

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

Tuesday, August 17, 2010

8:30 p.m.

Held in the Administration Building Board Room

MINUTES

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

ALSO PRESENT

Dan Brenner, Ph.D	Superintendent
Allison Brown	Assistant Superintendent for Curriculum & Instruction
Joseph C. Dragone	Assistant Superintendent for Business
Edward A. Salina, Jr., Ed.D	Assistant Superintendent for Administration
Cathie L. Britt	District Clerk

ABSENT

Nicole Berman	Student Delegate
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7:00 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 8:35 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 June 2010 (reviewed by Mr. Saffron).
TABLED

Board President's Comments

Ms. Ben-Levy asked for a motion from the floor to add the following resolution to the Board of Education section of the agenda, as read by Mr. Dragone.

BOE.2 BE IT RESOLVED, that Vivian Zhang be appointed as District Treasurer at a salary of \$25,000.00 per year (prorated) effective August 18, 2010 through June 30, 2011.

Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 7-0 to approve the appointment of Vivian Zhang as District Treasurer.

Ms. Ben-Levy administered the oath of office to Vivian Zhang.

Mr. Saffron explained the District received 70 applications for the District Treasurer position and that a committee screened the applications received and interviewed eight candidates. Mr. Saffron, along with Ms. Ben-Levy and Mr. Picardi, participated on the interview committee and he thanked Mr. Picardi for his time and contribution. On behalf of the Board of Education, Ms. Ben-Levy expressed her sincere thanks to both Mr. Saffron for spearheading this task and to Mr. Picardi for all his effort.

Superintendent's Comments

Dr. Brenner spoke that the artwork in the Board Room was provided by the High School APR and he will speak about staffing later during the Discussion portion of the meeting.

Student Delegate's Comments - Ms. Berman not present

Discussion Item(s):

1. Reserve Funds – Fund Balance Allocations

Mr. Dragone discussed his recommendation with the Superintendent and Board of Education a method by which the District can reduce the tax levy to zero.

Mr. Dragone explained one of two things can be done – we can increase the fund balance/reserve by that amount or increase the estimated revenue, or use a combination of both approaches.

Mr. Dragone announced that litigation between the District and the former Middle School architects and construction manager, Hillier Architects and Turner Construction, has resulted in a recovery of \$400,000 to the District, and therefore, the insurance revenue will increase. Further, Mr. Dragone recommended applying \$561,222 from the debt service fund to reduce the tax levy to zero, which will bring

the budget closer in line with the actual revenue. Mr. Dragone presented and recommended to the Board to establish the tax levy at \$85,965,493, which will result in a zero tax levy for 2011.

A discussion ensued regarding the current and projected economic conditions facing New York and the potential impact to the District. Mr. Dragone noted the District is in solid financial shape.

Dr. Brenner explained that at the request of the Board of Education, Central Administration has developed a plan to going forward deliver back to the community money from the reserve fund.

The decision for the Board to move forward with a zero tax levy will be communicated to the community via the Roslyn News, the district website and various communications, including newsletters and email blasts.

2. Board Goals – Final Draft (**Attachment DI2, page 7**)
3. Board Committees – Final Draft (**Attachment DI3, page 9**)

Dr. Brenner summarized that at the last board meeting the Board requested that the final draft of the Board Goals and Board Committees be presented when the entire Board of Education was present.

The Board and administration entered into a discussion regarding the goals and committees' charges as proposed.

By a vote of 7-0, the Board approved the board goals and board committees as presented. Ms. Ben-Levy advised that any resident interested in serving on any of the board committees should send a letter of interest to the District Clerk.

4. Staffing Update
 - Contingency Positions

Dr. Brenner advised the District is fully staffed and ready for the start of the school year, with two exceptions which he noted are the biology and math chair positions. Dr. Brenner spoke that it is his hope to have secured a biology teacher and that a candidate for the math chair is awaiting an interview with the Board of Education.

Dr. Brenner discussed that 1.7 of the 3.4 contingency positions planned for in the budget have been filled and that he does not anticipate any additional changes at this time.

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

By a vote of 7-0, the Board of Education agreed to suspend the current rules and open public comment prior to discussion items to allow those in attendance wishing to be heard by the Board this evening.

A resident who resides at St. Mary's spoke about her opposition to parking the school buses in the front of their home. Ms. Ben-Levy directed the District Clerk to accept correspondence from Sister Koehler. Ms. Ben-Levy commented that the Board will take their issues under advisement.

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

Dr. Brenner moved from the floor and distributed an addendum to add Items numbered 46 through 76 to Personnel Action Report, P.1, Professional.

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 11.**

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 15.**

Mr. Saffron moved, seconded by Mr. Stern and it was carried by a vote of 5-0-2 (Ms. Ben-Levy and Mr. Saffron abstained) to approve Personnel Action Reports, P.1 (Professional) item #20 and Personnel Action Reports, P.2 (Classified) Item #26.

Mr. Saffron moved, seconded by Mr. Stern and it was carried by a vote of 7-0 to approve Agenda Items numbered P.1 as amended and excluding item #20, and P.2 excluding item #26.

BUSINESS/FINANCE:

ALL ITEMS ON THE BUSINESS/FINANCE PORTION OF THE AGENDA ARE

WITHIN THE BUDGET UNLESS OTHERWISE SPECIFIED

B1. 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.)

- (i) Contractee: Roslyn Neighborhood Corporation
Services: Use of 1 room at Heights for Roslyn After School Program for the period of 9/1/10 thru 6/30/11
Fees: \$ 1,562.42 for school year – Roslyn to receive
- (ii) Contractor: Island Home Care Agency, Inc.
Services: Nursing services for the period of 7/1/10 thru 6/30/11
Fees: \$ 50.00 per hour
Total estimated to be \$100,000.00
- (iii) Contractor: Manhasset UFSD
Services: District of Location Special Education Services for IEP service requirements for 1 student residing in Roslyn attending private school for the period of 7/1/09 thru 6/30/10
Fees: \$40.00 per 30 minute session – Resource Room
Total estimated to be \$1,500.00

B.2. Recommendation that the President of the Board of Education be authorized to execute the 2010-2011 Preliminary AS-7 Contract with Nassau BOCES in the amount of \$2,404,500.25 in accordance with **Attachment B.2., page 19.**

B.3. Recommendation that the President of the Board of Education be authorized to execute the 2009-2010 Final AS-7 Agreement with Nassau BOCES in the amount of \$2,588,471.49 in accordance with **Attachment B.3., page 25.**

B.4. Recommendation to approve a budget appropriation transfer request in the amount of \$10,500.00. \$500.00 from A1621-446-03-9000-310 (Maint. Admin. Bldg. Rep - prior balance \$14,500.00) and \$10,000.00 from A1621-446-04-9000-310 (Maint. Build. EH - prior balance \$16,289.50) to A1621-446-08-9000-310 Maint. Build. HS – prior balance \$35,800.00) [To cover the cost of door repairs at the high school]

B.5. Recommendation to approve a budget appropriation transfer request in the amount of \$16,326.00 from A1620-423-09-9000-310 (Oper. Fuel Oil MM – prior balance \$45,920.00) to A1621-443-03-9000-310 (Maint. Prof/Tech Svces – prior balance \$-16,325.92) [Transfer needed to cover payments to the Architects]

Mr. Dragone distributed replacement pages for pages 33 and 34 for Business Agenda Item numbered B.6.

- B.6.** Recommendation to approve Capital Budget appropriation transfer requests as per **Attachment B.6., page 33. [TABLED - SUPPLEMENTAL ITEMS 2-5 ONLY]**
- B.7.** Recommendation to approve a payment of \$17,157.00 to School Construction Consultants, Inc. for Construction Management Services rendered to the district pertaining to the High School Window Replacement Project [Funds will be deducted from the 2009-2010 Capital Budget Code H2110-201-08-1002]
- B.8.** Recommendation to approve a payment of \$5,861.63 to School Construction Consultants, Inc. for Construction Management Services rendered to the district pertaining to the Middle School Auditorium Project. [Funds will be deducted from the 2008-2009 Capital Budget Code H2110-201-09-2907]
- B.9.** Recommendation to declare surplus the following 4 stoves which were previously used by the Home and Careers program:
- Frigidaire electric stove, Serial #VF83360094 (no asset tag)
 - GE electric stove, Serial #MH172400P (no asset tag)
 - GE electric stove, Roslyn asset tag #20080994
 - GE electric stove, Roslyn asset tag #20080996
- B.10.** Recommendation to declare surplus and obsolete one Lexmark Fax Machine, Serial #1003055, Model 4030-304, Roslyn asset Tag #20081933. This machine is broken, unable to be repaired and has been replaced. [This machine is at East Hills School]
- B.11.** Recommendation to approve a payment of \$1,133.57 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to the HS Courtyard Stair Repair [Funds will be deducted from the 2005-2006 Capital Budget Code H2110-245-08-2919]
- B.12.** Recommendation to approve a payment of \$4,242.00 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to the HS Cafeteria upgrade preliminary design work [Funds will be deducted from the 2009-2010 General Fund Budget Code A1621-443-03-9000-310]
- B.13.** Recommendation to approve a payment of \$9,065.00 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to the HS Field House project preliminary design work [Funds will be deducted from the 2009-2010 General Fund Budget Code A1621-443-03-9000-310]
- B.14.** Recommendation to approve a payment of \$7,711.25 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to the district-wide toilets project [Funds will be deducted from the 2009-2010 General Fund Budget Code A1621-443-03-9000-310]

- B.15.** Recommendation to approve a payment of \$15,943.18 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to the HS Window replacements [Funds will be deducted from the 2008-2009 Capital Fund Budget Code H2110-245-03-2911 and from Capital Fund Budget Code H2110-245-08-1002]
- B.16.** Recommendation to approve a payment of \$3,277.59 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to Hilltop Academy Masonry [Funds will be deducted from the 2009-2010 Capital Fund Budget Code H2110-245-03-1003]
- B.17.** Recommendation to approve a payment of \$7,298.82 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to the HS Science Lab Reconstruction Project [Funds will be deducted from the 2005-2006 Capital Fund Budget Code H2110-245-08-2601]
- B.18.** Recommendation to approve a payment of \$7,737.50 to School Construction Consultants, Inc. for Construction Management Services pertaining to the HS Field Renovation Project [Funds will be deducted from the 2005-2006 Capital Fund Budget Code H2110-201-03-2614]
- B.19.** Recommendation to approve a payment of \$31,870.13 to School Construction Consultants, Inc. for Construction Management Services pertaining to the HS Window Replacement Project [Funds will be deducted from the 2009-2010 Capital Budget Code H2110-201-08-1002]
- B.20.** Recommendation to approve a payment of \$5,861.63 to School Construction Consultants Inc. for Construction Management Services pertaining to the MS Auditorium Project [Funds will be deducted from the 2008-09 Capital Budget Code H2110-201-09-2907]
- B.21.** Recommendation to approve a payment of \$126.00 to BJLJ Engineers & Architects, P.C. for Architectural Services pertaining to Exhaust Fan Repair [Funds will be deducted from the 2009-2010 General Fund Budget code [A1621-443-03-9000-310]
- B.22.** Recommendation to approve a Change Order to Arrow Steel Window Corp. in the amount of \$558,000 pertaining to the HS Door and Window Replacement Project. This change order is for the acceptance of Add Alternate #2 – Third Floor - \$43,000; Add Alternate #3 – Library - \$64,000; Add Alternate #4 – Courtyard #2 - \$65,000; Add Alternate #5 – Roslyn Road Elevation - \$195,000; and Add Alternate #7 – Shops and Misc. - \$191,000 as per contract documents dated June 8, 2009 for extent of work in each alternate. The original contract amount of \$1,231,000 will be increased to \$1,789,000.

This change order will allow the revised Substantial Completion of the project to be February 18, 2011 with the Final Completion of the project to be February 28, 2011. **[TABLED]**

- B.23.** Recommendation to approve a change order to Paza Contracting. Corp. pertaining to the Roslyn Hilltop Academy Masonry Reconstruction work; to replace all remaining lintels on the south elevation and for the replacement of one lintel on the west elevation. The contractor submitted a proposal for this work, which totals \$6,750. However, there is a \$6,750 allowance built into Paza's contract which will be allocated towards this work. Therefore, the Original Contract amount of \$38,000 will remain unchanged.

Mr. Dragone moved from the floor to amend Agenda item numbered B.24 as indicated.

- B.24.** Recommendation to adopt the following resolution with respect to the setting of the School District Tax Levy for the 2010-2011 school year:

WHEREAS, the Roslyn Union Free School District's total assessed value for Class 1 [residential] received from North Hempstead and Oyster Bay combined is \$10,174,721; and

WHEREAS, the tax levy in Class 1 will be \$85,965,493 and the estimated 2010-2011 tax rate for Class 1 (based on uncertified base proportions) will therefore be \$658.378 per \$100 of assessed value; and

WHEREAS, the Board of Education has determined that \$2,400,000 be appropriated from Fund Balance and ~~\$1,200,000~~ **\$1,166,531** be applied from reserves;

WHEREAS, the following budget of the necessary claims and expenditures in the Roslyn Union Free School District in the Towns of North Hempstead and Oyster Bay for the school year 2010-2011 amounting to \$95,816,235 for "School Purposes" and \$4,634,490 for "Library Purposes" totaling \$100,450,725 is hereby accepted.

THEREFORE, BE IT RESOLVED that the sums of \$85,965,493 for "School Purposes" and \$4,500,190 for "Library Purposes" totaling \$90,465,683 being the remainder of the budget adopted as above and the net amount which must be raised by taxation for the Roslyn Union Free School District, be levied upon the taxable property of said school district as said property has been certified to the Nassau County Board of Assessors for the school year 2010-2011.

Recommendation to approve this Tax Levy Resolution:

YES 7-0 **NO** _____ **ABSTAIN** _____

Ms. Kline moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to approve Agenda Items numbered B.24 as amended.

Ms. Kline moved, seconded by Mr. Valauri and it was carried by a vote of 7-0 to TABLE Agenda Item numbered B.6, Supplemental, page 34, items numbered 2 through 5 only and Agenda Item numbered B.22.

The Board entered into a discussion with Mr. Mohrman regarding the requested transfer of funds (unrelated to any change order) and the timing of the asphalt paving as it relates to the school schedule and the impact of the Town of North Hempstead work schedule (evenings and weekends only).

Mr. Valauri moved, seconded by Ms. Kline and it was carried by a vote of 6-0-1 (Mr. Stern abstained since his wife is an employee of the Roslyn Neighborhood Corporation) to approve Agenda Items numbered B.1.i.

The Board restated their concerns with respect to Agenda Items numbered B.2 & B.3 (Nassau BOCES). Dr. Brenner discussed that he will revisit the Board's concerns with them again and arrange for a second meeting. Further, Dr. Brenner explained BOCES does not serve a community of residents, but rather the various school districts are their constituents. He stressed there should be a presence at each BOCES board meetings, but thought it was not appropriate for board members attend the BOCES meeting. He suggested that possibly the Board reach out to other districts and community members to attend as a watchdog and in the spirit of independent oversight.

Ms. Kline moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to approve Agenda Items numbered B.1.ii, B.1.iii, B.2, B.3, B.4, B.5, B.6 -Supplemental page 33, items 1 through 6 and page 34, item 1, B.7, B.8, B.9, B.10, B.11, B.12, B.13, B.14, B.15, B.16, B.17, B.18, B.19, B.20, B.21 and B.23.

BOARD OF EDUCATION

BOE.1 Recommendation to approve the attendance of Meryl Waxman Ben-Levy and Dani Kline at the 14th Annual Pre-Convention Law Seminar to be held on October 21, 2010, at the Sheraton New York Hotel & Towers, 811 7th Avenue, New York, NY at an estimated cost of \$520.00 (\$260.00 per person registration fee).

BOE.2 BE IT RESOLVED, that Vivian Zhang be appointed as District Treasurer at a salary of \$25,000.00 per year (prorated) effective August 18, 2010 through June 30, 2011.

Mr. Saffron moved, seconded by Mr. Valauri and it was carried by a vote of 7-0 to approve Agenda Items numbered BOE.1 and the addition of BOE.2.

Public Comments #2

Ms. Russell spoke that the Roslyn teachers are receiving a zero raise in September and she recommended that Roslyn as well as other districts attend the BOCES meetings.

A resident thanked the Board and administration for the zero tax levy.

A resident thanked the Board for their careful deliberations regarding the reserve fund and volunteered to serve the community and district.
district

EXECUTIVE SESSION

Mr. Saffron moved, seconded by Mr. Valauri and it was carried by a vote of 7-0 to adjourn to Executive Session at 10:30p.m.

Adjournment

There being no further business to come before the Board of Education, Mr. Saffron moved, seconded by Mr. Valauri and it was carried by a vote of 7-0 to adjourn at 11:30pm.

Respectfully submitted,

Cathie L. Britt

**Cathie L. Britt
District Clerk**