

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

Workshop Meeting Minutes

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 - 2013-2014

Educational

- To continue to integrate the Common Core standards with an emphasis on new grade level assessments which measure student progress in specific standards
- Develop and implement a plan to encourage HS students to challenge AP and/ or College level coursework with the goal of every student gaining this experience before they graduate
- Develop a system to assess the District's Strategic Objectives and report on progress toward those objectives
- Explore the feasibility of 5 day Pre-K for all students

Facilities

- Explore the feasibility of green technologies as part of the projects associated with our Capital reserve expenditures
- Implement and maintain a comprehensive security plan

Finance

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

DATE: January 16, 2014

LOCATION: Willis Ave. School

OPEN WORK SESSION 7:00 p.m. 2nd Floor Board Room

Board of Education

Arthur Barnett, President
Christine Napolitano, Vice President
Patricia Navarra, Trustee
Nicole Matzer, Trustee
William Hornberger, Trustee

Central Office

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

- A. Call to Order - 7:05pm**
- B. Pledge of Allegiance**
- C. Reading of Mission- Nicole Matzer**
- D. Moment of Silent Meditation**

E. Dais & Visitor Introductions

F. High School Student Organization Report

There was no SO report this evening.

G. BOE Reports

a. Comments from Board Trustees

Ms. Matzer visited the Art Show at the Mineola Library and stated that it was nice to see the talents of our students. Tomorrow night, she will be attending the All County performances of the 7th and 8th graders at the Tilles Center and looks forward to listening to our students.

Ms. Navarra is wishing for a productive 2014. Ms. Napolitano reiterated Ms. Navarra's remarks.

b. Comments from Board President

Mr. Barnett stated that he wished to correct his statement at the last BOE meeting; he mistakenly thanked Mr. Waters for keeping the District in the "red". Mr. Barnett acknowledged that there will be eight retirements this summer and he congratulated these individuals and wishes them a long, prosperous retirement. Finally, Mr. Barnett stated that we are now entering the budget season and feels that the District looks to be in good shape.

c. Comments from Superintendent

The Superintendent stated that there will be discussions about the budget at the next few meetings. We will be discussing the cap at the next meeting which will actually be less than the 2% (probably closer to 1.6%) and the calculations will be explained as well. Dr. Nagler stated that he and Mr. Waters feel confident that the District will be able to keep all current programming as well as add some additional pieces.

The proposed 2014- 2015 school calendar will be presented at the meeting on 1/30/14. The Superintendent stated that students will begin classes after Labor Day. The calendar is dictated by the Regents schedule. Dr. Nagler warned everyone again that there will be problems in the 2015- 2016 calendar.

It was reported that letters were sent to parents of Meadow Drive students in grades Pre-K- 1st, in order to determine the interest in a Dual Language program similar to the language immersion program at Hampton Street School. Dr. Nagler stated that there appears to be enough interest amongst the Pre-K parents (for Spanish). The retirees this year will give the District some leeway to hire staffing. We are still determining the interest of the kindergarten parents.

The Architects have submitted all of the applications for the capital projects to SED and are awaiting project

numbers. Once the project numbers are received drawings and plans will be submitted. The Superintendent reminded everyone that there is a wait time of approximately 18-20 weeks for approval from the State; therefore, it will be a long time before any work begins. Mr. Hornberger asked, once approved which projects will be completed first. It is anticipated that the window and brick projects will be approved first. Dr. Nagler stated that there will be a lead time for manufacturing windows, so he anticipates that the window project will be completed at night. It is hoped that some of the brick pointing will be done during the warm weather. The Superintendent also reported that next Friday, the bids will open for the fuel tank project and the Jackson Avenue cafeteria. There was a walk through today for these projects. The Superintendent stated that plan is to get the tank in the ground and the fencing up before the start of baseball season.

The Superintendent stated that all security measures are pretty much operational. The card access system is working however; there were a few issues with some staff members access. This issue is being worked on. The Command Center, located next to the Superintendent's office is fully operational and he is checking it daily. Dr. Nagler stated that he did test the card access system and when he checked the cameras had captured the image of him entering the building and this was all logged appropriately. The door ajar system will be in place at the high school starting tomorrow and the guard will be notified of doors which are opened throughout the building. All security measures appear to be working well.

H. Old Business

Mr. Barnett asked the Board if there was any old business. Mr. Hornberger asked for an update of the Meadow Drive Library project. Dr. Nagler stated that there are two outstanding pieces: one cosmetic and one is operational (dimmable lights- which were installed incorrectly). The District will be issued a credit and then will close out with Webb Contracting. It was stated that when comparing the Meadow Drive project to the one at Hampton Street; it took a longer period of time and also caused more headaches to the District. Mr. Hornberger inquired about the start date for work to begin in the Middle School auditorium for which a donation was received. The Superintendent stated that the work has begun and the speakers and sound system will be in place in time for the Middle School play. Dr. Nagler again thanked the DeLuca's for their very generous donation. Mr. Hornberger asked Mr. Waters if a date had been set for the financial committee to meet. Mr. Waters stated that the external auditor has rescheduled to present to the Board on January 30th, but a date still needs to be set to meet with the financial committee.

Ms. Navarra stated that she would like to just acknowledge Mr. Barnett and Dr. Nagler for taking a Sunday to painting the floor for the Winter Guard and this was truly appreciated.

Ms. Napolitano inquired if anything has been done to correct the sun-glare problem at the Hampton Street library. Dr. Nagler reported that tinting was put on some of the windows today at Hampton in order to determine if this will correct the problem. If this is a successful solution, the Superintendent will make the recommendation to the Board for the whole east side to be tinted and the process would also be replicated at Meadow Drive which has the same issue. If this does not help, then shades would be needed.

Mr. Barnett stated that there will be a Policy Review Meeting next Thursday, January 23rd at 7:00pm in the 2nd floor Board Room at Willis Avenue. This meeting will be open to the public.

I. New Business

RESOLUTION # 34 -BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby approves an employee contract with the Superintendent of Schools dated January 16, 2014 and authorizes the president of the Board of Education to execute the same on the behalf of the Board of Education.

Motion: Christine Napolitano

Second: Nicole Matzer

Discussion: The Superintendent presented the provisions included in this contract. Dr. Nagler stated that he is currently in the third year of a five year contract which runs through 2016. Currently, in his contract the Superintendent has the ability to buy back sick and vacation time, a provision which originated with the previous Superintendent's contract. The following are highlights from the new renegotiated contract: The Superintendent's salary will now be \$242,735(which is the Nassau County average for Superintendents in **2012**). This salary will be frozen for the next 5 years; the sick and vacation day buy back provision has been eliminated; reduce sick day to 10 per year and vacation days to 15 per year- which is a reduction of 12 each; and health in retirement 100% if the Superintendent stays until 6/30/16. The previous Superintendent's base salary in 2009 was \$257,670.

The Superintendent stated that he loves this job and does not wish to go elsewhere. He stated that he has been given offers from other Districts. Dr. Nagler stated that he wants to be fair and feels that this new contract is a fair compromise.

Mr. Hornberger stated that he feels that this contract is a benefit to the community. He stated that the contract is financially sound. Mr. Hornberger stated that in his opinion Dr. Nagler exemplifies the mission of Mineola and thanked him for all that he brings to the District. Mr. Hornberger stated that they do not always agree but the Superintendent is always willing to listen. Mr. Hornberger reminded the group that he did not vote for Dr. Nagler the first time; however he now feels that Dr. Nagler is the person to continue to push the District forward. He thanked the Superintendent for his service and stated he will be voting in favor of this contract.

Ms. Matzer stated that this contract truly benefits the community and is very glad that she has become a member of the Board. Ms. Matzer stated that Dr. Nagler always has the best interest of the District at heart. She stated that she will also be voting yes for this contract

Ms. Navarra stated that she always enjoys talking to Dr. Nagler about education. She feels that we are in a position to grow as a district and the possibilities are endless. Ms. Navarra stated that she too will be voting yes.

Ms. Napolitano stated that whether she is looking back or looking forward, Dr. Nagler is always a strong leader. She is grateful for his leadership and vision. Ms. Napolitano stated that she feels the taxpayers will be happy with this contract. She looks forward to our future and will also be voting yes tonight.

Mr. Barnett stated that Dr. Nagler will be taking less than average but is doing more than average. He has no issues with this new contract. Mr. Barnett stated that he will be voting yes.

Yes: William Hornberger
Nicole Matzer

No: None

Patricia Navarra
Christine Napolitano
Arthur Barnett

Passed: Yes

J. Consensus Agenda

RESOLUTION # 35 -BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.6.a., as presented.

Motion: Nicole Matzer

Second: William Hornberger

Discussion: The Superintendent acknowledged the retirements (teachers and High School secretary) and stated that it is truly with regret to see all of them going. He wishes them all well. Mr. Hornberger asked for clarification of item J.2.d and the Superintendent stated that Michael Amador had previously been approved for the Winter Guard Coach position but he is no longer here. This is to award the stipend to Ryan Tiscareno who will take over the position. There was no further discussion.

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett

No: None

Passed: Yes

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of the December 5, 2013 Workshop Meeting and the December 19, 2013 Business Meeting as presented.

2. Instruction

- a. Resignation(s)
 1. That the Board of Education accepts the resignation of Lisa Spyridon, Leave Replacement Teacher, for Surabhi John, Science Teacher, at Mineola High School, effective January 10, 2014.
- b. Appointment(S) Perm Sub
 1. That the Board of Education approves the appointment of Laura M. Doherty, to the position of Permanent Substitute Teacher, at Mineola High School, effective January 7, 2014 to May 31, 2014. Salary: \$100 per day

- c. Retirement(s) Instruction
 - 1. That the Board of Education accepts, with regret, the resignation of Constance L. Killian, for the purpose of retirement, effective June 30, 2014.
 - 2. That the Board of Education accepts, with regret, the resignation of Ronnie F. Kleinman, for the purpose of retirement, effective June 30, 2014.
 - 3. That the Board of Education accepts, with regret, the resignation of Barbara Paganini, for the purpose of retirement, effective June 30, 2014.
 - 4. That the Board of Education accepts, with regret, the resignation of Maria S. Santangelo, for the purpose of retirement, effective June 30, 2014.
 - 5. That the Board of Education accepts, with regret, the resignation of Matilde M. Wojis, for the purpose of retirement, effective June 30, 2014.
 - 6. That the Board of Education accepts, with regret, the resignation of Sandra M. Smith, for the purpose of retirement, effective June 30, 2014.
 - 7. That the Board of Education accepts, with regret, the resignation of Margaret M. McInnes, for the purpose of retirement, effective June 30, 2014.
 - 8. That the Board of Education accepts, with regret, the resignation of Carol Mila, for the purpose of retirement, effective June 30, 2014.

- d. 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>
Winter Guard Coach	Ryan Tiscareno(replacing Michael Amador previously approved 10/17/13)	\$980.00

- 3. **Instruction: Committee on Special Education**
 - 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 10/1/13- 10/31/13. Please be advised that all of the parents have received the student's IEP and a copy of their DUE process rights.
- 4. **Instruction: Contracted**
 - a. That the Board of Education approves the agreement between the Mineola UFSD and Fred Robert Bocchino, consultant from Heart of Change, to work with principals and teachers for the 2013- 2014 school year.
- 5. **Civil Service**
 - a. Resignation(s)
 - 1. That the Board of Education accept, with regret, the resignation of Marie DeSpirito, Stenographic Secretary for the Principal at the High School, for the purpose of retirement, effective June 30, 2014.
 - b. Leave(s) of Absence
 - 1. That the Board of Education grant a request to Kenneth Williams, Custodian at Hampton Street School, an Unpaid Medical Leave of Absence, effective January 2, 2014, until further evaluation is completed by his doctor.

2. That the Board of Education grant a request for a continuation of an Unpaid Medical Leave of Absence, for Niloofer Lahijani, part time teacher aide at Meadow Drive School, as per her doctor's request, until further notice.

c. Civil Service: Other

1. That the Board of Education approves the increase in hourly rate of pay for Sub Bus Drivers, from \$21.81 to \$22.46 (3% raise) effective 12/1/13, as per the MOA dated 8/27/13.

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

That the Board of Education approves the disposal of the following district property, according to Policy #6900, declaring them obsolete:

a. Various textbooks which are no longer being used in the textbook loan program and cannot be sold.

Walk-On Agenda

At 7:45pm, a motion was made for the Board of Education to go into **Executive Session** to discuss a staff disciplinary matter.

Motion: Nicole Matzer
Second: William Hornberger

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett

No: None

Passed: Yes

At 7:50pm, the Board of Education returned from Executive session. A **motion** was made by Nicole Matzer for the Board to return to the regular session and was **second** by Christine Napolitano. The Board was polled and all were in favor and the motion passed. The Board resumed regular session at 7:51pm.

RESOLUTION #36- IT IS HEREBY RESOLVED that the Board of Education hereby accepts the charges preferred by the District Superintendent pursuant to New York State Civil Service Law Section 75 against an employee named in the Statement of Charges dated January 16, 2014, and whose identity has been made known to the Board in Executive Session, and be it further

RESOLVED, that Joseph Wooley, Esq. is hereby designated as Hearing Officer to hear such charges and to make proposed findings of fact and a recommendation with respect to measure of discipline, if guilt be found, in accordance with the provisions of the Civil Service Law, and be it further

RESOLVED, that the employee identified in the charges shall be suspended without pay for thirty days pending determination of the charges, pursuant to the applicable provisions of Civil Service Law.

Motion: Patricia Navarra
Second: William Hornberger

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett

No: None

Passed: Yes

K. Superintendent's Report

Superintendent of Schools' Reports for 1/16/14

Presentations:

1. K-12 Science Update

The Superintendent stated that one of the goals of the Board is to expand the Science experience for our students. Dr. Nagler stated that the Board has requested an update of the "Knowing Science" program, so he invited Ms. Burns to gather staff and put together a presentation.

The Superintendent introduced Ms. Burns to present "Science in Mineola: Science, Technology, Engineering and Mathematics". *This presentation can be found on the District website, on the Board of Education page under the heading "presentations". Ms. Burns introduced the following staff members: Matt Gaven, principal of Middle School; Janet Gonzalez, principal of Jackson Avenue; Andrew Casale, Instructional Leader; Elena Murphy, Science Specialist- Middle School; and Theresa Dawber, Science Specialist- Jackson Avenue.

Ms. Burns introduced the District Goals for the Science Program: To get students excited about science; to engage students inquiry and discovery beginning in Pre-K; and to implement a science program that aligns with the Next Generation Science Standards (NGSS). Ms. Burns stated that the "Knowing Science" is vertically aligned to ensure that knowledge occurs from grade to grade and students have the opportunity to learn more complex materials. Ms. Burns introduced Elena Murphy, Science Specialist from the Middle School to continue the presentation.

Elena Murphy discussed the framework for K-12 Science Education which is composed of three dimensions: Scientific and Engineering Practices; Crosscutting Concepts and Disciplinary Core Ideas. Ms. Murphy displayed the 8 Scientific and Engineering practices and briefly discussed some of these practices including: asking questions and defining problems; developing and using models and planning and carrying out investigations. Ms. Murphy displayed Crosscutting Concepts: 1. Patterns; 2. Cause and effect; 3. Scale, proportion and quantity; 4. Systems and system modules; 5. Energy and matter; 6. Structure and function and 7. Stability and change. Ms Murphy displayed the Disciplinary Core Ideas and the four areas- Life Science, Earth and Space Science, Physical Science and Engineering and Technology. Ms. Murphy stated that by the 12th grade, all students should have a good understanding of all of the core areas. Elena Murphy displayed a sample of Grade 5 Core Idea lesson topics to the group.

Andrew Casale, Instructional Leader at the Middle School, discussed the implementation of the "Knowing Science" program throughout the District. In 2011-12, Meadow Drive School piloted Knowing Science in one class for grades K, 1, and 2. In 2012-13, Knowing Science was implemented Meadow Drive and Hampton Street Schools for grades K, 1 and 2. In 2013-14, Knowing Science has been expanded to grades 3, 4, 5 and 6. All students Pre-K- 6 are all following the Knowing Science Curriculum, which is in line with the next generation science. Mr. Casale discussed the Mineola Science Sequence which was displayed for the group. Andrew Casale pointed out that the curriculum has been planned out for the current 7th and 8th grade students, in order to provide them with a nice mixture of the core disciplines and prepare them for science at the High School. Ms. Napolitano asked if this sequence will have to change as the common core standards move through. Mr. Casale stated that future students will all follow the sequence of next generation science. Mr. Casale discussed the report card progress indicators. He stated that the new report cards are all standard based. Students are graded on 3 Science Practices (asking questions and defining problems; developing and using models; and planning and carrying out investigations) and Scientific Concepts. The students are graded on how they demonstrate their understanding of scientific concepts throughout the course of the year.

Teresa Dawber presented the Science Program Structure through the District. For grades Pre-K - 2, science lessons are taught in the classroom by the teacher. Lessons are hands-on and are integrated with ELA and Mathematics. In grades 3 and 4, science labs are taught once in a 6 day cycle by Ms. Dawber. The introduction of concepts, vocabulary and content reading is done in the classroom by the teacher. In grades 5 and 6, science labs are taught twice in a six day cycle by Elena Murphy. The introduction of concepts, vocabulary and content reading are done in the classroom by the teacher. Ms. Dawber stated that in grades 5 and 6, ebackpack is being used in place of a science notebook and can go between student, teacher and parents. Ms. Burns added that Ms. Murphy and Ms. Dawber have done a very good job in keeping everyone up to date on the implementation of the program. The Superintendent stated that the District embarked on this Science Specialist model in order to ensure that every child gets the same science experience. He added that not all teachers are comfortable with the science lab piece, so the classroom teachers are responsible for the content reading with students. He stated that these two teachers have really given this program roots. Ms. Burns stated that you really see the children enjoying the science program. The final piece of the presentation was videos of students in each grade participating in the science program.

Both Ms. Burns and Dr. Nagler thanked Andrew Casale, Elena Murphy and Teresa Dawber for all of their hard work. Ms. Napolitano stated that the children in the videos really appear to be enjoying themselves. She looks forward to continuing to set children up for future success. Mr. Hornberger stated that he is very impressed with all that is happening and as a child in school, he did not have these experiences in science. Mr. Hornberger stated that this science program will take the District in a new direction. He asked if the District had yet purchased the 3D Rover, which the Board had seen. The Superintendent stated that these machines had been purchased and were due in Jackson Avenue and the Middle School next Friday. The Board asked that a demonstration of the Rover be done at a future Board meeting and the Superintendent stated that this can be set-up. The Superintendent stated that we need to move toward expanding new specialized areas (such as coding and engineering) at the Middle School and the High School. He stated that we need to teach students the skills that they will need for future jobs. Dr. Nagler added that some of the jobs our children will have are not even created yet. Mr. Barnett stated that he also looks forward to a stronger research program at the High School and the Superintendent stated that he already has plans and ideas for that. There was no additional discussion.

Superintendent Comments

The Superintendent had no additional comments this evening. He stated that he is in need of an executive session to discuss negotiations.

L. Executive Session Time: 8:15 p.m.

At 8:15pm, a motion was made for the Board of Education to go into Executive Session to discuss negotiations.

Motion: Christine Napolitano

Second: Nicole Matzer

Yes: William Hornberger
Nicole Matzer
Patricia Navarra
Christine Napolitano
Arthur Barnett

No: None

Passed: Yes

M. Adjournment Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi