

Ms. Kline remarked on the warm learning environment and child-centered school with outstanding teachers. She thanked the Heights PTA co-presidents, Ms. Ackerman and Ms. Simson, for welcoming them as warmly as they did and on behalf of the entire Board of Education, she thanked the administrators, teachers and entire school staff for their hard work and a wonderful visit.

Ms. Ben-Levy acknowledged and thanked the teachers, administrators and staff for all their hard work and she spoke about the Wall of Kindness and the Book of the Month.

Ms. Ben-Levy attended and thanked the PTA for the wonderful breakfast held at the Harbor Hill School and she acknowledged the wonderful efforts of Mrs. Russell's class, who were in the process of publishing the students' written work.

Superintendent's Comments

Dr. Brenner thanked the administration for welcoming the Board to Heights School. He spoke about the wonderful opportunity it is to see each of the schools during the board meetings.

Dr. Brenner commented it is the season of concerts and he spoke about the many gifted and talented students. He reported the Boys Varsity Basketball team won 56-49 against St. Dominic's High School.

Dr. Brenner acknowledged and thanked the PTA and the custodial staff for all their hard work in hosting the Holiday Tea, and afterward, rapidly transforming the cafeteria for tonight's board meeting. He commented it was truly an outstanding effort and he thanked the custodial staff for all their hard work.

Dr. Brenner reported on the heartwarming holiday party held on Rallye Motors and expressed his thanks to them for hosting such a wonderful event for the benefit of some Roslyn students. This was the 14th year Rallye Motors sponsored this event and Dr. Brenner spoke about the joy and excitement on the children's faces, including some children who received one of the forty bicycles purchased and donated by the Rallye Motors staff.

Student Delegate's Comments (Trevor Faden)

Mr. Faden reported the High School students are excited about the upcoming recess. The OCC is busy at work with the "Send a Candy Cane" with a message to any person they choose. He reported the Battle of the Bands will be held on February 26, 2010 in the High School Gymnasium and the student/faculty basketball game will not be held this year, but a replacement event will be announced shortly .

Discussion Item(s):

1. Senior Prom Safety Procedures, Kevin Scanlon

Dr. Brenner mentioned this topic was discussed by the Board and he asked Mr. Scanlon to present and provide this update.

Mr. Scanlon reported on both the senior prom and Middle School dance. The senior prom will be held at the Cradle of Aviation Museum and the Middle School dance will be held on school grounds.

In November, a junior assembly was held entitled "Driving Under the Influence" and the fire department performed a powerful extraction exercise. Mr. Scanlon reported that another assembly will be held in late April to review the district's breathalyzer policy and the expected student behavior at these events. The breathalyzer policy is posted on the district's website and is also included in the student's policy book.

Mr. Scanlon reported these events have always been held with great success and the district's procedures ensure strict compliance.

2. New Course Proposals 2010-2011, Kevin Scanlon (Attachment D2, page 7**)**

Mr. Scanlon discussed the role of the Curriculum Development Council (CDC), which includes representatives from every department in each building and is charged with

reviewing every new course proposal.

Mr. Scanlon highlighted the new course offerings and Dr. Brenner reported these new courses will be offered with no additional teaching resources required, with the exception of two courses to be offered at the Middle School.

Mr. Scanlon explained the CDC also recommends programs which should be eliminated due to low attendance (less than 15 students).

The Board and Mr. Scanlon entered into a discussion regarding the various course offerings and the process involved in determining which courses will be offered.

Mr. Scanlon reported effort is underway to investigate developing a comprehensive work/study internship program using WISE and receiving college credit for senior year English programs by working in conjunction with local colleges and universities.

3. Capital Projects

Field House:

Dr. Brenner welcomed and introduced the Bulldog Boosters co-presidents, Jody Schwartz and Rich Bolnick and the architect, Paul Anderson, from the Spector Group.

Ms. Schwartz commended and thanked Ms. Commander for recognizing each student during the Awards Presentation.

Ms. Schwartz provided an overview of the projects completed to date and the proposed Phase III renovation of the field house. She presented the estimated cost to renovate the field house is \$400,000, of which the \$100,000 grant would be applied. Ms. Schwartz noted the grant has a two-year limitation and is due to expire in February 2011 and that the provision in the grant proposal mandates the project must be fully funded in order to be expended. Ms. Schwartz requested the Board of Education provide \$200,000 and the remaining funds required would be provided by the Bulldog Boosters' private fundraising efforts.

The Board, Administration, Ms. Schwartz, Mr. Bolnick and Mr. Anderson entered into a detailed discussion regarding the redesign and renovation of the field house, including the location of the new building, driveway, walkway and schematic plans provided. The decision was reached to keep the original building and to add to the existing structure, allowing for emergency vehicles to pass through and the gutting and redesign of the bathrooms to meet the ADA guidelines. Mr. Anderson estimated the time to complete this project should be a few months, providing SED approval has been secured.

Dr. Brenner explained the Board must direct and decide how much money will be committed to this project from the capital projects budget. Mr. Dragone explained voter approval by referendum is required to authorize the expenditure from the capital reserve in the amount of \$200,000, which would match the remaining \$200,000 required.

The Board entered into a discussion regarding the estimate provided and renovation proposed. Bulldog Boosters sought approval from the Board so they can begin fundraising efforts as soon as possible.

In order for the Board to move forward and decide whether or not to put a referendum on the ballot, Ms. Ben-Levy suggested the board review and evaluate the project as compared to the entire capital plan and that a thorough review of the grant provisions be completed.

Dr. Brenner asked for direction from the Board as to what is required in order to proceed. Ms. Ben-Levy advised the Board needs to receive from the Administration the following:

- (1) The exact provisions of the receipt and expenditure of the grant, and
- (2) The realistic expectations getting this project passed by the State Education Department (SED).

A motion was made by Ms. Ben-Levy and unanimously agreed by the Board to table this discussion and revisit it at the January 14, 2010 board meeting.

High School Cafeteria

Dr. Brenner gave a PowerPoint presentation on the Capital Projects Plan.

He reported in May 2007, voters approved the creation of a capital reserve fund for up to \$10 million dollars, and money reserved in the fund can only be expended with voter approval.

To date, \$6.5 million has been placed in the reserve fund and \$2.438 million has been encumbered for specific projects as authorized by the voters. Dr. Brenner reported \$4.063 million remains available for future projects and an additional \$3.5 million can still be placed into the fund and ultimately expended, subject to voter approval.

Dr. Brenner discussed the future funding of the Capital Reserve Fund, additional funding sources and the five-year plan, which outlines a plan expenditure of \$26,328,715.

The Board and the Administration entered into a discussion regarding the five-year plan and the priorities assigned to each capital project. Dr. Brenner explained the projects outlined reflect fair and reasonable estimates, but stressed they are preliminary estimates.

A complete copy of Dr. Brenner's presentation can be found on the district's website.

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 discussed the budget adjustments proposed by Albany and the impact to the district's reserve fund.

Dr. Brenner explained the cuts proposed will not impact this year's tax year. The Administration is preparing a plan to address the potential budget impact, which will be presented to the Board and the community.

A resident suggested the architect visit the High School field house site and conduct a thorough inspection to insure that the estimates provided are reasonable.

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 35)**

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 39)**

P.3 Recommendation to appoint the following Adult Education instructors for the Winter Intersession 2010 semester to be funded from Adult Education fees:

Adult Education Instructors Total Salary – Winter Intersession 2010

Last Name	First Name	Course Name	Total Salary
Cafiero	Linda	Yoga	361.80
Heuzey	Cathy	Drawing & Painting	723.60
Raben	Carla	Clay Sculpture	795.00
Romeo	Barbara	Aerobics	331.50
Romeo	Barbara	Aerobics	331.50
Romeo	Barbara	Interval Training	276.25
Romeo	Barbara	Total Body Workout	331.50
Sanders	Carin	T'ai Chi for Arthritis	241.20
Sanders	Carin	Non Impact Aerobics	241.20
Sanders	Carin	Stretch and Tone	241.20
Umansky	Judy	Mah-Jongg	438.00

P.4. Recommendation for the Superintendent of Schools to be authorized to approve mileage reimbursement and associated parking expenses for Interim administrators who are acting in their capacity as outlined by their contract.

P.5. BE IT RESOLVED that the Board of Education, having reviewed a certain Settlement Agreement concerning a member of the non-instructional staff in executive session, hereby approves such Settlement Agreement and Authorizes and directs the Board President to execute such Settlement Agreement on behalf of the Board.

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

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: TheraCare
Services: Physical Therapy, Speech Therapy and ABA Parent Training for the period of July 1, 2009 thru June 30, 2010
Fees: \$ 48.00 per 30 minute session Physical Therapy
\$ 48.00 per 30 minute session Speech Therapy
\$200.00 per Speech Therapy evaluation
\$ 86.00 per hour ABA Parent Training
Total estimated to be \$ 35,000.00
[The rates in the addendum are the same as last years rates and override the rates in the contract]

(ii) Contractor: Long Island University
Services: Rental of Tilles Center for June 2010 high school graduation ceremony and rehearsal
Fees: \$9,274.00 for graduation ceremony
\$ 864.00 for graduation rehearsal
Total estimated to be \$11,000.00

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

(i) Contractor: Therapy Services of Greater New York
Services: Occupational Therapy and Physical Therapy Services for the period of July 1, 2009 thru June 30, 2010
Fees: \$ 40.00 per 30 minute individual session
\$ 70.00 per 30 minute group session
\$ 65.00 per 30 minute home treatment
\$ 175.00 per evaluation

\$ 90.00 per hour consultation and CSE meeting
Total estimated to be \$5,000.00

- 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: Hicksville Union Free School District
Services: Instructional services for 1 student for the 2009-10 school year
Fees:
611 Grant
\$2,119.00 per student (1 student)
619 Grant
\$ 718.00 per student (1 student)
Total will be \$ 2,837.00
- B.4.** Recommendation to approve a payment in the amount of \$2,452.00 to BJJ Engineers & Architects, P.C. for Architectural Services rendered to the district pertaining to the five year capital improvement plan. [Funds will be deducted from Budget Code A1621-443-03-9000-310. This is the final payment due on the total cost of the plan which was \$5,980. Funds had been encumbered during 2007-08 but no payment was made against that purchase order. The first portion in the amount of \$3,528 was paid by our check number 198006 dated 10/15/09].
- B.5.** Recommendation to approve a payment in the amount of \$117,800.00 to J. Barwick Landscape & Site Developer for general construction work rendered to the district pertaining to the Middle School Athletic Field and Parking Lot Reconstruction.[Funds will be deducted from the 2008-09 Capital Budget Code H1620-297-09-2909. After this payment is made, the balance still owed to Barwick including retainage will be \$231,796.85].
- B.6.** Recommendation to approve a payment in the amount of \$7,782.00 to Farrell Fritz, P.C. for legal services rendered to the district for the period ending 10/31/09.
- B.7.** Recommendation to approve a payment in the amount of \$13,792.63 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 11/30/09.
- B.8.** Recommendation to accept a gift of a TV/DVD player from Mr. Robert Cabat for use in the High School English Department.
- B.9.** Recommendation to set the standard mileage rate for the business use of employee owned vehicles at .50 cents per mile (IRS rate) for the period of 1/1/10 thru 12/31/10.
- B.10.** 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].

B.11. 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.

Ms. Ben-Levy stated Agenda Item B.5 is for informational purposes only, and therefore, is removed from the Agenda and requires no further action by the Board.

Mr. Saffron moved, seconded by Ms. Kline and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) to table Agenda Items numbered B.10 and B.11.

Mr. Saffron moved, seconded by Mr. Seinfeld and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern) to approve Agenda Items numbered B.1, B.2, B.3, B.4., B.6, B.7, B.8, and B.9.

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 October 28, 2009; November 12, 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 November 17, 2009; November 19, 2009; November 20, 2009; November 30, 2009.

C&I.3 Recommendation to approve Kevin Scanlon to attend the Headmasters Association annual meeting in Lafayette Hills, Pennsylvania on February 3 through 5, 2010. There is no cost to the district.

C&I.4 Recommendation to approve the Model Congress Club to attend the 2010 University of Pennsylvania Model Congress on February 25 through 28, 2010 at an estimated cost to the district of \$7,763.00. [Total cost of trip is \$8,363.00, 7% is Student Contribution = \$600.00 and 93% is District Contribution = \$7,763.00.]

Ms. Kline moved, seconded by Mr. Saffron and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) to approve Agenda Items numbered C&I.1, C&I.2, C&I.3 and C&I.4.

BOARD OF EDUCATION

BOE.1 WHEREAS, the Board of Education received a request to change the location of a bus stop located on South Drive and Pool Drive West for a student attending the Roslyn Middle School on September 29, 2009, with follow-up correspondence dated October 19, 2009;

WHEREAS, the Board of Education reviewed the documentation associated with the request and the District Administrators' findings;

WHEREAS, based upon its review, the Board of Education has determined that the bus stop located on South Drive and Pool Drive West will remain unchanged;

NOW THEREFORE, BE IT RESOLVED that the Board of Education hereby denies the request to remove a bus stop on South Drive and Pool Drive West for students attending the Roslyn Middle School.

BOE.2 Recommendation that the Board of Education of the Roslyn Union Free School District conduct the first reading of:

- a. Policy # 9646 – Medicaid (**Attachment BOE.2.a. page 41**)
- b. Policy #1120 - FOIL/School District Records (**Attachment BOE.2.b. page 45**)
- c. Policy #5152, 5152-R - Residency (**Attachment BOE.2.c. page 51**)

BOE.3 Recommendation to approve the attendance of Meryl Waxman Ben-Levy and Adam Haber at the NYSSBA Winter Law Conference to be held on January 21, 2010 at the Islandia Marriott at an estimated cost to the district of \$420.00.

Mr. Saffron moved, seconded by Ms. Kline and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) to approve Agenda Item numbered BOE.1, BOE.2 and BOE.3.

Public Comments #2

The following items were discussed during public comments: a resident asked if all student clubs will be reviewed for consistency and inquired if the "Driving Under the Influence" program will be shown to the High School seniors. A resident asked if the field house project would be put out to bid and asked whether the state grant could ever be revoked.

Adjournment

There being no further business to come before the Board of Education, Ms. Ben-Levy moved, seconded by Ms. Kline and it was carried by a vote of 4-0 (Mr. Haber, Ms. Hunter and Mr. Stern absent) to adjourn at 11:00 p.m.

Respectfully submitted,

Cathie L. Britt

Cathie L. Britt
District Clerk