

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

**Thursday, December 16, 2010**

**8:30 p.m.**

**Held in the East Hills School Cafeteria**

**MINUTES**

Meryl W. Ben-Levy, President  
Clifford Saffron, Vice President  
Adam Haber  
Dani E. Kline  
David Seinfeld (arrived at 9:45pm)  
Stanley D. Stern  
Bruce G. Valauri

Dan Brenner, Ph.D  
Allison Brown

Joseph C. Dragone  
Edward A. Salina, Jr., Ed.D  
Cathie L. Britt

**ALSO PRESENT**

Superintendent  
Assistant Superintendent for Curriculum &  
Instruction  
Assistant Superintendent for Business  
Assistant Superintendent for Administration  
District Clerk

**ABSENT**

Nicole Berman

Student Delegate

**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. Seinfeld had not arrived yet) 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 October 2010 (reviewed by Mr. Seinfeld)

**The recommendation to accept the check warrants was deferred and revisited when Mr. Seinfeld arrived.**

**Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 7-0 to approve the check warrants for October 2010.**

**Due to a scheduling conflict, the resolution to accept the check warrants for November 2010 to be reviewed by Dr. Valauri will be moved from the January 6, 2011 Board Meeting to the January 20, 2011 Board Meeting.**

Recommendation to accept the minutes from the following meeting(s):  
December 2, 2010

**Ms. Kline moved, seconded by Mr. Stern and it was carried by a vote of 5-0-1 (Mr. Saffron abstained since he was not present at that meeting; Mr. Seinfeld had not arrived yet) to accept the minutes from the December 2, 2010 Board of Education meeting.**

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

Ms. Ben-Levy recognized Mr. Paterson and the entire musical faculty for the wonderful winter concerts and musical performances held this month. She spoke of Dr. Brenner's first year and a half anniversary since assuming the role of Superintendent of Schools and how pleased she and the Board are with his leadership skills, the accomplishments of this past year and the direction the school is going in. Ms. Ben-Levy spoke about the iPad training the Board of Education received on December 12 and the projected annual cost savings of \$12,000.00 to the district of paperless board meetings and school district communications to the Board of Education. She stressed the iPads are not gifts and are on loan from the District to be used strictly for school district purposes.

Ms. Kline spoke that she and Mr. Stern visited East Hills this week and how impressed she was with not only 'what' was being taught, but 'how' it was taught. Every classroom they visited they witnessed excited and engaged children learning in a group and peaceful setting. Ms. Kline commented what was most noteworthy was the vast improvements in the learning experience as compared to the environment of several years ago. Mr. Stern thanked Principal Krieger and Assistant Principal Lewis for hosting the board visit. He too noted the dramatic difference and change in the learning environment from six years ago and he spoke of the wonderful educational environment at East Hills. Mr. Stern spoke about how impressed he was with the integration of technology in curriculum and instruction.

### **Superintendent's Comments**

Dr. Brenner spoke that he and Allison Brown attended the 16<sup>th</sup> Annual Rally Motors Holiday Party graciously hosted by the owners and the 600 employees of Rally Motors and

attended by 85 students from grades kindergarten through 4<sup>th</sup> grade. He spoke about the joy and excitement for the children as they arrived to see the showroom lined with bicycles and toys and the Disney-like characters who entertained the kids. Dr. Brenner spoke it is a wonderful and special event and an incredible spirit of generosity extended by Rally Motors year after year. Mr. Saffron suggested the Board and Administration extend an invitation to the owners of Rally Motors to attend a Board Meeting where the Board and District can publicly thank them. Ms. Kline suggested a plaque be presented in their honor from the District.

Dr. Brenner introduced and thanked the East Hills Principal, Melissa Krieger, for hosting tonight's board meeting. Ms. Krieger spoke about how well the first few months of school have gone and she credited and thanked the staff and the PTA for their support. She presented a short slide presentation showing students actively involved in the reading and literacy programs.

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

Due to illness, Ms. Berman was not able to attend tonight's meeting.

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

#### 1. KG&D Cafeteria Presentation

Erik Kaeyer of KG&D Architects gave a PowerPoint presentation and spoke about the timeline and costs associated with the High School Cafeteria Renovation Project. Mr. Kaeyer spoke that conversations are in progress and continue with the State Education Department (SED), and he looks forward to receiving feedback on the mechanical and electrical review.

Mr. Kaeyer explained the purpose of his presentation tonight was to brief and discuss with the Board an update on the overall cost estimate as well as highlight those items originally included in the initial estimate which are now identified as possible add-alternates.

Mr. Kaeyer spoke, in general, the cost estimate is close to the original cost estimate and directive of \$1,850,000, however, the major challenge the project has encountered is the fact the project is now subject to the Wicks Law, thereby requiring multiple project leaders to comply with state law. The Board and Mr. Kaeyer entered into a discussion about the various add-alternates listed, including the cafeteria furniture, ceiling options and pizza ovens, and the impact of such alternates to the project budget.

Mr. Kaeyer explained given the current economic environment and the fact that contractors are eager to work it is anticipated that bids will come in approximately 5-10% under budget, which may work in our favor and allow those add-alternate items listed to be included in the initial project design and implementation.

Dr. Brenner offered to meet with the Board to discuss the specific details and possible

alternates impacting the cost of the project. He spoke the Board could be shown the differences between a mutli-color chair versus a plain vanilla chair, however, he noted it would be difficult to show an open versus closed ceiling grid. Mr. Kaeyer explained the open grid ceiling system is a question of appearance and not functionality.

Mr. Stern and Mr. Saffron both spoke that the Board is more interested in seeing and determining the aspects of the project that the public and students would see and use on a regular basis. Mr. Haber spoke there is a great deal of equipment listed and he wanted to know whether it was permissible for a contractor to be allowed to purchase gently used equipment from a reputable vendor. Mr. Dragone explained that both the district and contractor are legally required to buy used equipment from a governmental unit only.

Mr. Kaeyer explained the Board would need to provide direction as to the priority number to be assigned to the each add-alternate item listed, and once assigned, the add alternates would then be implemented in order as approved by the Board. Therefore, when appropriate, it is critical that the Board provide Mr. Kaeyer with that direction. Mr. Saffron suggested the add-alternate listing be all-inclusive in order for the Board to determine and assign a priority number to each item.

Ms. Ben-Levy emphasized this is a cultural change for the high school community and if we don't give them the courtyard or the 'grab and go', the kids may not view it the way it was intended and she is looking for direction from the Administration if the bids do not come in under estimate. Dr. Brenner explained the direction given was to stay within the \$1,850,000 and the Board would have to provide direction as to whether or not an additional \$125,000 be expended for the add-alternate items listed. Mr. Dragone explained the Board with the approval of the community has been authorized to expend money on electrical upgrades and the Board can legally choose and direct the usage of this money. Mr. Haber expressed his concern that we haven't spent a dollar and we are already over budget by \$125,000.

Mr. Kaeyer explained that it was not his intention to be an alarmist regarding the costs of the items, but rather the purpose of tonight's discussion is to be preemptive and informative. It is in the best interest of the Board, Administration and for the overall success of the project to maintain open and continuous communication and to be prepared for all contingencies.

## 2. Curriculum Development Committee

Dr. Brenner introduced Carol Murphy and members of the Curriculum Development Council (CDC), who presented an overview of the history and mission of the CDC and a progress report of the successful course proposals and offerings.

Ms. Murphy explained the CDC was formed to create and establish a task force aimed at bringing the faculty together from all curriculum disciplines with the goal of tapping into the great wealth of talent among the Roslyn teaching staff.

The Curriculum Development Council (CDC) consists of the following representatives:

- Administration – Carol Murphy
- English – Josh Cabat
- Social Studies – Ron Katovitz
- Science – Vinny Kreyling
- Math – Guy Barnett
- Foreign Language – Matt Andresen
- Art – Rich Ritter
- Music – Pat Patterson
- Special Education – Karen Kummer
- Guidance – Melissa Lazzaro
- Physical Education – Bob Gerula (Liaison)
- Library – Karen Leon (Liaison)

Ms. Brown thanked Ms. Murphy and the entire CDC for their efforts and for dedicating the time to come together for such a valuable effort and goal. On behalf of the Board of Education, Ms. Ben-levy spoke that the need for this group was known for quite some time and she extended to the entire team the Board's sincere thanks for all their hard work.

Mr. Haber spoke it was great to hear how everyone is brought into the process and he asked about how courses are added and/or eliminated from the course offering.

Ms. Murphy and the Board entered into a discussion about the various programs, the effectiveness of the committee and the source of course ideas. In response to a question from the board, Ms. Murphy spoke that the group receives feedback from the students, with the assistance of the guidance department. For next year, Mr. Scanlon has already received 17 new course proposals across multiple disciplines for consideration.

Mr. Saffron spoke that tonight's conversation is remarkable since often times the discussion at board meetings revolves around budgeting and planning. It is reassuring to know that the District is finally in a position to hear the leaders of our buildings discuss and encourage the business of learning. He would encourage everyone to stay innovative, to think out of the box and to keep bringing ideas to the board.

3. Format for Delivery of the Budget (**Attachment DI 3, page 7**)

Mr. Dragone presented the budget schedule and proposed the following meeting schedule:

<u>Board Meeting Date</u>	<u>Discussion Item</u>
February 3, 2011	May Referendum, Capital, Facilities

February 17, 2011	Program, Club, Athletics, Special Education
March 3, 2011	Technology, Follow-up on Capital, Transportation
March 17, 2011	Staffing, Salary & Benefits
March 31, 2011	Tax Levy, Revenue

With no objections from the Board, the above schedule for the format of the delivery of the budget was agreed upon.

4. School Calendar 2011-2012 (**Attachment DI 4, page 9**)

Dr. Brenner clarified that the number of school days the District is contractually required to have is 181 school days plus 2 additional days, therefore, the calendar must reflect a 183 work days for our teachers. Two versions of the proposed 2011-12 school calendar along with the various considerations were presented by Dr. Brenner to the Board for their direction. A discussion ensued and several questions were raised and discussed about the considerations presented and possible alternative calendar versions.

One option presented was to open school on September 2, 2011, close school on Holy Thursday and designate the first snow day on May 25, 2012 and the second snow day on Monday, June 25, 2011. By a vote of 2-5 (Ms. Ben-Levy and Mr. Seinfeld voted yes; Mr. Saffron, Mr. Haber, Ms. Kline, Mr. Sterna and Dr. Valauri voted no), this option was voted down and therefore eliminated.

By a vote of 7-0, the Board directed the Administration to pursue and investigate with the appropriate union representation the following option:

- ✓ Teachers come in on September 1, 2011 or September 2, 2011 (subject to union approval)
- ✓ First day of school for students on September 6, 2011
- ✓ School closed on Holy Thursday
- ✓ Last day of school on June 22, and the second snow day on June 25, 2012

If the union members reject the above option, then Version 3 of the calendar presented to be formally approved by the Board *and* Holy Thursday will be the first designated snow day.

In addition, at the Board's direction Dr. Brenner will investigate with union representation turning November 8, 2011 into an instructional day (requires contractual buy-in) and having the Superintendent's conference day be held on November 23, 2011 (the day before Thanksgiving).

The proposed 2011-12 school calendar to be presented by resolution at the January 6,

2011 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: CCPA co-presidents, Nancy Goldman and Nancy Romagna, handed out sweet treats to the Board and Administration to celebrate the upcoming holiday. A resident and employee thanked the Board for their sensitivity to the Holy Thursday holiday and spoke about the impact to next year's school calendar; Eleanor Russell, RTA president, spoke about the proposed school calendar and this issue of Holy Thursday. She offered the following suggestions: 1. Only designate one snow day, 2. Consider a delayed opening on the first day of school and 3. The Board should petition the Board of Regents to prevent such an early test schedule in June.**

### **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**

**On behalf of Dr. Salina, Mr. Dragone moved from the floor to add items numbered 19, 20 and 21 to Attachment P.1, Professional (ADDENDUM).**

Item	Name	Action	Position/Location Replacing	From	To	Tenure Area	Certification Class/Step Salary
19	Julia Cagney	Increase in Assignment	Art/HTS To: .54 From: .49	11/12/10	6/30/11	NA	Per RTA contract
20	Danielle Fertitta	Appointment	Sub Teacher	12/17/10	6/30/11		School Counselor (prov) \$115/day
21	Dan Stratton	Appointment	Ass't Coach/HS Varsity Swimming	11/15/10	3/13/11		Per RTA contract

**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 Attachment P.2, Classified item numbered #1 for Angela Dunne to reflect an effective date of January 10, 2011 and probation ending date of July 9, 2011 (ADDENDUM).**

**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**).

**On behalf of Dr. Salina, Mr. Dragone moved from the floor to add the following Adult Education Winter 2011 instructors to Attachment P.3, Adult Education Winter 2011 Instructors, start date 1/6/11 – end date 3/4/11 (ADDENDUM).**

Adult Education Winter 2011 Instructors Start 1/6/11 – End 3/4/11 (ADDENDUM)

Last Name	First Name	Total Salary	Course Name
Bitterman	Bruce	\$362	Basketball
Sanders	Carin	\$241	Tai Chi for Arthritis, Intermediate

**P.3. Recommendation** to approve the Adult Education Instructor Salaries for the Winter 2011 session attached as (**Attachment P.3, page 19**).

**Mr. Saffron moved, seconded by Dr. Valauri and it was carried by a vote of 6-0 (Ms. Kline was out of the room during the vote) to approve Agenda Items numbered P.1 as amended, P.2 as amended and P.3 as amended.**

**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 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) Contractor: Bifolco Consultants (Professional Development)  
 Services: ABA Consulting Services for the period of 7/1/10 - 6/30/11  
 Fees: \$ 1,200.00 / day (6 hours)  
 \$ 700.00 / day (3 hours)  
 Total estimated to be \$ 75,000.00

(ii) Contractor: Anderson Center for Autism  
 Services: Autism services for 2 students for the period of 7/1/10 – 6/30/11  
 Fees: Summer 2010 7/1/10 thru 8/31/10  
 \$30,578.10 tuition & maintenance / student  
 \$ 1,040.00 NYS Dormitory Authority Charge / student  
School Year 2010-11 9/1/10 thru 6/30/11  
 \$46,368.00 tuition & maintenance / student

\$ 6,242.00 NYS Dormitory Authority Charge / student  
Total estimated to be \$168,456.20

- (iii) Contractor: Developmental Disabilities Institute  
Services: Instructional services for 2 students for the period of 7/1/10-6/30/11  
Fees: Summer 2010 7/1/10 thru 8/31/10  
\$ 6,563.00 / student  
School Year 2010-11 9/1/10 thru 6/30/11  
\$40,783.50 / student  
Total estimated to be \$94,693.00

**B.2.** Recommendation to accept the donation of 17 three drawer file cabinets and 28 two drawer file cabinets from Mr. Bennett Chaite for use throughout the district.  
CS-said to mbl Make note to thank benny.

**B.3.** Recommendation to approve transportation for one special education student who will be attending the Henry Viscardi School for the period of 12/1/10 thru 6/30/11 at an additional cost to the district of \$720.00 per month. Total estimated to be \$5,500.00. [Regular transportation is no additional cost to the district – additional cost is due to late pick-up 2 days a week at \$90.00 / day including monitor]

**B.4.** Recommendation to approve a budget appropriation transfer request in the amount of \$5,000.00 from 9760-700-03-9000-303 (Interest Tans – prior balance \$420,000.00) to 2855-430-08-6800-309 (Inter-Scholastic Contr. HS – prior balance \$22,586.82) [During the 2009-10 school year for the first time all cloth uniforms/apparel were sent out to Riddell to be reconditioned. The uniforms were returned during the current school year, this increased cost was not reflected in the budget for 2010-11. It will be included in the budget for 2011-12]

**B.5.** Recommendation to approve a budget appropriation transfer request in the amount of \$30,000.00 from 9760-700-03-9000-303 (Interest Tans – prior balance \$420,000.00) to 2330-155-03-5800-304 (Adult Ed Tchg. – prior balance \$27,331.39) [Funds are needed to pay the additional cost of Adult Education Teachers due to the absorption of the Herrick's program. This expense will be more than offset by additional revenue we will be receiving.]

**B.6.** Recommendation to approve a budget appropriation transfer request in the amount of \$900.00 from 9760-700-03-9000-303 (Interest Tans – prior balance \$420,000.00) to 2855-430-08-6800-309 (Inter-Scholastic Contr. HS – prior balance \$22,586.82) [Due to large crowds that traditionally attend Friday night home boys' basketball games this request is being made for additional security thru Westech Investigations, Inc. These additional funds are needed to cover the expense of this security service. This increased cost was not reflected in the budget for 2010-11. It will be included in the budget for 2011-12]

- B.7.** Recommendation to approve a budget appropriation transfer request in the amount of \$53,826.39 from 5510-210-03-9000-510 (Trans Buses – prior balance \$80,000.00) to 9785-600-03-9000-303 (Install Purch Debt State Aided Hardware Principal – prior balance \$-53,826.39) [Transfer of funds for Lease Purchase of 3 buses from transportation code to Installment Purchase Debt Principal code]
- B.8.** Recommendation to approve a budget appropriation transfer request in the amount of \$4,389.33 from 5510-210-03-9000-510 (Trans Buses – prior balance \$80,000.00) to 9785-700-03-9000-303 (Installment Purch Debt State Aided Hardware Interest – prior balance \$-4,389.33) [Transfer of funds for Lease Purchase Agreement of 3 buses from transportation code to Installment Purchase Debt Interest code]
- B.9.** Recommendation to approve a Capital Budget appropriation transfer request as per **Attachment B.9., page 21.**
- B.10.** Recommendation to set the standard mileage rate for the business use of employee-owned vehicles at 51 cents per mile (IRS rate) for the period of 1/1/11 thru 12/31/11.

**Mr. Saffron moved, seconded by Mr. Seinfeld and it was carried by a vote of 6-0-1 (Mr. Seinfeld abstained from voting on Agenda Item B.1.(i)) to approve Agenda Items numbered B.1.**

**Mr. Saffron moved, seconded by Mr. Seinfeld and it was carried by a vote of 5-2 (Mr. Haber and Mr. Saffron voted no) to approve Agenda Items numbered B.4 and B.6.**

**Mr. Saffron moved, seconded by Mr. Seinfeld and it was carried by a vote of 7-0 to approve Agenda Items numbered B.2, B.3, B.5, B.7, B.8, B.9 and B.10.**

### **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 November 12, 2010 and November 17, 2010.

**C&I.2** Recommendation to approve Elizabeth Brown to visit colleges in the Los Angeles area (UCLA, USC, Loyola Marymount University and Pepperdine) from January 13 through 17, 2011 at an estimated cost to the district of \$915.00.

**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 and C&I.2.**

### **BOARD OF EDUCATION**

**BOE.1 Recommendation to approve the 2011-2012 school calendar as attached.  
[TABLED]**

**BOE.2 BE IT RESOLVED**, that the Board of Education hereby approves a certain Disclosure and Consent Agreement dated December 16, 2010 in the form attached hereto; **(Attachment BOE.2, page 23)**

**BE IT FURTHER RESOLVED** that the Board of Education hereby authorizes the President of the Board of Education to execute said Disclosure and Consent Agreement.

**BOE.3 Recommendation** that the Board of Education of the Roslyn Union Free School District conduct the **second** reading of Policy #4330 – Independent Educational Evaluations. **(Attachment BOE.3, page 25)**

**BOE.4 Recommendation** that the Board of Education of the Roslyn Union Free School District conduct the **second** reading of Policy #2800 – District-owned iPads for use by the Board of Education. **(Attachment BOE.4, page 29)**

**BOE.5 Recommendation** to approve the attendance of Cliff Saffron, Dianne Sheffield, Prabhat Kumar, Abel Picardi, Walter Reed and Ron Smith at the NYS School Districts *Best Practices for Effective Operation of the School District Audit Committee Workshop* sponsored by the School District Internal Auditing Alliance and hosted by Educational Leadership Institute and SUNY Oswego to be held in January 2011 at an estimated cost to the district of \$570.00 (estimated per person cost is \$95.00). [Registration fee to be charged to 1320.443.03.9000.303 Auditing-Professional Services].

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

**Ms. Kline moved, seconded by Mr. Saffron and it was carried by a vote of 7-0 to approve Agenda Item numbered BOE.2, BOE.3, BOE.4 and BOE.5.**

## **Public Comments #2**

**The following items were discussed during public comments: Eleanor Russell, RTA president, spoke about the importance of air conditioning in the new high school cafeteria, agrees with Mr. Haber about the pizza oven and also thinks Rally Motors should be honored, but commented that students also write thank you notes as well.**

**Mr. Seinfeld donated a \$25.00 gift card to the high school.**

## **Adjournment**

**There being no further business to come before the Board of Education, Mr. Saffron moved, seconded by Mr. Stern and it was carried by a vote of 7-0 to adjourn at 11:22p.m.**

**Respectfully submitted,**

*Cathie L. Britt*

**Cathie L. Britt  
District Clerk**