

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

**Thursday, September 2, 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  
David Seinfeld  
Stanley D. Stern  
Bruce G. Valauri

**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
Carrie Anne Tondo, Esq.	Ingerman Smith, LLP
Nicole Berman	Student Delegate

**ABSENT**

**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**

## Acceptance of Correspondence

**Mr. Saffron moved, seconded by Ms. Kline and it was carried by a vote of 7-0 to accept correspondence.**

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

June 30, 2010:

**Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 4-0-3 (Ms. Kline and Mr. Haber abstained since they were not present at this meeting and Mr. Valauri abstained since he was newly elected yet not sworn in as a board trustee as of yet) to accept the minutes from the June 30, 2010 Board of Education meeting.**

August 5, 2010:

**Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 5-0-2 (Mr. Seinfeld and Mr. Stern abstained since they were not present at the August 5, 2010 meeting) to accept the minutes from the August 5, 2010 Board of Education meeting.**

August 17, 2010:

**Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 7-0 to accept the minutes from the August 17, 2010 Board of Education meeting.**

Recommendation to accept check warrants for June 2010 (reviewed by Mr. Saffron).

**Mr. Valauri moved, seconded by Mr. Seinfeld and it was carried by a vote of 7-0 to accept the check warrants for June 2010.**

Recommendation to accept check warrants for July 2010 (reviewed by Mr. Haber).

**Mr. Valauri moved, seconded by Mr. Seinfeld and it was carried by a vote of 7-0 to accept the check warrants for July 2010.**

## Appointment of Math Chairperson

**Dr. Salina moved from the floor to add Personnel Action Report, P.1., Professional (Addendum), item #48 for the appointment of Charles Windwer as Math Chairperson effective 10/4/2010 through 10/3/2013.**

**Mr. Saffron moved, seconded by Ms. Kline to add Personnel Action Report, Professional, item #48 and it was carried by a vote of 6-0-1 (Mr. Stern abstained) to approve the appointment of Charles Windwer as Math Chairperson.**

## **Board President's Comments**

Ms. Ben-Levy thanked Dr. Brenner, Mr. Mohrmn and all the administrators for the tour of buildings. Mr. Saffron spoke about the remarkable transformation of the

facilities from the past and how spotless the buildings are inside and outside. He thanked Mr. Mohrman for his leadership and his entire staff for all their hard work.

Ms. Ben-Levy spoke about the dedication of her fellow trustees, as shown by the fact that six out of the seven trustees were able to attend the tour of buildings and she thanked Mr. Mohrman for all his hard work.

Dr. Brenner said he received feedback from the Board asking how the district could communicate to the community and determine a way for residents to visit the schools and see for themselves all the work that has been accomplished to the schools. He suggested the district consider inviting the community to visit and tour the buildings.

### **Superintendent's Comments**

In lieu of comments this evening, the video presentations prepared by the Superintendent and Board President for opening day ceremonies were shown.

### **Student Delegate's Comments**

Ms. Ben-Levy introduced and welcomed Ms. Berman as the newly elected Student Delegate. Ms. Berman reported the first OCC meeting will be held on October 15, and for the first time will also include the freshman class.

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

#### **1. The College Application Process (Art Mandel)**

Mr. Mandel gave a PowerPoint presentation regarding The College Application Process starting in ninth grade through twelfth grade. The ninth grade groups will meet with their counselor in about three weeks. There will also be a Meet the Counselor Night for incoming ninth graders, scheduled for September 22, 2010. The ninth grade college prep night will be combined with the tenth grade and will be held the same day when the GPA game is played during the day. A NCAA meeting will be held for all grades and Financial Aid night will be scheduled in January.

For the tenth graders, the conversation continues in terms of what colleges are looking for, the PSAT will be held in October and the college prep night for tenth graders will be held with the ninth graders.

For the eleventh grade, the formal talk of colleges begins and college visiting is encouraged. For the first time ever, Mr. Mandel will hold a meeting to discuss and show step-by-step 'How to Apply to College', by providing detailed and page-by-page instruction as to how to complete the application.

For the twelfth grade, Mr. Mandel spoke the district was selected to host the college presentation for all Nassau County residents to attend for the following colleges: Duke, Brown, Chicago, Harvard, Miami University and Columbia. Each university will be scheduled on a separate night. He discussed the Senior Seminar and Breakfast

with the Director. Newsletters are no longer mailed home, but are electronically sent and the Guidance website is regularly updated with all forms, newsletters and college and financial aid links.

Mr. Mandel explained the new, seamless process to request a Change in Schedule by filling out a form that was enclosed with the student's schedule has been a great success. The form replaces the arduous task of scheduling in-person meetings with a counselor in order to facilitate the change. To date, the Guidance Dept. has received approximately 500 Change in Schedule requests. Once reviewed and approved by the counselor, the approved change is emailed back to the student. Mr. Mandel reported that the feedback he has received regarding the new process has been overwhelmingly positive for all involved.

## **2. Transfer of Funds for Window Project (Tom Mohrman) (Attachment D12, page 9)**

Mr. Mohrman gave a PowerPoint presentation regarding the status and requested fund transfer for the Window Project and he discussed the need for the change order is a function of adding work which is beyond the scope of the original contract.

The current request for a transfer of funds includes:

- \$312,000 from the unallocated 2010-11 Fiscal Year
- \$246,000 from the unallocated 2009-10 Fiscal Year
- \$10,532.25 from the unallocated 2009-10 Fiscal Year (Architect Fees), and
- \$16,740.00 from the unallocated 2009-10 Fiscal Year (Construction Manager Fees).

The current change order will include the following window work:

- \$558,000 Bid price as per Contract Documents
- Alternate 2 – Third Floor - \$43,000
- Alternate 3 – Library - \$64,000
- Alternate 4 – Courtyard 2 - \$65,000
- Alternate 5 – Roslyn Road Elevation - \$195,000
- Alternate 7 – Shops - \$191,000

In respond to a question posed by the Board regarding how the remaining 2009-10 capital reserve balance will be used. Mr. Dragone explained, as it was approved by the voters in the 2009-10 referendum, the 2009-10 capital reserve balance will be used to address the safety concerns in the basement.

## **3. Custodial Fees to be passed on to building users-Saturdays**

Dr. Brenner requested this topic be postponed and discussed at a future 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

**There were no public comments at this time.**

### **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. Salina moved from the floor to amend Personnel Agenda Item numbered P.1, Personnel Action Report, P.1 Professional, item #34 for Eleanor Russell to increase the number of hours from 3 hours maximum to 5 hours maximum and to add to Personnel Action Report, P.1 Professional, items 37 through 47 as reflected in the attached Addendum.**

**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 13)**.

**P.2** BE IT RESOLVED that the Board of Education hereby approves the compensation schedule for non-aligned staff for the term of July 1, 2010 through June 30, 2011 in accordance with the schedule attached hereto;

BE IT FURTHER RESOLVED that the Board of Education authorizes the Board President to execute the employment agreements with said employees in a form to be approved by District counsel.

**P.3** Recommendation to approve the following Adult Education Instructor Salaries for the Fall 2010 session.

<b><u>Last Name</u></b>	<b><u>First Name</u></b>	<b><u>Course Name</u></b>	<b><u>Total</u></b>
Ciavarella	Brian	SAT Review	\$826.80
Tatar	Gregory	SAT Review	\$826.80

**Dr. Salina moved from the floor to add the following Addendum to Personnel Agenda Item numbered P.4, Personnel Action Report, P.4, Classified items**

numbered 1 and 2.

**P.4.** 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 (See Addendum)**.

**Mr. Saffron moved, seconded by Mr. Haber and it was carried by a vote of 7-0 to approve Agenda Items numbered P.1 as amended, P.2, and P.3 and the addition of P.4.**

**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: Garden City UFSD  
Services: One student from Garden City to attend the Hilltop Academy for the 2010-2011 school year  
Fees: \$ 70,000.00 tuition school year  
Roslyn to receive \$70,000.00
- (ii) Contractor: Churchill School Center  
Services: One Roslyn student to attend the Churchill School Center for the period of July 1, 2010 thru June 30, 2010  
Fees: \$30,899.00 Tuition  
Total estimated to be \$30,899.00

**B.2.** The following contracts were approved at the June 30, 2010 BOE meeting Item B.25. [The following additional information is being offered for the purpose of processing invoices]:

- (i) Contractor: Pediatric Physical and Occupational Therapies  
Services: Physical and occupational therapy services for the period of July 1, 2010 thru June 30, 2011  
Fees: On Site at the School District  
\$ 50.00 / 30 minute individual session  
\$ 75.00 / 30 minute group session  
\$150.00 / initial evaluation  
\$100.00 / re-evaluation  
\$ 50.00 / screening  
\$ 50.00 / 30 minute meeting

Off Site or Outside the School District  
 \$ 75.00 / 30 minute individual session  
 \$100.00 / 30 minute group Session  
 \$125.00 / initial evaluation  
 \$125.00 / re-evaluation  
 \$ 75.00 / screening  
 \$ 75.00 / 30 minute meeting  
 Total estimated to be \$ 65,000.00

**B.3.** Recommendation to approve a payment in the amount of \$12,734.49 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 7/31/2010.

**B.4.** Recommendation to approve the following cafeteria bids awarded by the Long Island School Nutrition Directors Association for the 2010-2011 school years:

**a) Direct Diversion**

Bid advertised:	January 8, 2010
Bid opened:	January 28, 2010
Bid awarded:	March 16, 2010
Number of invitations to bid mailed:	42
Number of bids received:	13

The LISNDA Cooperative Bid Committee recommends the Board of Education of the participating districts approve the awards as indicated on the Supplier Award Summary for the Direct Diversion bid. The following companies were awarded: Asian Food Solutions, Inc., Cains Foods, Culinary Standards, Driscoll Foods, Integrated Food Service, J.T.M., Jennie-O, Michaels Foods, Nardone Bros. Baking Co., Pierre Foods, Savory Foods, T.A. Morris, and Tasty Brands.

**b) Cheese-Pizza**

Bid advertised:	January 9, 2010
Bid opened:	January 28, 2010
Bid awarded:	March 4, 2010
Number of invitations to bid mailed:	21
Number of bids received:	5

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Mivila, Nardone Bros. Baking Co., Savory Foods, T.A. Morris, and Uno Foods.

**c) Bagels**

Bid advertised:	April 19, 2010
Bid opened:	May 19, 2010
Bid awarded:	June 19, 2010
Number of invitations to bid mailed:	7

Number of bids received: 5

The LISNDA Cooperative Bid Committee recommends the Board of Education of the participating districts approve the awards as indicated on the Supplier Award Summary for the Bagel Bid.

Lorden Bagels won RFP#'s – Group 1 – 43, Group 2 – 44, Group 3 – 45, Group 4 – 46. Always Bagels, Inc. won RFP# - Group 5 – 47.

**d) Dairy (1845)**

Bid advertised: April 19, 2010  
Bid opened: May 19, 2010  
Bid awarded: June 19, 2010  
Number of invitations to bid mailed: 13  
Number of bids received: 5

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Driscoll Foods, Mivila, Oaktree Dairy, Inc., and T.A. Morris.

**e) Ice Cream w/Equipment**

Bid advertised: April 19, 2010  
Bid opened: May 19, 2010  
Bid awarded: June 19, 2010  
Number of invitations to bid mailed: 3  
Number of bids received: 2

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Alpha Frozen Yogurt, and Circusman.

**f) Grocery**

Bid advertised: April 19, 2010  
Bid opened: May 19, 2010  
Bid awarded: June 19, 2010  
Number of invitations to bid mailed: 16  
Number of bids received: 6

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Driscoll Foods, Jaybee Distributors, Mivila, and T. A. Morris.

**g) Bread**

Bid advertised: April 19, 2010  
Bid opened: May 19, 2010  
Bid awarded: June 19, 2010  
Number of invitations to bid mailed: 15  
Number of bids received: 5

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following company: Modern Italian Bakery.

**h) Meat**

Bid advertised:	April 19, 2010
Bid opened:	May 19, 2010
Bid awarded:	June 19, 2010
Number of invitations to bid mailed:	8
Number of bids received:	6

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Driscoll Foods, Flynn's Provisions, Mivila, and T.A. Morris.

**i) Snacks**

Bid advertised:	April 19, 2010
Bid opened:	May 19, 2010
Bid awarded:	June 22, 2010
Number of invitations to bid mailed:	15
Number of bids received:	12

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Big Geyser, Cookies & More, Driscoll Foods, Jaybee Distributors, Makko of Brooklyn, Mivila, McKee Foods, and T.A. Morris.

**j) Paper/Plastic**

Bid advertised:	April 19, 2010
Bid opened:	May 19, 2010
Bid awarded:	June 19, 2010
Number of invitations to bid mailed:	20
Number of bids received:	6

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Appco Paper & Plastics Corp., Borax, Driscoll Foods, Mivila, and New Paper & Chemical.

**k) Frozen Food**

Bid advertised:	April 19, 2010
Bid opened:	May 19, 2010
Bid awarded:	June 19, 2010
Number of invitations to bid mailed:	16
Number of bids received:	5

Recommendation: That the award, based on low cost satisfactorily meeting specifications, be made to the following companies: Driscoll Foods, Mivila, and T.A. Morris.

- B.5.** Recommendation to approve the Transportation Contract Extensions for 2010-2011 **Attachment B.5., page 17.** [This is the second transportation bid for 2010-2011]
- B.6.** Recommendation to approve Capital Budget appropriation transfer requests as per **Attachment B.6., page 19.** [This item is the portion of Item B.6. that was tabled at the August 17, 2010 meeting]
- B.7.** 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. [This item was tabled at the August 17, 2010 meeting - Agenda Item B.22.]

- B.8.** Recommendation to approve the attached resolution from CHASE regarding the lease purchase of three busses. (**Attachment B.8., page 21**)
- B.9.** Recommendation that the firm of J.C. Broderick be appointed as asbestos consultant for the 2010-2011 school year in accordance with the fee schedule.

**Mr. Dragone moved from the floor to add Business Agenda Items numbered B.10 and B.11.**

**Mr. Saffron moved, seconded by Ms. Kline to add Business Agenda items B.10 and B.11 as follows.**

- B.10** BE IT RESOLVED that the Board of Education hereby rejects Change Order No. 2 submitted by J. Barwick Landscape and Site Developers in connection with the Athletic Field Reconstruction Work at the Roslyn Middle School (SED No. 28-04-03-03-0-006-026).
- B.11** BE IT RESOLVED that the Board of Education hereby rejects Change Order No. 3 submitted by J. Barwick Landscape and Site Developers in connection with the Athletic Field Reconstruction Work at the Roslyn Middle School (SED

No. 28-04-03-03-0-006-026).

**Mr. Saffron moved, seconded by Ms. Kline 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 and the addition of B.10 and B.11.**

### **CURRICULUM AND INSTRUCTION**

**C&I.1.** 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 August 25, 2010.

**Mr. Saffron moved, seconded by Mr. Haber and it was carried by a vote of 7-0 to approve Agenda Item numbered C&I.1.**

### **BOARD OF EDUCATION**

**BOE.1** Recommendation to approve the registration of Bruce G. Valauri to participate in the Fiscal Oversight Fundamentals Course (ONLINE), session 6, course dates beginning October 27, 2010 through December 8, 2010 and administered by the New York State School Boards Association (NYSSBA) and the Hudson Valley Community College at an estimated cost of \$115.00.

**BOE.2 WHEREAS**, the District discovered flood damage in the basement of the Roslyn High School;

**WHEREAS**, an investigation of the basement revealed that the basement sustained damage including the destruction of a window wall;

**WHEREAS**, such condition requires immediate action including remediation and/or reconstruction of the window wall in order to preserve the health, safety and welfare of the students and staff in the building and to preserve the integrity of the building.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby declares the above described condition at the Roslyn High School to be an emergency; and

**BE IT FURTHER RESOLVED** that the Board of Education authorizes the repair and/or replacement of the above described condition at the Roslyn High School as an ordinary contingent expense of the Board and authorizes the Board President or her designee to take the necessary legal steps to correct said condition.

**Mr. Dragone moved from the floor to add BOE Agenda Item numbered BOE.3.**

**Ms. Kline moved, seconded by Mr. Seinfeld to add BOE Agenda item numbered BOE.3 as follows.**

**BOE.3 WHEREAS**, the Board of Education received a request to change the location of a bus stop for a student living on Candy Lane attending the Roslyn Middle School on August 17, 2010;

**WHEREAS**, the District Administrators undertook a review and investigation of the subject bus stop location and request;

**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 will remain unchanged;

**NOW THEREFORE, BE IT RESOLED** that the board of Education hereby denies the request to relocate a bus stop for a student living on Candy Lane attending the Roslyn Middle School.

**Ms. Kline moved, seconded by Mr. Seinfeld and it was carried by a vote of 7-0 to approve Agenda Items numbered BOE.1, BOE.2 and the addition of BOE.3**

#### **Public Comments #2**

The following items were discussed during public comments: Ms. Russell said she is a member of the RTA and the \$80 per hour mentoring rate has not changed in five years; a resident spoke about the St. Mary's lease and Nancy Romagna and Nancy Goldman, CCPA co-presidents thanked the board and administrators for the St. Mary's lease and for alleviating the space issue at the high school and Lisa Edelblum, HS PTA co-president thanked Dr. Brenner, the administrators and the board for increasing the high school student parking space.

#### **Adjournment**

There being no further business to come before the Board of Education, Mr. Saffron moved, seconded by Ms. Kline and it was carried by a vote of 7-0 to adjourn at 10:25pm.

Respectfully submitted,

*Cathie L. Britt*

Cathie L. Britt  
District Clerk