

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 - 2015-2016

Educational

- Continue to actualize the District's Mission and Strategic Objectives and measure progress toward these goals
 - Continue to develop an electronic portfolio which recognizes the attributes embodied in the mission statement
 - Demonstrate that students are contributing positively to a global society
 - Demonstrate that students are exhibiting strength of character (habits of the mind)
 - Demonstrate that students are pursuing something about which they are passionate
- Continue to expand and develop college and career partnerships to ensure success for our HS graduates.
 - Expand Queensboro certificate program
 - Explore career partnerships with local institutions

Facilities

- Develop a comprehensive Building Condition Survey which outlines the health of all of the districts buildings
 - Create a new five-year Capital Plan to address outstanding items in the BCS
 - Leverage both the Capital Reserve and Energy Performance Contracts (EPC)

Finance

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

DATE: February 11, 2016

LOCATION: Willis Avenue School

OPEN WORK SESSION

7:00 p.m. 2nd Floor Board Room

Board of Education

Christine Napolitano
Patricia Navarra
Nicole Matzer
Margaret Ballantyne
Brian Widman

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. for Finance Operations
Patricia Burns, Asst. Supt. Curr.,Instr.,&Assess.
Edward Escobar, Asst. Supt. Human Resources
Andrea Paggi, District Clerk

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Reading of Mission**
- D. Moment of Silent Meditation**

E. Dais & Visitor Introductions

F. High School 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

Second Reading & Adoption of Board Policy #7513- Administration of Medication

RESOLUTION # 51 - BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the second formal reading of Board Policy # 7513, Administration of Medication, due to its availability on the information table and moves its adoption.

Motion: _____
Second: _____

Yes:	_____	No:	_____
	_____		_____
	_____		_____
	_____		_____

Passed: _____

Second Reading & Adoption of Board Policy #7521-Students with Life-Threatening Health Conditions

RESOLUTION # 52 - BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the second formal reading of Board Policy # 7521, Students with Life-Threatening Health Conditions, due to its availability on the information table and moves its adoption.

Motion: _____
Second: _____

Yes:	_____	No:	_____
	_____		_____
	_____		_____
	_____		_____

Passed: _____

Second Reading & Adoption of Board Policy #8450- Homebound Instruction

RESOLUTION # 53 - BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the second formal reading of Board Policy # 8450, Homebound Instruction, due to its availability on the information table and moves its adoption.

Motion: _____
Second: _____

Yes: _____

No: _____

Passed: _____

Approval of Substitute Teacher Pay

RESOLUTION # 54- BE IT RESOLVED that the Board of Education of the Mineola UFSD approve an increase in teacher substitute pay to \$125 per diem, after a teacher works 30 consecutive days beginning February 1, 2016.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Annual Election and Budget Vote - May 17, 2016

RESOLUTION # 55 - BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves of the following information regarding the Annual Election and Budget Vote scheduled for May 17, 2016:

- (a) The District's Annual Election will be held on **Tuesday, May 17, 2016**.
- (b) The District Clerk be authorized to make all necessary arrangements for the registration of qualified voters and for the conduct of the District's Annual Election to be held on **Tuesday, May 17, 2016**, including the rental and delivery of voting machines and the publication of the necessary notices of public budget hearing, and of said registration, as required by law, in the **Mineola American and Williston Times**.
- (c) The polls on the date of the Annual Election will be open for the period from 6:00 a.m. to 9:00 p.m., both inclusive.
- (d) The polls for voting purposes at these locations will be designated as (1) Jackson Avenue School; and (2) Meadow Drive School.
- (e) Each of the Inspectors of Election and Registrars designated by the Board of Education serve for such Annual Election and be compensated in the sum of **\$10.00** per hour for their services.

- (f) The President of the Board of Education will be designated as Chairperson, calling the election to order.
- (g) The form and content of the notice of the Public Budget Hearing and of the registration of voters and the annual election including the dates, times and places thereof as set forth in such notices, all as prepared by the District Clerk and annexed hereto, be approved.
- (h) Dr. Nagler and Mrs. Paggi are designated as Poll Clerks to canvass "affidavit ballots" to meet at the Superintendent's Office on **Wednesday, May 18, 2016**, at 3:00 p.m. for such purpose.
- (i) The Budget Hearing will take place on **Thursday, May 5, 2016** at 7:00 p.m., at the Willis Avenue School, with regard to the special meeting.
- (j) A special evening registration of voters shall take place on **Tuesday, May 3, 2016**, from 4:00 p.m. to 8:00 p.m. at the Willis Avenue School, located at 121 Jackson Avenue, Mineola, NY 11501.

Motion: _____
Second: _____

Yes:	No:
_____	_____
_____	_____
_____	_____
_____	_____

Passed: _____

Approval of the Building Condition Survey

RESOLUTION # 56 - BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby accepts the 2015 Building Condition Survey (BCS) completed by Mark Design Studios Architecture, PC and hereby instructs MDS to file the survey with the NYSED.

Motion: _____
Second: _____

Yes:	No:
_____	_____
_____	_____
_____	_____
_____	_____

Passed: _____

J. Consensus Agenda

RESOLUTION # 57- BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.5.c.1., as presented.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

1. **Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the January 21, 2016 Business Meeting as presented.

2. **Instruction**

a. Resignation(s)

- 1. That the Board of Education accepts the resignation of Jessica I. Hirsh, Teacher, effective June 30, 2016.

b. Leave(s) of Absence/Child Rearing

- 1. That the Board of Education grants a request to Nancy Rojas, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately April 5, 2016.
- 2. That the Board of Education grants a request to Morgan Mercaldi, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately March 9, 2016.
- 3. That the Board of Education grants a request to Danielle Carretta, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately May 24, 2016.

c. Appointments Instruction

- 1. That the Board of Education approves the appointment of Erica Perez-Flowers, to the position of part time hourly paid Speech Teacher, paid at an hourly rate of \$55.32, effective October 28, 2015 to June 30, 2016.

d. Appointments 45 Day Subs

- 1. That the Board of Education approves the appointment of Kevin Shue, to the position of 45 Day Substitute Teacher for Kristin Frazer , effective 02/08/2016 to on or before June 30, 2016; Salary: Days 1-20, \$100.00, Days 21-39 \$110.00, Days 40-45 \$120, Day 46 MA, Step1, \$68,282.

e. Appointment(S) Perm Sub

1. That the Board of Education approves the appointment of Samantha Stavish, to the position of Permanent Substitute Teacher at a daily rate of \$100.00, effective February 22, 2016 to May 31, 2016.

f. Appointment(s) Coaches

That the Board of Education approves the appointment of the following coaches for the current school year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
Boys Varsity Baseball	Helmut Bohringer	3	\$8,374
Varsity Baseball Asst	Robert Trenkle	2	\$4,889
Baseball- JV	Christopher M. Schacca	3	\$5,799
7th grade Baseball	Jason Sauter	3	\$5,460
8th grade Baseball	Michael A. Tavernite	3	\$5,460
Lacrosse- Varsity Boys	Glenn M. Cocoman	3	\$8,366
Lacrosse- Varsity Asst Boys	Matthew Antoniou	3	\$5,691
Boys JV Lacrosse Asst	Thomas J. Oswald	3	\$5,364
7/8 Grade Boys Lacrosse	Mark Miller	3	\$5,442
7/8 Grade Boys Lacrosse Asst	Joseph P. Cerulli	3	\$4,788
Track-Spring Boys Varsity	John E. Fretz	3	\$7,848
Track-Spring Girls Varsity	Thomas J. Leninger	3	\$7,848
Spring Track-Assistant	Kevin A. Murphy	3	\$5,337
Softball- Varsity	Anthony Tramonte	3	\$8,366
Varsity Softball Asst	Caitlin T. Orlando	3	\$5,688
JV Softball	Hilary Hunter	3	\$5,799
7th Grade Softball	Peter C. Linderman	3	\$5,075
8th Grade Softball	Vanessa Casper	3	\$5,075
Girls Varsity Lacrosse	Frank J. Massaro	3	\$8,366
Girls Varsity Lacrosse Asst	Daniel Guido	3	\$5,691
Girls JV Lacrosse	Samantha Stavish	1	\$4,605
7th Grade Girls Lacrosse	Katherine P. Bennett	3	\$5,442
8th Grade Girls Lacrosse	Elizabeth R. Reilly	3	\$5,442
Athletic Trainer	Kevin M. LaPlatney		\$38.43 per hour
Lacrosse-Junior Varsity	Jamie McAndrew	1	\$4,605.00

g. Appointment(s) Club/Stipends

That the Board of Education approves the following Club/stipend recommendations for the current school year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
Robotics	Vincent J. Interrante	\$909.00 (amend stipend from 10/1/15)
Robotics	Melissa Fusco	\$909.00 (amend stipend from 10/1/15)

3. **Instruction: Contracted**

a. That the Board of Education approves an agreement between the Mineola UFSD and Linda Annapolen, consultant to perform Instructional Coaching with teachers in Foundations and Professional Development workshops for the 2015- 2016 school year.

b. That the Board of Education approves the Special Education Services contracts for Parentally-Placed Students between the Mineola UFSD and the NYC Department of Education for the 2014-2015 school year.

c. That the Board of Education approves the Special Education Services contracts for Parentally-Placed Students between the Mineola UFSD and the Roslyn UFSD for the 2014- 2015 school year.

4. **Civil Service**

a. **Appointments**

1. That the Board of Education approve the appointment of Sheri Ragolia, to the position of .5 Nurse to replace Ursula Stahl, effective January 25, 2016. Salary is \$22,765 on Step 1.
2. That the Board of Education approve the appointment of William Gilberg, Assistant Supervisor of Transportation, to Supervisor of Transportation, effective February 1, 2016. Salary is \$110,000, pro-rated.
3. That the Board of Education approve the appointment of Renee Aufiero, to the position of 11 month Typist Clerk in Buildings & Grounds, to replace Elaine Cook, effective March 1, 2016. Salary will be \$39,323 on Step 2; probation is 26 weeks.
4. That the Board of Education approve the appointment of Christopher Howard, to the position of Bus Driver/ Mechanic, to replace Matthew Bielawa who retired, effective February 16, 2016. Salary will be \$48,511 on Step 4; probation 26 weeks.
5. That the Board of Education approve the appointment of Olga Santoli, part time Bus Aide, to the position of full time Bus Attendant to replace Daisy Aviles who retired, effective February 1, 2016. Salary is \$23,278 on Step 2; probation is 26 weeks.
6. That the Board of Education approve the appointment of Janine Miller, to the position of part time, One to One Teacher Aide at the Middle School, effective February 22, 2016. Salary will be \$13.95 per hour.
7. That the Board of Education approve the appointment of Anney Johnson, to the position of Substitute Nurse, effective February 1, 2016. Salary is \$125 per day.
8. That the Board of Education approve the appointment of Jolly Itty, to the position of Substitute Nurse, effective February 22, 2016. Salary is \$125 per day.
9. That the Board of Education approve the appointment of Robin Stephens-Roach, to the positions of Clerical and Teacher Aide Substitute, effective February 22, 2016. Salary of the Teacher Aide Sub is \$13.95 per hour and Clerical is \$15.00 per hour.

b. **Leave(s) of Absence**

1. That the Board of Education grant a request to Esmirna Pena, part time Greeter at Hampton Street School, for a Leave of Absence, due to a family emergency, effective February 1, 2016 through April 22, 2016.

c. **Leave(s) of Absence**

1. That the Board of Education approve a paid Medical Leave of Absence to Linda Spagnola, 12 month Senior Stenographer in the Superintendent's Office, effective January 22, 2016, due to surgery. Return date is approximately 6 weeks.

5. **Business /Finance**

a. **Treasurer's Report**

1. That the Board of Education accepts the Treasurer's report for the period ending December 31, 2015 and directs that it be placed on file.

b. **Approval of Invoices and Payroll**

That the Board of Education accepts the Invoices and Payroll for the period ending January 31, 2016

A/P Warrant # 13	January 13, 2016	\$ 1,302,351.26
A/P Warrant # 14	January 27, 2016	\$ 1,251,190.85
January Wire Transfers		\$ 337,376.17

TOTAL EXPENSES \$ 2,890,918.28

PAYROLL # 13 & # 14

General	\$ 4,053,758.66
F Fund	\$ 47,535.38

TOTAL PAYROLL \$4,101,294.04

c. **Budget Appropriation Adjustment**

1. That the Board of Education approves the transfer of funds, in the amount of \$45,000 from Budget code: 5510-502-00-7999 to Budget code: 5540-401-10-9299 to cover the cost of two additional out of district bus routes per PPS agreement.

K. Superintendent's Report

Superintendent of Schools' Reports for 2/11/16

Presentations:

1. Tax Cap Calculation

Superintendent Comments

L. Public Comments

M. Executive Session Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

N. Adjournment Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____