

**MINEOLA UNION FREE SCHOOL DISTRICT  
MINEOLA, NY**

**Business Meeting Agenda**

*The Mission of the Mineola Union Free School District is to inspire each student to be a life-long learner, pursue excellence, exhibit strength of character and contribute positively to a global society.*

**Board Goals - 2017-2018**

***Educational***

- Continue to actively engage parents in the District Mission.
- Continue to actualize the District's Mission and Strategic Objectives and measure progress toward these goals
  - o Emphasis on increasing student choice
  - o Emphasis on student portfolios
- Continue to expand and develop Queensborough certificate program to enable students to graduate HS with a full year of college credit
- Implement a districtwide initiative to introduce and develop a Growth Mindset for students, staff and parents

***Facilities***

- Continue to plan and fund a 5 year Capital improvement plan that addresses the outstanding items in the Building Condition Survey. Plan should include multiple funding sources- Energy performance contracts, Capital reserve fund, and budget transfers

***Finance***

- Not to exceed the allowable tax levy cap while continuing to maintain and enhance all of our programs and facilities

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**DATE: January 18, 2018**

**LOCATION: Willis Avenue**

**OPEN WORK SESSION 7:00 p.m.**

**Board of Education**

Christine Napolitano, President  
Dr. Margaret Ballantyne-Mannion, V.P.  
Brian Widman  
Cheryl Lampasona  
Patrick Talty

**Central Office**

Dr. Michael Nagler, Superintendent of Schools  
Jack Waters, Asst. Supt. Finance & Operations  
Edward Escobar, Asst. Supt. Human Resources  
Matthew Gaven, Asst. Supt. C.I.A. & Technology  
Linda Spagnola, District Clerk

**A. Call to Order**

**B. Pledge of Allegiance**

**C. Reading of Mission**

**D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions**

**F. Student Organization Report**

**G. BOE Reports**

**a. Comments from Board Trustees**

**b. Comments from Board President**

**c. Comments from Superintendent**

**H. Old Business**

**I. New Business**

**Approval of CAP - Financial Statements**

**RESOLUTION # 31** - BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") for the 2017 Audited Financial Statements by Nawrocki Smith and hereby instructs the Assistant Superintendent for Finance and Operations to file such a plan with the NYSED Office of Audit Services.

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Yes:**

**No:**

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**Passed:** Yes \_\_\_ No \_\_\_

**J. CONSENSUS AGENDA**

**RESOLUTION # 32** - BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.4.d., as presented.

**Motion:** \_\_\_\_\_  
**Second:** \_\_\_\_\_

**Yes:**

**No:**

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**Passed:** Yes \_\_\_ No \_\_\_

1. **ACCEPTING OF MINUTES**

- a. That the Board of Education accepts the minutes of the November 9, 2017 Workshop Meeting, the November 30, 2017 Business Meeting, and the December 14, 2017 Business Meeting, as presented.

2. **INSTRUCTION**

a. **Resignations**

- 1. That the Board of Education accepts the resignation of Lauren M. Siemann, Permanent Substitute Teacher, effective January 16, 2018.
- 2. That the Board of Education accepts the resignation of John J. Lee, Permanent Substitute Teacher at Jackson Avenue, effective January 26, 2018.

b. **Retirements**

- 1. That the Board of Education accepts, with regret, the resignation for the purpose of retirement, of Thomas C. Nucci, Elementary Teacher, effective June 30, 2018.
- 2. That the Board of Education accepts, with regret, the resignation for the purpose of retirement, of Vincent Russo, Social Studies Teacher, effective June 30, 2018.
- 3. That the Board of Education accepts, with regret, the resignation for the purpose of retirement, of Jane Whearty, Elementary Teacher, effective June 30, 2018.
- 4. That the Board of Education accepts, with regret, the resignation for the purpose of retirement, of Frank J. Massaro, Math Teacher, effective June 30, 2018.
- 5. That the Board of Education accepts, with regret, the resignation for the purpose of retirement, of Eileen Burke, English Teacher, effective June 30, 2018.
- 6. That the Board of Education accepts, with regret, the resignation for the purpose of retirement, of Wendy L. Forte, Foreign Language Teacher, effective June 30, 2018.
- 7. That the Board of Education accepts, with regret, the resignation for the purpose of retirement, of Maria Arroyo-Fazio, Social Worker, effective June 30, 2018.

c. **Per Diem Sub Appointments**

That the Board of Education approves the following individual(s) as Per Diem Substitute Teacher(s) for the current school year, at a daily rate of \$100 for days 0-10, \$110 after 11-20 consecutive days, \$120 after 21-30 consecutive days, \$130 after 31+ consecutive days; and retirees at a daily rate of \$125.00 per day, \$130 per day after 30 days.:

	<b><u>Employee Name</u></b>	<b><u>Certification</u></b>
1.	Deanna N. Weber	Early Childhood Education (Birth - 2)
2.	Michael O. McVeigh	Physical Ed

d. **45 Day Sub Appointments**

1. That the Board of Education approves the appointment of Michael O. McVeigh, to the position of 45 Day Substitute Teacher for Hilary Hunter, starting approximately January 21, 2018 to on or before June 30, 2018. Salary: \$100 for days 0-10, \$110 after 11-20 consecutive days, \$120 after 21-30 consecutive days, \$130 after 31-45 consecutive days, Day 46 contract salary BA, Step 1, \$61,161.

e. **Appointment(s) - Clubs/Stipends**

That the Board of Education approves the following Clubs/Stipends for the current school year:

	<b><u>Club</u></b>	<b><u>Teacher</u></b>	<b><u>Stipend</u></b>
1.	Art Club co-advisor	Melinda DiGiovanna (replacing Andrea Antonelli as of 2/1/18)	\$230.75 (2nd half of stipend for co-advisor)
2.	Winter Guard Director	Theresa L. Bapst	\$4,368
3.	Winter Guard Assistant Dir	Rebecca Meyer	1/2 of \$1,456
4.	Winter Guard Assistant Dir	Rebecca N. Stollberger	1/2 of \$1,456
5.	Winter Guard Coach	Rebecca Meyer	\$1,000
6.	Winter Guard Coach	Rebecca N. Stollberger	\$1,000
7.	Winter Guard Drill Writer	Theresa L. Bapst	\$3,435

f. **Instruction: Creation of New Position**

That the Board of Education approves the creation of the following new position:

1. Part Time (.5) A.I.S. position at Jackson Avenue, effective January 22, 2018.

g. **Instruction: Student Actions**

1. That the Board of Education approves the following overnight/out-of-state field trip:  
- American Choral Directors Association (ACDA), March 7-10, 2018, Pittsburgh, PA

h. **Appointment(s) - Part Time Teachers**

1. That the Board of Education approves the appointment of Gina Principato, to the position of Part Time (.5) A.I.S. Teacher, effective January 22, 2018 to June 30, 2018. Salary: .5 of BA, Step 1, \$61,161 equaling \$30,580.

3. **CIVIL SERVICE**

a. **Appointment(s)**

1. That the Board of Education approve the appointment of Jessica Romano, to the position of part time Lunch Aide at Jackson Avenue School, effective January 2, 2018. Salary is \$13.95 per hour on Step 1.

2. That the Board of Education approve the appointment of Rocio Barreto from part time to full time Teacher Aide at Hampton Street School, effective January 5, 2018. Salary is \$22,221 on Step 1; probation is 26 weeks.
3. That the Board of Education approve the appointment of Diane Hein, to the position of part time Bus Attendant for Transportation, effective January 2, 2018. Salary is \$11.00 per hour on Step 1.
4. That the Board of Education approve the appointment of Daniel Ferreiras, to the position of 5 Hour Bus Driver to replace Steven Maniaci, who resigned, effective January 2, 2018. Salary is \$21,819 on Step 1; probation is 26 weeks.
5. That the Board of Education approve the appointment of Marlon R. Yanes Zecena, to the position of 5 Hour Bus Driver for Transportation, effective January 2, 2018. Salary is \$21,819 on Step 1; probation is 26 weeks.
6. That the Board of Education approves the appointment of Mary E. McDermott, to the position of Registered Nurse, effective January 23, 2018 with a salary of Nurse Step 10, \$62,619.00.

b. **Leave of Absence - Personal**

1. That the Board of Education grant a request to Olga Ventura, 5 Hour Bus Driver for Transportation, for an Unpaid Leave of Absence, due to personal reasons, effective January 5, 2018 through January 15, 2018.

c. **Retirement(s)**

1. That the Board of Education accepts, with regret, the resignation of Steven Christiansen, 12 month Bus Driver, for the purpose of retirement, effective January 31, 2018.

d. **Leave of Absence - Paid Medical**

1. That the Board of Education approve an extension of a paid Medical Leave of Absence to Steven Christiansen, 12 month Bus Driver, effective December 2, 2017 through January 31, 2018.
2. That the Board of Education approves a paid Medical Leave of Absence to Joan DiFranco, PT Teacher Aide, effective February 17, 2018 to on or about May 29, 2018.

4. **BUSINESS / FINANCE**

a. **Treasurer's Report**

That the Board of Education approves the Treasurer's Report for the period ending November 30, 2017.

b. **Approval of Invoices and Payroll**

1. 1. That the Board of Education accepts the Invoices and Payroll for the period ending December 31, 2017.

A/P Warrant #11	Dec. 20, 2017	\$2,159,498.12
A/P Warrant #12 Pro Leave	Dec. 20, 2017	\$4,286.29

**TOTAL EXPENSES                    \$2,163,784.41**

PAYROLL #11 and #12		
General		\$4,347,815.16
Federal Fund		\$58,907.81

**TOTAL PAYROLL                    \$4,406,722.97**

c. **Budget Appropriation Adjustment**

1. That the Board of Education approves the transfer of funds, in the amount of \$145,000 from Budget Code: 9010 800 00 8096 to Budget Code: 2630 460 00 2930 to cover the software licensing agreement with DecisionEd Group. The Board of Education approved the purchase at the December 14, 2017 board meeting with transfer required to cover said purchase.

d. **Business: Other**

1. That the Board of Education of the Mineola Union Free School District approves entering an agreement for part-time accounting services at a rate of \$2800 per month with Keeping Your Books, effective July 1, 2017 through June 30, 2018.

e. **Internal Claims Audit Report**

1. That the Board of Education approves the Internal Claims Audit Report for November 1, 2017 through November 30, 2017 and December 1, 2017 through December 31, 2017.

f. **Business/Finance: Disposal of District Property**

That the Board of Education approves the disposal of the following district property, according to Policy #5250, declaring them obsolete.

Microscopes:

- 12 Accu-scope
- 11 Monolux
- 6 Wards
- 2 Pasco
- 3 Bausch and Lomb
- 1 Swift

**K. Superintendent's Report**

Superintendent of Schools' Reports

Presentations:

1. Student Writing Presentation
2. Discussion of the 2018-2019 school calendar.

Superintendent Comments

**L. Public Comments**

**M. Executive Session    Time: \_\_\_\_\_ p.m.**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Yes:                    No:**

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**Passed:** \_\_\_\_\_

**N. Adjournment Time: \_\_\_\_\_ p.m.**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Yes:                    No:**

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**Passed:** \_\_\_\_\_

**Respectfully Submitted,**

**Linda M. Spagnola**  
**District Clerk**