

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 – 2008-2009

- *Educational Expectations and Improvement*
- *School Quality*
- *Operations*
- *Fiscal Management/Stability*

DATE: June 23, 2009

LOCATION: Willis Avenue School

OPEN BUSINESS MEETING

7:00 p.m. 1st FLOOR CAFETERIA

Board of Education

Stephen Siwinski, President
Laraine Salvatore, Vice President
John McGrath
William Hornberger
Terence Hale

Central Office

Dr. Lorenzo Licopoli, Superintendent of Schools
Dr. Michael Nagler, Deputy Superintendent
Sherri Goffman, Asst. Supt. of Curr. & Inst.
John Waters, Asst. Supt. of Finance & Oper.
Janice Patterson, Director of Pupil Services
Donna Martillo, 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. **Old Business**
 - 1. **Policy – 2nd Reading & Adoption**

RESOLUTION #86 – **BE IT RESOLVED** that the Board of Education waives the 2nd formal reading of Policy #6645, Fixed Assets Accounting, due to its availability on the information table, and moves its adoption.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

2. Change Order(s)

That the Board of Education Takes from the Table Consensus Agenda Item I.4.3.a. (Change Orders) tabled at the May 21, 2009 Business Meeting and removed from the agenda of June 4, 2009 (Resolution #79) until further information was obtained.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

RESOLUTION #79 BE IT RESOLVED that the Board of Education approves the following Change Orders:

Change Order GC-01 RD Architectural -\$348.00 (Decrease to contract)

Change Order EC-06 &
Change Order EC-07 Eldor Contracting Corp. 2,875.00 (Increase to contract)

Change Order GC-04 &
Change Order GC-05 Rockmore Contracting Corp. 7,958.00 (Increase to contract)

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

H. New Business

1. NYSSBA Convention – October 15 – 17, 2009

RESOLUTION #87 – BE IT RESOLVED that the Board of Education approves the allocation of funds for two Board Members to attend the NYSSBA Annual Convention held in New York City from October 15 – 17, 2009.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

2. 2008-2009 Salary Adjustment for Administrative Assistant II

RESOLUTION #88 – BE IT RESOLVED that the Board of Education approves the 2008-2009 adjustment for Administrative Assistant II salaries as follows:

Lorene Dolan	\$75,617.00
Elizabeth Rainha-Freitas	72,446.00

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

3. 2009-2010 Confidential Clerical Work Agreements

RESOLUTION #89 – BE IT RESOLVED that the Board of Education approves the 2009-2010 Confidential Clerical Work Agreements, and salaries, as approved in the 2009-2010 Budget, effective July 1, 2009, as follows:

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>SALARY</u>
Elizabeth Rainha-Freitas	Adm. Asst. II	\$75,206.00
Lorene Dolan	Adm. Asst. II	78,460.00
Donna Martillo	Steno-Secretary	74,994.00
Donna Martillo	District Clerk	8,895.00
Virginia Schepis	Personnel Clerk	68,680.00
Linda Bohland	Sr. Stenographer	67,337.00

Motion: _____
Second: _____

Yes: _____ **No:** _____

Passed: _____

4. **2009-2010 Confidential Central Office Administrators**

RESOLUTION #90 – **BE IT RESOLVED** that the Board of Education approves the 2009-2010 Central Office Administrators Work Agreements and salaries, as approved in the 2009-2010 Budget, effective July 1, 2009, as follows:

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>SALARY</u>
Ms. Goffman*	Deputy Superintendent	\$185,000.00
Mr. Waters**	Asst. Supt. for Finance & Operations	166,421.00
Ms. Patterson*	Asst. Supt. for Pupil Services	168,000.00
Ms. Maureen Judge**	Asst. Business Administrator	103,931.00
Mr. Daniel Romano**	Director of School Facilities & Oper.	132,097.00
Ms. Sharon Macken	Chief Information Officer	93,000.00
Mr. William Gilberg	Supervisor of Transportation	74,121.00
Mr. Andrew Cavanaugh	Supervisor of Operations	85,023.00

*Previously approved at the October 16, 2008 Board of Education Business Meeting.

**Pending 2008-2009 Performance Review.

Motion: _____
Second: _____

Yes: _____ **No:** _____

Passed: _____

I. **Consensus Agenda**

1. **Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the May 7, 2009 (Budget Hearing/Workshop); May 19, 2009 (Annual Meeting); May 21, 2009 (Business) Meetings as presented.

2. **Instruction**

- a. Resignation(s)/Leave of Absence(s)

1. That the Board of Education accepts the resignation of Anthony Stelmach, Middle School Music Teacher, effective June 30, 2009.
2. That the Board of Education accepts the resignation of William Puccio, High School Science Teacher, effective June 30, 2009.

b. Appointments

1. That the Board of Education approves the appointment of Sharon Macken to the newly created position of Chief Information Officer, effective July 1, 2009; probationary period July 1, 2009 to June 30, 2012; salary \$93,000.00.
2. That the Board of Education approves the appointment of Kathleen Mullen, to the position of Leave Replacement guidance Counselor for Elizabeth Turner starting approximately September 17, 2009 to on or before June 30, 2010; salary, MA, Step 1, \$65,318.00.
3. That the Board of Education approves the addition of the following individuals to the Per Diem Substitute Teacher list at a daily rate of pay in the amount of \$90.00:

Catherine Kusterbeck	Biology 7-12
Rosalba LoCurto	Nursery – Grade 6
Zachary Wolf	Mathematics 7-12
Madeline Leno	Mathematics 7-12
Suse Mendes	Childhood Education (Grades 1-6)
Meredith Helfenbein	Childhood Education (Grades 1-6)
Kristina Catalano	Childhood Education (Grades 1-6)
Meredith Coman	Childhood Education (Grades 1-6)
Kimberly Lemme	Childhood Education (Grades 1-6)
Lauren Merzbacher	Students With Disabilities (Birth – Grades 2)
	Early Childhood Education (Birth-Grades 2)
Katie Lishansky	ESL, English 7-12
Antonieta Cunha	Early Childhood Education (Birth-Grades 2)

4. That the Board of Education approves the following staff for Summer 2009 Band Camp:

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Matt Feinberg	Band Director	\$1,496.44
Ken Vignona	Ass't Band Director	\$ 997.91
Anthony DeMarino	Colorguard Director	\$ 997.91
Michael Maraia	Guard Instructor .5	\$ 332.06
TBD	EMT	\$ 664.13
Ken Frank	Percussion Instructor	\$ 664.13
TBD	Chaperone (AC)	\$ 766.90
TBD	Chaperone (AC)	\$ 766.90
Kris Nuzzi	Guard Instructor	\$ 664.13
Lisa Granath	Guard Instructor	\$ 664.13
Monica Bertoli	Guard Instructor .5	\$ 332.06
Frank Mauriello	Percussion Instructor	\$ 664.13
Ryan Barry	Drill Instructor	\$ 664.13
Mike Coppola	Drill Instructor	\$ 664.13

Anthony Nicaj	Chaperone	\$ 582.19
Chris Wallitsch	Chaperone	\$ 582.19
Ian Guarino	Wind Instructor	\$ 664.13
Audrey Rome	Wind Instructor	\$ 664.13
Chris Bonacorsa	Percussion Instructor	\$ 664.13

5. That the Board of Education approves the appointment of Lucy Portugal to the position of Substitute Teacher for Angelo Suarez, starting June 8, 2009 to June 30, 2009; salary \$100.00 per day.
6. That the Board of Education approves the following staff for the 2009 Summer Special Education Program:

<u>TEACHER</u>	<u>STEP</u>	<u>SALARY</u>
Diana Nick (Kohl)	3	11,761.00
Janine Berto	3	11,761.00
Ronnie Kleinman	3	11,761.00
Dawn MeEntee	3	11,761.00
Greg Greer	3	11,761.00
Dr. Manuel Romero	3	11,761.00
Steve Mitchell	3	11,761.00
Michael Robilotto	3	11,761.00
Andrew Smith	3	11,761.00
Brian Zorn	3	11,761.00
Meghan Nelson	3	11,761.00
Susan Brignati	3	11,761.00
Melissa Lofrese	3	11,761.00
Barbara Brenner	3	11,761.00
Monica Ramos	3	11,761.00
Alicia Cempa	3	11,761.00
Lauren Reif	3	part time TBD
Kathryn Haberman	3	11,761.00
Allison Maffettone	3	11,761.00
Tara Lynch (OT)	3	11,761.00
William Nomikos (OT)	2	10,880.00
Donna Hasan (Teacher/Nurse)	3	11,761.00
Mike Furey HS Special Ed	hourly rate	
Diane Rodocker Speech abilities	hourly rate	
Al Weidlein (Principal)	3	15,968.00

7. That the Board of Education approves Susana Soares, Teacher, replacing Angelo Suarez (previously approved on May 21, 2009) for the 2009 Summer Jump Start Program, funded through Title III; salary, Step 1, \$1,668.20.

c. Creation of New Position

1. That the Board of Education creates a new position, Chief Information Officer, for the Mineola Union Free School District, effective July 1, 2009; salary of \$93,000.00 has been approved in the 2009-2010 Budget.
2. That the Board of Education creates a new full time (1.0) Special Education Teaching position, for the Mineola Union Free School District, effective September 1, 2009; salary and benefits to be paid out of a 2009-2010 Section 611 IDEA Grant.

2.1. Instruction: Committee on Special Education Actions

a. 2009-2010 Parent Members and Chairpersons for CSE/CPSE & 504 Members

1. That the Board of Education approves the following list of parent members and Chairpersons for Committees on Special Education and Subcommittees on Special Education and 504 meetings for the 2009-2010 school year:

I. Committee on Pre-School Special Education

- Chairperson(s) Ms. Vanessa Franklin, Psychologist
Janice Patterson, Director of Pupil Services
Christina Verdi, Speech Teacher (Alternate Chair)

- Child's Parent
- Evaluator or Person Qualified to Interpret Evaluations
- Professional Appointed by the Nassau County Department of Mental Health
- Child's Special Ed Teacher
- General Education Teacher if the child is participating in the General Education Program
- Parent Members

Ann Albano	Fedra Haldane
Jackie Beasley	Laura Hefele
Erin Bertuccio	Louis Llanes
Mary Claire Cardinal	Virginia Llanes
Susan Chin	Nicole Park
Ann Marie Christy	Rosemary Randazzo
Eileen Conboy	Robin Roach
Luz Durso	Antoinette Salierno
Chester Easton	Roberta Schreib
Dorothy Easton	Max Toth
Laura Francis	Elizabeth Wellbrock
Bridget Gasiewski	Hubert Connolly
Ruth Gorski	Kelly Melore
Paul Rosen	

II. District Committee on Special Education

- Chairperson/Administrator: Janice R. Patterson, Director of Pupil Services; or
Mrs. Bridget Kehn, Psychologist
- Child's Parent
- Evaluator or Person Qualified to Interpret Evaluations
- Child's Special Education Teacher
- General Education Teacher if the child is participating in the General Education Program
- School Psychologists
Dr. Sonia Azevedo
Dr. Robert Drago
Dr. Manuel Romero
Ms. Vanessa Franklin
Dr. Patricio Romero

- Parent Members
Ann Albano Fedra Haldane
Jackie Beasley Laura Hefele
Erin Bertuccio Louis Llanes

Mary Claire Cardinal	Virginia Llanes
Susan Chin	Kelly Melore
Ann Marie Christy	Nicole Park
Eileen Conboy	Rosemary Randazzo
Robin Roach	Ruth Gorski
Luz Durso	Paul Rosen
Chester Easton	Antoinette Salierno
Dorothy Easton	Roberta Schreib
Laura Francis	Max Toth
Bridget Gasiewski	Elizabeth Wellbrock
Ruth Gorski	

- School Physician Dr. Ronald Marino

III. Committee on Special Education Sub-Committees

- Chairperson
- Child’s Parent
- Evaluator or Person Qualified to Interpret Evaluations
- Child’s Special Education Teacher
- General Education Teacher if the child is participating in the General Education Program
- Janice Patterson and Bridget Kehn may chair all Subcommittees, as needed
- Cross Street Chairpersons: Dr. Robert Drago, Psychologist; or Mrs. Devra Small, Principal
- Hampton Street Chairpersons: Dr. Manuel Romero, Psychologist; or Dr. Suecaryl Fleischmann, Principal
- Jackson Avenue Chairpersons: Dr. Manuel Romero, Psychologist; or Mr. Matthew Gaven, Principal
- Middle School Chairpersons: Mr. Whittney Smith, Asst. Principal; or Dr. Sonia Azevedo, Psychologist
- High School Chairpersons: Mr. Larry Puccio, Asst. Principal; or Dr. Patricio Romero, Psychologist
- Willis Avenue: Chairpersons: Ms. Vanessa Franklin, Psychologist; or Mrs. Deborah Shaw, Principal; or Mrs. Christina Verdi, Speech Teacher

IV. Surrogate Parents:

- Louis Llanes
- Kelly Melore

V. Impartial Hearing Officers:

- The list of Impartial Hearing Officers as maintained on the NYSED Impartial Hearing Officers Reporting System Website.

2. That the Board of Education approves the appointment of the following Chairpersons of the Mineola School District’s Section 504 Review Teams for the 2009-2010 school year:

504 Chairpersons:

District-wide:

Ms. Janice R. Patterson, Director of Pupil Services
Mrs. Bridget Kehn, Psychologist

Cross Street:

Dr. Robert Drago, Psychologist, or Mrs. Devra Small, Principal

Hampton Street:

Dr. Manuel Romero; or Dr. SueCaryl Fleischmann, Principal

Jackson Avenue:

Dr. Manuel Romero, Psychologist, or Mr. Matthew Gaven, Principal

Meadow Drive:

Dr. Robert Drago, Psychologist, or Mrs. Patricia Molloy, Principal

Middle School:

Mr. Whittney Smith; Assistant Principal, or Dr. Sonia Azevedo, Psychologist

High School

Mr. Larry Puccio, Assistant Principal, or Dr. Patricio Romero, Psychologist

Willis Avenue:

Ms. Vanessa Franklin, Psychologist, or Mrs. Deborah Shaw, Principal

- b. That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from April 1, 2009 to May 8, 2009 as set forth in Confidential Attachment "A".

2.2. Instruction: Contracted Instructional Services

- a. That the Board of Education approves a contract between the Mineola Union Free School District and Abilities, Inc. for the 2009-2010 school year; to provide services as pre-vocational skill development, job coaching, transition services, GED services, etc. Students receiving services from Abilities are recommended to do so by the Committee on Special Education.

2.3. Instruction: Student Actions

- a. BOCES On-line Regents Review
 - 1. That the Board of Education approves allowing Mineola students to participate in BOCES on-line regents review classes at no cost to the district.
- b. Field Trip
 - 1. That the Board of Education approves a field trip to Italy, for the junior/senior Italian students, February 12-21, 2010 at no cost to the district. The students will not miss any school.
 - 2. That the Board of Education approves a field trip to Washington D.C. for the 8th grade class, October 15-16, 2009 at no cost to the school district.

2.4. Instruction: Other

3. Civil Service

a. Resignations

1. That the Board of Education accepts the resignation of Melissa Dadich, part time Teacher Aide, effective June 30, 2009.

b. Appointments

1. That the Board of Education approves the following custodial summer appointments, effective July 1, 2009; salary will be \$8.00 per hour:

Willis Avenue

John Clancy
Joe Lahey

Cross Street

Thomas Bayne
Paul Chung

Hampton Street

Sean Gonzalez
Rocco Redmond

Jackson Avenue

Terry Mooney
Robert Sallie

Meadow Drive

Jonathan Dias
Nicole Reardon

Middle School

Nicholas Fabiano
Kayla Farrell
Tierney Farrell
Mary Phelan

High School

Frank Aiello
Peter Aiello
Tyler Cashin
Michael Escobar
Peter Granath

Grounds

Matt Manteria

Maintenance

Bill Gerstner
Paul Krumholz
Robert Port

2. That the Board of Education approves the following summer employees for the Summer Special Education Program, effective July 1, 2009 through August 11, 2009:

Teacher Aides: (Salaries are according to 2008/2009 Teacher Aide Contract)

	HOURLY RATE
	<u>OF PAY</u>
Jacqueline Teemsma	\$23.86
Susan Camarda	32.98
Lynn Clifford	26.25
Mrie Sallie	26.55
Dolores Levy	22.20
Annette Karlewicz	28.59
Sara Bond	28.59
Barbara Miller	23.03
Marlene Mills	23.03
Marianne Wachter	17.57
Gladys Cuzco	23.03
Marilyn Pisano	23.03
Donna LaRose	24.43
Rosina Sarno	18.51
Kathy Polumbo	18.05

Teachers-in-Training:

Michele Guido	9.00
Trisha Hahn	9.00
Lauren Napolitano	8.75
Elizabeth Campbell	8.75
Sarah Mooney	8.75
Sarah Boland	9.00
Jennifer Vlavianos	8.50
Giovanna Zito	8.50
Christina Garafalo	8.50

Clerical: (Salary in accordance with the 2009-2010 Clerical Contract)

Regina McWeeney	\$43.92
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3. That the Board of Education approves Andrew Kaletsky as the Summer Worker at a salary of \$8.00 per hour, for the Summer Textbook position at Willis Avenue School, effective June 15, 2009.
4. That the Board of Education approve the appointments of the following Bus Attendants for Summer Programs, effective July 1, 2009; salary in accordance with 2008-09 Teacher Aide Schedule:

Daisy Aviles	\$33.97
Donna Buckley	32.02
Kathy Diskin	27.27
Frances Lapoff	27.27
Michele Krumholz	27.27
Jenny Klein	22.21
Rhonda Kaletsky	17.14
Dolores Delape	15.61
Melissa Fusco	11.13
Theresa Morra	11.13
Pat Licari	11.13
Michele Sciroppo	36.04

5. That the Board of Education approves the appointment of Diane Doherty to the position of part time Typist Clerk in Pupil Services, effective July 1, 2009; salary, Step 1, \$21.03 per hour.

c. **Reassignment**

1. That the Board of Education approves reassignments for the following clerical employees:

Loretta Helmich	From Confidential Stenographic Secretary in the Business Office to Stenographic Secretary at the Middle School.
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4. **Business/Finance**

a. **Treasurer's Report**

1. That the Board of Education accepts the Treasurer's Report for the period ending April 30, 2009 and directed that it be placed on file.

b. Approval of Invoices and Payroll

1. That the Board of Education approves the Invoices and Payroll for the period ending May 31, 2009.

Warrant #21	\$1,706,333.41
Warrant #22	\$ 329,404.82
TOTAL EXPENSES	\$2,035,738.23

PAYROLL #21 & #22

General	\$4,024,647.59
Fund F	\$ 67,123.43
TOTAL PAYROLL	\$4,091,771.02

c. Fund Balance

1. That the Board of Education approves the use of Unappropriated Fund Balance, an amount not to exceed \$1.2 million; the proceeds of which are to be used to pay down the \$7,534,864.00 Bond Anticipation Note ("BAN") as of June 30, 2009.

4.1. Business/Finance: Contract Approvals

4.2. Business/Finance: Bids

- a. That the Board of Education approves the participation of the Mineola Union Free School District in the following BOCES Cooperative Bid at an aidable fee of \$350.00:

- 07/08-062X Carpeting and Installation ext. #1

- b. That the Board of Education approves the participation of the Mineola Union Free School District in the following various Cooperative Bids for the 2009-2010 school year:

- Tree Maintenance 09/10 Manhasset Cooperative Bid
- Catalog Signs Purchasing 09/10 North Merrick Cooperative Bid
- Fence Bid, Site Work, Boiler/Burner, Power Sweeping 09/10 Elmont Cooperative Bid
- Elevator Maintenance Service 09/10 Floral Park/Bellerose Cooperative Bid
- Cafeteria/Kitchen Equipment Repair 09/10 East Meadow Cooperative Bid
- General Painting Repairs & Maintenance 09/10 Hewlett-Woodmere Cooperative Bid
- General Pump Repairs & Maintenance 09/10 Hewlett-Woodmere Cooperative Bid
- General Electrical Repairs & Maintenance 09/10 Hewlett-Woodmere Cooperative Bid
- Fuel Tank Alarm Repair/Replace 09/10 West Hempstead UFSD
- Ductless Air Conditioning, Plastic Bags, Plumbing Supplies, Green Products, Custodial Supplies, Lumber & Masonry 09/10 Rockville Centre UFSD

- c. That the Board of Education approves the recommendation of the Superintendent of Schools in awarding the Special Transportation Bid of

June 11, 2009 to the lowest responsible bidders meeting specifications for 10 months, as set forth in Attachment "B", as follows:

Jaco	\$ 3,860.00
First Student	\$ 5,870.00
Dell Transportation	\$ 6,630.00
Acme Bus Corp.	\$14,956.00

- d. That the Board of Education approves the recommendation of the Superintendent of Schools to award the Five-Year Bus Lease bid opened on June 12, 209 to the lowest responsible bidder meeting specifications, Sovereign Bank, as set forth in Attachment "C".

5. Other

RESOLUTION #91 – **BE IT RESOLVED THAT** the Board of Education approves Consensus Agenda items I.1.a. through I.4.2.d. as presented.

Motion: _____
Second: _____

Yes: _____ **No:** _____

Passed: _____

J. Public Comments

K. Board of Education Reports

- Comments from Board President
 - Board Committee Report
 - Superintendent of Schools' Reports & Comments
 - Superintendent Comments
 - Capital Updates
 - Table Reports
 - Finance and Operations Report
 - Monthly Financial Report
 - Building & Grounds Report
 - Building Usage
 - Vandalism
 - Work order status
 - Transportation Report
 - Special Reports
- *Public Questions - Board Committee Reports; Student Organization Report; Superintendent's Report; Table Reports (All Finance & Operation Functions); and Special Report

L. **Executive Session** Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Returned: _____

M. **Adjournment** Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____