

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

Business 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 30, 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- Patricia Navarra

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

F. High School Student Organization Report

Tonight's SO report was by Felicia Villa. It was reported that the Mustang Olympics will take place on 2/27, staff and students will compete against one another in various sporting activities. The SO contacted Danielle Lambert in order to get help with publicizing the event. Funds raised will be donated to St. Jude's Childrens Hospital. Felicia stated that Jazz Night will take place on February 5th at 7:00pm and String Night will be on February 12th at 7:00pm. Both events will take place at the High School. It was reported that rehearsals have begun for the spring musical, "The Wedding Singer" and Ms. Villa encouraged everyone to attend the musical. Finally, it was reported that the Spain Exchange will take place Tuesday; the Mineola students will be traveling to Spain. Dr. Nagler thanked Felicia for her report.

The Superintendent stated that there is a special presentation this evening and he introduced the Middle School Drama Director, Matt DeLuca. The Middle School production of "The Little Mermaid" will take place February 7th and 8th. Mr. DeLuca stated that this is a very large production, which includes a cast of 155 students and a stage crew of 20 students. Mr. DeLuca stated that the play will take place on a brand new stage with a new sound system and microphones. Dr. Nagler reminded everyone that these improvements were done due to the generous donation of Mr. DeLuca's parents. Mr. DeLuca stated that they found a great deal of talent during the auditions, including the lead in the play who is here tonight to perform. Mr. DeLuca introduced Isabella Posada, who plays Ariel. Isabella performed a song for the group. Mr. DeLuca stated that this is an enormous show and some of the costumes were rented for the first time. He stated that there are many hard working parent volunteers that are there every day to help out. The Board thanked Mr. DeLuca and Isabella for coming tonight.

Mr. Barnett stated that there will be a slight change in the order of reports this evening; Dr. Nagler will report first, followed by the Board reports.

G. BOE Reports

a. Comments from Superintendent

The Superintendent started by thanking Isabella for her performance and her mother for bringing Isabella this evening. Dr. Nagler stated that before making his comments this evening, there are awards for Board Member Achievements for Nicole Matzer, Patricia Navarra and Artie Barnett. He presented them with their certificates and thanked each of them. The Superintendent stated that regents week just ended at the High School today. The big exam administered this week was the English Regents, which is given to all juniors. There are other make up regents which were also given to some students.

Dr. Nagler stated that the State Aid Report that just came out shows that Mineola will be receiving an increase of 5% of aid. He stated that this is a bit of a misnomer. This is not all new money, but rather it is money that is coming back to the District. Dr. Nagler stated that the real new money amount is a total of \$50,000. He stated that Long Island does not get a proportional amount of state aid. Dr. Nagler added that

there is something known as the "GEA" or gap elimination aid and he will be putting a little explanation of this term on the website to show how the aid districts receive now does not come close to what was received in 2008/2009. The Governor has not funded the GEA, rather he puts money aside to be awarded as grants. This grant money does not all get used and the Governor calls these funds a "surplus". Dr. Nagler stated that it is doubtful that the State budget will come in on time this year (by 4/1).

The Superintendent stated that there was a policy review meeting on 1/23 and a few policies are being looked at and discussed. The "field use" policy will be discussed at the meeting on February 13th. The Superintendent stated that the League of Innovative Schools has invited the District to re-apply for membership. The District was not accepted the last time it applied, however the Superintendent was told that we were close to being accepted. The deadline to re-apply is next Friday, but Dr. Nagler wanted to remind the Board that if the district is accepted there is a membership fee of \$1500 and he will be required to attend the annual conference. Mr. Hornberger inquired about the requirements for re-applying and Dr. Nagler stated that there is an application and the District is required to submit videos of technology being utilized by the District. He also asked what this organization offers to the District. Dr. Nagler stated that this group focuses on integrating technology into education and is more of a think tank. It is a prestigious group and only 40 districts nation wide are currently members. Mineola is much smaller than most other members and the Superintendent feels that we could benefit from the experience of these other districts. The Board was all in agreement with the Superintendent re-applying for membership to this group.

The Superintendent stated that he is looking forward to Jazz Night and String Night at the High School.

b. Comments from Board Trustees

Mr. Hornberger asked Mr. Waters if date had been set for the Financial Committee to meet and Mr. Waters stated that 2/5 is the date. He stated that he will send another email to the committee.

Ms. Matzer inquired if any summer activities will be available for students. The Superintendent stated that next week a list of offerings will be sent out to parents. All of the activities will utilize our facilities, but companies will be brought in to run the activity. He stated that the fees are being finalized. The Superintendent stated that the offerings include: Camp Invention (K- 5), Summer Music (grades 3- 9), Summer Drama (grades 4-9), Bricks for Kids (K- 5), and FAST Athletics (K- 5). The Superintendent stated that he is hoping for a good response.

Ms. Navarra stated that she is looking forward to Music and Basketball seasons.

Ms. Napolitano stated that she is looking forward to attending the Mustang Stakes on Saturday, 2/1 and the Comedy Night on 2/20.

c. Comments from Board President

Mr. Barnett stated that he wanted to just take time to thank Geoff from the Patch who has covered many events for the District and photographed many of our students at these events. Due to the recent downsizing at the Patch, he is no longer employed. Mr. Barnett attended the Septa Meeting and the presentation on "Bullying". He stated that he was very proud of the students involved in this presentation. He attended Reggie Carter night at the High School and the boys basketball team beat Clarke. Mr. Barnett stated that it is a pleasure to be the Board President this year as his daughter will be graduating from the high school.

Mr. Barnett stated that Pre-K has been brought to the forefront recently. He stated that the District should be

in-line to offer 5 day, 1/2 day Pre-K in September. The Superintendent stated that he feels Mineola is a model for other Districts of how to cover the cost of Pre-K. He added that through negotiations with the teachers, the District was able to reach an agreement with them to offer a lower salary for the Pre-K teachers. Dr. Nagler stated that Pre-K can be offered and can be done well.

H. Old Business

Mr. Barnett asked the Board if there is any old business this evening. Ms. Napolitano asked for an update on the response to the Dual Language program at Meadow Drive. The Superintendent stated that the response has been slow. For students currently in Pre-K, it looks promising that a class will be offered; we need 40 students and there are not as many native speakers as there are at Hampton Street. For grades 1 and 2, the numbers are not as strong and we are looking into other alternatives for language. It was also stated that there is still enough time to determine the number of staff needed. Ms. Napolitano also asked for an update on the door ajar system and Dr. Nagler stated that there were some wire issues that are being corrected. Finally, Ms. Napolitano asked if a decision had been made regarding the Hampton library window and the glare problem. Dr. Nagler stated that a final decision has not yet been made but it will either be tinting or shades.

Mr. Barnett stated that he wanted to let people know that there are new Veterans Exemption's and he personally feels that the public should be involved in deciding how this will be handled by the District, either through a public forum or proposition. He stated that the information will go out to the public as more is known. Mr. Hornberger asked if this means that some individuals would receive multiple exemptions and he was told that they would. Mr. Hornberger stated that he looks forward to receiving more information on this topic and having a dialogue with the community. Dr. Nagler stated that if we want to adopt this for the current year, it must be done by 3/14. He explained that this exemption is not very clear cut and there are many layers and levels to look at. Mr. Barnett stated that he would like to have the public's input on this topic. Ms. Matzer stated that she would also like to get information from other districts on how they are handling this issue. There was no other old business.

I. New Business

Approval of 2014-2015 School Calendar

RESOLUTION # 37 -BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the 2014-2015 school calendar.

Motion: Christine Napolitano

Second: Nicole Matzer

Discussion: Mr. Barnett asked the Superintendent to make his presentation on the school calendar for next year. The Superintendent stated that the 2014- 2015 school calendar is a favorable one and the last day of school is June 26, 2014. In the 2014/15 calendar, we will again have off the day before Thanksgiving. There are two weather contingency days in April and one in May. Teachers and students will begin after Labor Day. The Superintendent reminded everyone again that the 2015- 2016 school year is going to be a problem. There were no additional questions or comments.

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

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION # 38-BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.5.i., as presented.

Motion: Patricia Navarra

Second: William Hornberger

Discussion- the Superintendent stated that he had a point of information- declaring these buses obsolete means the new buses are here. There was no further discussion or questions.

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

No: None

Passed: Yes

1. **Instruction**

a. **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	\$8,332.00
Varsity Baseball Asst	William G. Timmes	1	\$4,379.00
JV Baseball	Christopher M. Schacca	3	\$5,770.00
7th Grade Baseball	Michael A. Tavernite	3	\$5,433.00
8th Grade Baseball	William G. Digennaro	3	\$5,433.00
Boys Varsity Lacrosse	Glenn M. Cocoman	3	\$8,324.00
Boys Varsity Lacrosse Asst	Matthew Antoniou	3	\$5,663.00
7/8 Boys Lacrosse	Mark Miller	3	\$5,415.00
7/8 Boys Lacrosse Asst	Joseph P. Cerulli	3	\$4,764.00
Boys Varsity Track	John E. Fretz	3	\$7,809.00
Girls Varsity Track	Thomas J. Leninger	3	\$7,809.00
Spring Track Assistant	Kevin A. Murphy	2	\$4,729.00
Varsity Softball	Anthony Tramonte	3	\$8,324.00
Varsity Softball Asst	Caitlin T. Orlando	3	\$5,660.00
JV Softball	Hilary Pavels	3	\$5,770.00
8th Grade Softball	Vanessa Casper	3	\$5,050.00
Girls Varsity Lacrosse	Frank J. Massaro	3	\$8,324.00
Girls Varsity Lacrosse Asst	Daniel Guido	3	\$5,663.00
Girls JV Lacrosse	Brittany M. White	2	\$5,101.00
7th Grade Girls Lacrosse	Raymie A. Tand	2	\$4,764.00
8th Grade Girls Lacrosse	Adrienne E. Koslow	2	\$4,764.00
Boys JV Lacrosse	Stephen J. Mitchell	3	\$5,770.00
Boys JV Lacrosse Asst	Thomas J. Oswald	3	\$5,170.00

b. **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>
Art Club Advisor amend	Gina Buongiovanni(amend from full stipend to 1/2 upon return of Kathleen Loughlin)	1/2 of \$980.00 for the period Sep-Jan
Art Club Advisor amend	Kathleen Loughlin	1/2 of \$980.00 for the period Feb-Jun

c. **Creation of New Instructional Position**

1. That the Board of Education approves the creation of the following coaching position:
- JV Lacrosse Assistant Coach

2. **Instruction: Contracted**

a. That the Board of Education accepts the Individual Related Services Provider Agreement between Deborah J. Bousquet and the Mineola UFSD for the 2013- 2014 school year.

3. **Civil Service**

a. **Appointments**

1. That the Board of Education approves the appointment of Donna Condon, to the position of Teacher Aid Substitute, effective February 3, 2014. Salary will be \$13.74 per hour.

- b. Leave(s) of Absence
- 1. That the Board of Education grant a request to Janet Lopez, part time Teacher Aide at Meadow Drive School, for an Unpaid Medical Leave of Absence, effective January 20, 2014, until further examination by her physician.

4. **Business /Finance**

a. **Treasurer's Report**

That the Board of Education accepts the Treasurer's report for the period ending November 30, 2013 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 December 31, 2013

General Warrant # 11	December 11, 2013	\$ 538,299.65
General Warrant # 12	December 23, 2013	\$ 1,119,480.56
Professional Leave Warrant	December 23, 2013	\$ 5,258.26

TOTAL EXPENSES \$1,663,038.47

PAYROLL # 11 & # 12

General	\$4,020,695.07
F Fund	\$ 67,176.44

TOTAL PAYROLL \$4,087,871.51

c. **Budget Appropriation Adjustment**

1. That the Board of Education approves the acceptance of revenue (donation from Drama Club) in the amount of \$21,500.00 and makes appropriation increase adjustments to the following Budget Code: 2110.200.00.2400.

5. **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. Bus 66: Ford 1995 VIN# 1FDJE37F2SHB07794- Mileage 223,000
- b. Bus 68: Ford 1995 VIN# 1FDJE37F3SHB41856- Mileage 175,000
- c. Bus 69: Ford 1995 VIN# 1FDJE37F02HB28711- Mileage 185,000
- d. Bus 72: Ford 1998 VIN# 1FDSE37F4WHB13347- Mileage 185,000
- e. Bus 74: GMC 1999 VIN# 1GDHG31F9X1127106- Mileage 180,000
- f. Bus 75: Ford 2000 VIN# 1FDXE45FXYHA66939- Mileage 162,000
- g. Bus 76: Ford 2000 VIN# 1FDXE45F6YHA66940- Mileage 145,000
- h. Bus 79: Ford 2001 VIN# 1FDSE35F61HA15979- Mileage 165,000
- i. Bus 80: Ford 2001 VIN# 1FDSE35F21HA15980- Mileage 165,000

Walk-On Agenda:

Awarding of Bid

RESOLUTION # 39 - BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the award of Contract "C": Site Work- Parking Expansion at the Mineola High School Bus Maintenance Facility- Project (SED No. 28-04-10-03-5-014-002) bid opened January 27, 2014 to the lowest responsible bidder meeting specifications, American Paving and Masonry Corporation, for a total contract price of \$196,835.00, which does not include any alternate bid items..

Motion: Nicole Matzer

Second: Patricia Navarra

Discussion: The Superintendent stated that the awarding of this bid is time sensitive. This is the second piece of the Fuel tank project. The fencing work around the new site will be done immediately. The asphalt, which is thicker than regular asphalt, will be completed the last week of June. The reason for the wait is that the buses will need to be off it for a week. The first piece of the project, installation of the tank, is scheduled for February 14th. There was no additional discussion.

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

No: None

Passed: Yes

K. Superintendent's Report

Superintendent of Schools' Reports for 1/30/14

Presentations:

1. 2014-2015 School Calendar- Brief presentation took place prior to vote on Resolution # 37
2. External Auditor

The Superintendent introduced Dave Tellier, External Auditor from Nawrocki Smith. Mr. Tellier stated that he would be presenting on the financial statements audit for 2013. Mr. Tellier stated that he has some highlights to discuss and he would be happy to answer any questions that people may have tonight. Mr. Tellier explained the scope of services that he provides to the district. Nawrocki Smith was contracted to conduct a general audit, as well as extra-classroom activity fund audit and a single audit of the federal work programs of the district. Mr. Tellier stated that while much of their work at the District takes place during the summer (2 weeks in August), they are in and out throughout the year (in January and May). He gives credit to Mr. Waters and his staff in the Business office for preparing for the external audits and meeting the set deadlines. Mr. Tellier stated that there are big time constraints from NYSED with this work but he is happy to report that the 10/15 deadline for filing was met.

Mr. Tellier offered the following highlights: the Auditor reports and opinions (4 in total) were all clean with no material weakness and no significant deficiencies of internal control structure. There are two sets of financial statements: District wide-District wide investment in capital assests total 36 million. Health benefits: there is an increase of 3.6 million for teachers and retirees. General fund- there is \$9.9 million in fund balance (\$900,000 are assigned funds to balance out the budget, \$4.7 million in reserved funds and \$4.3 million in undesignated funds which ge carried over) and there is a positive change of 3.6 million. Mr. Tellier commends the district on this change and stated that he recalls many years when there was no fund balance. Another positive for the district, he stated with regards to areas of improvement, there are no findings and all prior recommendations have been followed up on. The District has a clean slate with no recommendations. Mr. Tellier stated that they will continue to look and make recommendations as necessary. He asked if there were any questions or comments from the Board. Mr. Hornberger stated that as someone having an audit background, it is a very positive thing when you are told that there are no recommendations. He stated that he appreciates all of Mr. Waters and his office's hard work. Mr. Hornberger added that he appreciates that Mr. Tellier will keep working to find best practices and help the District to continue to improve. He thanked Mr. Tellier for his work. The Superintendent asked Mr. Tellier the same question that he asks every year, "are we in good shape?" and Mr. Tellier responded yes. Mr. Barnett stated that he just had a quick note that the Comptroller released the Fiscal Stress Report and he believes that the District is in good shape in there eyes as well. The Superintendent stated that the score was 8.3 and the only item which we were accessed a point for was that the District takes a TAN, which is a short term loan, to meet payroll. This loan is repaid as soon as the District receives the taxes that are collected by the Town. Dr. Nagler stated that we did well in all other categories. Mr. Tellier stated that he feels that the TAN is really a non-issue, which is a common practice amongst Districts. The District has funded projects from Capital reserves and has not borrowed for a long time. The Superintendent thanked Mr. Tellier for his work and his thoroughness, which is greatly appreciated. He added that it is nice for Mr. Waters to get some accolades.

Superintendent Comments

The Superintendent had no additional comments this evening.

L. Public Comments

Mr. Barnett opened the floor to public comments. There were no comments this evening.

The Superintendent stated that he was in need of an executive session to discuss negotiations.

M. 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: Nicole Matzer

Second: Christine Napolitano

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

No: None

Passed: Yes

N. Adjournment Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi