

## 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 - 2021- 2022

#### **Educational**

- To develop strategic academic and SEL supports for virtual students as they reintegrate back to in-person learning
- To develop a new type of high school that leverages expertise in asynchronous learning, develops community connections, and provides an integrated curricular experience aligned with the CASEL competencies that will foster student agency and academic success by offering choice in content, method, and pacing
- To develop and implement Jackson 21 which revamps our academic and social emotional programs for students in grades 3-4 to intentionally develop non cognitive and cognitive skills with a focus on genius hour and passion projects
- To develop age appropriate student portfolios that allow students agency in showing who they are as a learner through the use of goal setting and reflective practices
- To establish the practice of book clubs as a complimentary instructional practice that offers students a choice in literature that reflects diverse perspectives and experiences.

#### **Facilities**

- Create a new 5-year Capital improvement plan that addresses the outstanding items in the new Building Condition Survey (BCS). Plan should also include building enhancements related to future programs.

#### **Finance**

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

**DATE: March 17, 2022**

**Willis Avenue School - 2nd floor**

**7:00 p.m.**

#### **Board of Education**

Dr. Margaret Ballantyne, President  
Patrick Talty, Vice President  
Cheryl Lampasona, Trustee  
Brian Widman, Trustee  
Stacey DeCillis, Trustee

#### **Central Office**

Dr. Michael Nagler, Superintendent of Schools  
Matthew Gaven, Deputy Superintendent  
Catherine Fishman, Asst. Supt. of Pupil Personnel Services  
Andrew Casale, Asst. to the Supt for Business & Operations  
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**
  - 1. Comments from Board Trustees**
  - 2. Comments from Board President**
  - 3. Comments from Superintendent**
- H. Old Business**
- I. New Business**

**Annual Election and Budget Vote - May 17, 2022**

**RESOLUTION #64** - **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, 2022:

- (a) The District's Annual Election will be held on **Tuesday, May 17, 2022**.
- (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, 2022**, 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 **\$15.00** 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 Ms. Spagnola are designated as Poll Clerks to canvass "affidavit ballots" to meet at the Superintendent's Office on **Wednesday, May 18, 2022**, at 3:00 p.m. for such purpose.
- (i) The Budget Hearing will take place on **Thursday, May 5, 2021** 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, 2022**, 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:

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

**Election of BOCES Candidates**

**RESOLUTION #65 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District cast one (1) vote for each of the three (3) following candidates listed below to fill the Board of Cooperative Educational Services of Nassau County (BOCES) for three (3), three (3) year terms commencing July 1, 2022.

1. Ronald Ellerbe \_\_\_\_\_

2. Fran Langsner \_\_\_\_\_  
253 Aspen Court  
Wantagh, NY 11793

3. Robert "B.A." Schoen \_\_\_\_\_  
969 Hayes Street  
Baldwin, NY 11510

Motion:

Second:

Yes:

No:

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



**CAPITAL RESERVE FUND**

**RESOLUTION #66**

**RESOLVED**, that the Board of Education of the Mineola Union Free School District be authorized to establish, pursuant to Education Law Section 3651, a Capital Reserve Fund to be known as the "Mineola 2022 Capital Reserve" in the ultimate amount of \$20,000,000 plus interest earnings thereon having a probable term of 12 years, for the purpose of purchasing land and/or buildings and for the purpose of improvements, repairs, reconstruction, and renovation of and additions to School District buildings, facilities, property, and athletic fields, including but not limited to electrical systems, roofs, windows, gutters, doors, masonry, building systems (e.g. fire alarms, PA sound systems, boilers, heating, ventilation, air conditioning, air handling systems, moisture deterrents, backflow preventers), plumbing systems, kitchens, health and safety measures (e.g. security cameras, vestibules, electronic access), site work, drainage and irrigation systems, turf, bleachers, parking lots, stairs, sidewalks, pathways, fencing, electronic locks, site lighting, and/or other needs identified in the School District's current Five-Year Building Conditions Survey or identified in a future Five-Year Building Conditions Survey undertaken during the term of this capital reserve fund, which capital reserve fund shall be funded through budgetary appropriations, appropriations of undesignated fund balance, transfers when warranted and properly authorized from other reserve funds, revenues not required by law to be paid into any other fund or account.

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

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

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No:

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

**RESOLUTION #67 - AGREEMENT TO COLLATERIZE DEPOSITS IN MANUFACTURERS AND TRADERS TRUST COMPANY**

**NOW, THEREFORE BE IT RESOLVED** by the Board of Education of Mineola Union Free School District authorizes Manufacturers and Traders Trust Company to be a depository bank of the School District and authorizes the Assistant to the Superintendent for Business and Operations, acting on behalf of the School District and with the advice of counsel, to negotiate, enter into, execute, and deliver a Third Party Custodian Agreement with Manufacturers and Traders Trust Company, as the Bank, and The Bank of New York Mellon, as the Custodian, to collateralize the School District's deposits in Manufacturers and Traders Trust Company in accordance with Board of Education Policy 5220 District Investments; and

**BE IT FURTHER RESOLVED** by the Board of Education of Mineola Union Free School District that the Assistant to the Superintendent for Business and Operations and the District Treasurer shall be authorized to deliver oral and written instructions to Manufacturers and Traders Trust Company and The Bank of New York Mellon with respect to Third Party Custodian Agreement, the deposits in Manufacturers and Traders Trust Company and the collateral for the deposits; and

**BE IT FURTHER RESOLVED** by the Board of Education of Mineola Union Free School District that Assistant to the Superintendent for Business and Operations is hereby further authorized to negotiate, enter into, execute, and deliver such other documents relating to the Third Party Custodian Agreement as he deems necessary and appropriate with the advice of counsel; and

**BE IT FURTHER RESOLVED** by the Board of Education of Mineola Union Free School District that the Assistant to the Superintendent for Business and Operations is each hereby authorized to take any and all other actions necessary to implement and comply with the Third Party Custodian Agreement and all matters related thereto.

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

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

**J. CONSENSUS AGENDA**

**RESOLUTION #68** - BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a.1. through J.3.c.1., as presented.

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

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

Yes:

No:

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

1. **Instruction**

a. **Instruction: Contracted**

- 1. That the Board of Education approves the IDEA Flow-Through Allocation Contracts between the Woods Services and the Mineola UFSD for the 2021-2022 school year.

b. **Instruction: Other**



1. **Anticipated 2022 ESY Professional Staff**

**Location:** Extended School Year (ESY)  
Jackson Avenue School

**Dates:** 7/4/2022 to 8/12/2022 (closed 7/4 Holiday)  
Full Day = 8:00 am to 2:00 pm (6 hours)  
Half Day = 8:00 am to 11:30 am (3.5 hours)

- 3 Special Education teachers (6 hours)
  - o Elementary
  - o With ABA experience
- 2 Special Education teacher (6 hours)
  - o Middle School & High School
  - o With ABA experience
- 1 Regular Education teacher (Home & Careers) (6 hours)
- 4 Special Education teachers (3 hours)
  - o With LLI, Foundations, EdMark, and/or SOAR experience
- 1 Nurse (6 hours)
- 1 Sub Nurse (as needed)
- 1 School Psychologist (6 hours)
- 1 Hourly Psychologist
- 3 Speech and Language teachers (5.5 hours)
- 2 Occupational Therapists (5.5 hours)

2. **CIVIL SERVICE**

a. **Appointment(s)**

1. That the Board of Education approves the appointment of Katya Garcia, to the position of Substitute Cleaner for the District, effective February 28, 2022 with a salary on Step 1 of \$15.00/hr.
2. That the Board of Education approves the appointment of Jamez Snow, to the position of Substitute Cleaner for the district, effective February 28, 2022 with a salary on Step 1 of \$15.00/hr.
3. That the Board of Education approves the appointment of Luis Lopez, to the position of Maintainer for the District, effective March 8, 2022 with a salary on Step 5 of \$54,028.00.
4. That the Board of Education approves the appointment of Hector Ochoa Cueva, to the position of Cleaner for the District, effective March, 7, 2022 with a salary on Step 1 of \$43,142.00.
5. That the Board of Education approves the appointment of Sulaiman Wardak, to the position of Substitute Cleaner for the District, effective March 14, 2022 with a salary on Step 1 of \$15.00/hr.



6. That the Board of Education approves the appointment of Carlos Lucero Farez, to the position of Cleaner at the High School, effective 01/31/2022 March 15, 2022 with a salary on Step 1 of \$43,142.00.
  7. That the Board of Education approves the appointment of Joann Sousa, to the position of Typist Clerk at the Middle School, effective March 21, 2022 with a salary on Step 1 of \$40,315.00.
- b. **Leave of Absence - Paid Medical**
1. That the Board of Education approves a paid Medical Leave of Absence to Doris Fortino, Steno-Secretary at the High School, starting March 29, 2022. She will return when cleared by Doctor.
- c. **Leave of Absence - Unpaid Medical**
1. That the Board of Education grants a request to Cary Rachell, Bus Driver for the District, for an unpaid Medical Leave of Absence, effective March 7, 2022.
- d. **Civil Service - Other**
1. **Anticipated 2022 ESY Civil Service Classifications:**  
  
**Title:** TEACHER-IN-TRAINING (10)  
TEACHER AIDES (15)  
CLERICAL - 3 hours (1)  
GREETER - 6 hours (1)  
  
**Location:** Extended School Year (ESY) - Jackson Avenue School  
  
**Hours:** Monday - Friday; July 4, 2022 - August 12, 2022 (Closed 7/4 Holiday)  
F/T; 8:00 am - 2:00 pm & P/T; 8:00 am - 11:30 am  
  
**Rate of Pay:** \$15.00 per Hour (Teachers-in-Training)  
Hourly contract rate (Teacher Aides)  
Hourly contract rate (Clerical)  
\$15.00 per Hour (Greeter)
3. **BUSINESS / FINANCE**
- a. **Approval of Invoices and Payroll**

1. That the Board of Education accepts the Invoices and Payroll for the period ending February 28, 2022.

**Invoices**

A/P Warrant #19	Feb 2, 2022	\$515,284.74
A/P Warrant #20	Feb 16, 2022	\$2,131,125.71
A/P Warrant #21	Feb 16, 2022	\$144,928.90
<b>TOTAL EXPENSES</b>		<b>\$2,791,339.35</b>

**Payroll #15 (Feb 15, 2022), #16 (Feb 15, 2022) & #17 (Feb 28, 2022)**

General	\$4,457,939.60
Federal Fund	\$61,945.29
<b>TOTAL PAYROLL</b>	<b>\$4,519,884.89</b>

- b. **Internal Claims Audit Report**

1. That the Board of Education approves the Internal Claims Audit Report for February 1, 2022 through February 28, 2022.

- c. **Business/Finance - Contract Approvals**

1. That the Board of Education approves the Educational Agreement between the Mineola UFSD and Long Island University from February 12, 2022 to May 7, 2022.

K. Superintendent's Report

Superintendent of Schools' Reports

Presentations:

- 1. K-7 Writing Update
- 2. Budget Presentation

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