

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.*

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**Board Goals – 2008-2009**

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

\*\*\*\*\*

**DATE: January 15, 2009**

**LOCATION: Willis Avenue School**

**OPEN BUSINESS MEETING**

**7:00 p.m. 1<sup>st</sup> 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. Superintendent of Schools 2007-2008 Evaluation**

**RESOLUTION #42** – **BE IT RESOLVED** that the Board of Education accepts the Evaluation of the Superintendent of Schools for the 2007-2008 school year.

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

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

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

**2. Merit Raise for the Superintendent of Schools**

**RESOLUTION #43 – BE IT RESOLVED** that the Board of Education approves the merit raise for the 2008-2009 school year as follows:

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

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

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

**3. Superintendent of Schools 2008-2009 Goals**

**RESOLUTION #44 – BE IT RESOLVED** that the Board of Education approves the Goals of the Superintendent of Schools for the 2008-2009 school year as follows:

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

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

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

**4. Take from the Table**

**RESOLUTION #45 – BE IT RESOLVED** that the Board of Education take from the table Resolution #40 (Counsel Legal fees).

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

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

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

**5. Public Officers Law 18**

**RESOLUTION #40 – PUBLIC OFFICERS LAW 18**

**WHEREAS**, Board Trustee Laraine Salvatore has requested that the Board of Education of the Mineola Union Free School District (“Board”) agree to provide for her defense, pursuant to section 18(3) of the Public Officers Law, in a pending defamation action commenced against her in Supreme Court, Nassau County;

**BE IT RESOLVED**, that based on the Board’s review and independent investigation of the complaint and the information available to it with respect to said defamation action, the Board of Education of the Mineola Union Free School District hereby approves the request to provide such defense and to reimburse Trustee Salvatore for reasonable legal fees and expenses incurred in the defense of said action.

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

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

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

**H. New Business**

**1. Presentation of High School Diploma**

**RESOLUTION #46 – BE IT RESOLVED** that the Board of Education grants a High School Diploma to Oracio Vaz in accordance to the regulation honoring WWII Veterans who left High School in order to serve and protect the United States of America.

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

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

**2. State of the District Report**

**RESOLUTION #47** – BE IT RESOLVED that the Board of Education accepts the Superintendent of Schools State of the District Report and Annual Report.

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

Yes: \_\_\_\_\_ No: \_\_\_\_\_  
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\_\_\_\_\_

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

**3. 2009-2010 Cost Reduction Scenarios**

**RESOLUTION #48** – BE IT RESOLVED that the Board of Education reviewed the cost reduction scenarios as request by the Board of Education.

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

Yes: \_\_\_\_\_ No: \_\_\_\_\_  
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\_\_\_\_\_  
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\_\_\_\_\_

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

**4. Participation in the Local Government Efficiency Grant**

**RESOLUTION #49** – BE IT RESOLVED that the Board of Education approves the following resolution for the participation of the Mineola Union Free School District in the Local Government Efficiency Grant along with BOCES of Nassau County and other school districts:

**RESOLUTION TO AUTHORIZE A JOINT APPLICATION FOR  
A LOCAL GOVERNMENT EFFICIENCY GRANT**

**WHEREAS**, Nassau County, the Board of Cooperative Educational Services (BOCES) of Nassau County, the \_\_\_\_\_ (name) \_\_\_\_\_ School District, and other school districts within the county desire to create and implement plans for consolidation of school district support services to improve operating efficiencies and save tax dollars, and to seek to implement such plans as may as having great potential for saving tax dollars, and

**WHEREAS**, it is understood that, notwithstanding the approval of this resolution in support of a grant application, the participation of any school district in any portion of this effort to consolidate support services will be strictly voluntary, and

**WHEREAS**, the \_\_\_\_\_ (name) \_\_\_\_\_ School District would like to join in submitting an application for a Twenty-First Century Demonstration Project Grant under the New York State Local Government Efficiency Grant Program.

**NOW, THEREFORE, BE IT RESOLVED** as follows that the Board of Education of the \_\_\_\_\_ (name) \_\_\_\_\_ School District ("the Board"):

1. Authorizes the lead applicant contact person to submit an application on behalf of the Board for financial assistance to the 2008-09 Local Government Efficiency Grant Program, and to execute all financial and administrative processes and instruments relating to the grant program.
2. Authorizes BOCES of Nassau County to act as the "Lead Applicant" for the grant application, and Tom Stokes, Deputy County Executive for Budget and Finance, to act as the "Lead Applicant Contact Person" on the grant application form.
3. Agrees to act as a "Co-Applicant" and hereby authorizes the Superintendent of Schools to execute all financial and administrative processes and instruments relating to the grant program. Other co-applicants will include Nassau County, Nassau BOCES and a majority of the school districts within Nassau County. A list of all participating school districts will be included in the grant application.
4. Joins in a grant application to be submitted for a Local Government Efficiency Grant award that would enable the applicant and co-applicants to identify and implement cooperative back office functions that allow school districts to save money while maintaining high quality educational programs. The project will provide for shared or consolidated back office functions in several areas, including information technology and telecommunications, cooperative purchasing, audit services, and non-public pupil transportation. The project name is the "Nassau School and Municipal Savings Initiative."
5. Agrees that the amount of the grant applied for shall not exceed \$1,000,000, with a maximum local match of up to \$111,111.
6. Understands that it is anticipated that the local match sum referenced in Item 5, above, will be funded via already-existing grant funds, and if such funds should for any reason not become available, the maximum local match to be requested from the Board, for participation in the grant activities, shall not exceed \$1000 and such sum shall not be due and payable unless the Board shall pass an enabling resolution.
7. Will work with the lead applicant and other co-applicants to prepare and execute any necessary intermunicipal agreements setting forth individual responsibilities related to Nassau School and Municipal Support Services Partnership.

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

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

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

**I. Consensus Agenda**

**1. Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the December 4, 2008 (Workshop); December 18, 2008 (Business); December 23, 2008 (Special) Meetings as presented.

**2. Instruction**

a. Resignations/Leave of Absence

- 1. That the Board of Education grants a request to Elizabeth Goldman for an extension to her unpaid leave of absence, for child-rearing purposes, effective January 9, 2009 to June 30, 2009.
- 2. That the Board of Education grants a request to Vanessa Franklin for a leave of absence, using accumulated sick days following a possible Family Medical Leave of Absence, for child-rearing purposes, effective approximately April 30, 2009 to on or before June 30, 2009.

b. Appointments

- 1. That the Board of Education approves the appointment of Daniel Guido as Equipment Manager for the 2008-2009 school year at a stipend of \$4,000 as per the MTA contract.
- 2. That the Board of Education approves the addition of the following individual to the Per Diem Substitute Teacher List at a daily rate of pay of \$90.00 for the 2008-2009 school year:

Stanley Kowalski      Physical Education, Pending Fingerprint  
Clearance

Tony Duffy              English 7-12

**2.1. Instruction: Committee on Special Education Actions**

- a. That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from December 1, 2008 to December 31, 2008 as set forth in Confidential Attachment "A".

**2.2. Instruction: Contracted Instructional Services**

**2.3. Instruction: Student Actions**

**2.4. Instruction: Other**

**3. Civil Service**

a. Resignations/Leave of Absence

- 1. That the Board of Education accepts the letter of resignation, for the purpose of retirement, with regret, of Carol Lally, Stenographer, effective March 30, 2009.

b. Appointments

- 1. That the Board of Education approves the addition of the following individuals to the support staff substitute list for the 2008-2009 school year:

Courtney Barry	Clerical Sub.	\$12.32 per hour
Catherine Morse	Clerical Sub.	\$12.32 per hour
Karen Winski	Nurse Sub.	\$90.00 per day

- 2. That the Board of Education approves the appointment of Concetta Ribeiro to the position of Greeter, effective January 20, 2009; salary, Step 1, \$10.00 per hour; probationary period 26 weeks.
- 3. That the Board of Education approves the appointment of Christine Flynn to the position of Teacher Aide, effective January 20, 2009; salary, Step 1, \$13.74 per hour; probationary period 26 weeks. This is a mandated position the IEP.

**4. Business/Finance**

a. Treasurer's Report

- 1. That the Board of Education accepts the Treasurer's Report for the period ending November 30, 2008 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 December 31, 2008.

Warrant #11	\$ 498,088.56
<b>TOTAL EXPENSES</b>	<b>\$ 498,088.56</b>

PAYROLL #11 & #12

General	\$3,946,517.50
Fund F	\$ 63,062.48
<b>TOTAL PAYROLL</b>	<b>\$4,009,579.98</b>

c. Budget Transfer

1. That the Board of Education approves the following budget transfers:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
9760.700.00.7399	2110.403.00.6830	\$19,500.00
9760.700.00.7399	2110.502.00.2330	\$ 7,000.00

**4.1. Business/Finance: Contract Approvals**

- a. That the Board of Education appoints Coughlin, Foundotos, Cullen & Danowski as Internal Auditors at a pro-rated annual fee of \$26,000.00.

**4.2. Business/Finance: Bids**

- a. That the Board of Education approves the participation of the Mineola Union Free School District in the East Meadow UFSD 08/09 Asphalt and Concrete Replacement and Repair bid for the 2008-2009 school year.

**4.3. Business/Finance: Change Orders**

- a. That the Board of Education approves Change Order EC-05 with Eldor Contracting for a decrease to their contract in the amount of (\$348.00).

**5. Other**

a. Annual Election and Budget Vote Resolution

1. That the Board of Education approves the Annual Election and Budget Vote Resolution scheduled for Tuesday, May 19, 2009 as follows:

RESOLVED that:

- (a) The District's Annual Election will be held on **Tuesday, May 19, 2009**.
- (b) The 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 19,**



**2009**, 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, Roslyn News 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) Cross Street Elementary School; (2) Hampton Street Elementary School; (3) Jackson Avenue Elementary School, and (4) Meadow Drive Elementary 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 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 Clerk and annexed hereto, be approved.
- (g) Dr. Licopoli and Mrs. Martillo be designated as Poll Clerks to canvass "affidavit ballots" to meet at the Superintendent's Office on **Wednesday, May 20, 2009**, at 3:00 p.m. for such purpose.
- (h) The Budget Hearing will take place on **Thursday, May 7, 2009** at 7:00 p.m., at the Willis Avenue School, with regard to the special meeting.
- (i) The date for registration of voters shall take place on **Tuesday, May 5, 2009**, from 4:00 p.m. to 8:00 p.m. at each of the following locations: (1) Cross Street Elementary School; (2) Hampton Street Elementary School; (3) Jackson Avenue Elementary School, and (4) Meadow Drive Elementary School.

**RESOLUTION #50** – **BE IT RESOLVED THAT** the Board of Education approves Consensus Agenda items I.1. through I.5.a. as presented.

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

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

**J. Public Comments**

**K. Board of Education Reports**

- Comments from Board President
- Board Committee Report
- Superintendent of Schools' Reports & Comments
  - Superintendent Comments
    - Educational Plan and Budget Status Report
- Table Reports
  - Finance and Operations Report
    - Monthly Financial Report
    - Building & Grounds Report
  - Capital Updates
    - 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:** \_\_\_\_\_

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

**Returned:** \_\_\_\_\_

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

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

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

**Yes:** \_\_\_\_\_

**No:** \_\_\_\_\_

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**Passed:**

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