

**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 - 2012-2013

Educational

- To use technology and NWEA assessment data to provide differentiated homework thereby increasing individual student achievement.
- To implement the Common Core Curriculum with an emphasis on assuring a correlation between the grade level unit assessments and State exam.
- Create grade 7-12 ELA curriculum in line with Common Core shifts in ELA/Literacy
- Continue to encourage HS students to challenge AP and/ or College level coursework with the goal of every student gaining this experience before they graduate
- Continue to engage the community in the District's Strategic Plan with a specific focus on the quality indicators that define Mineola's expectations of academic excellence.
- Assess the long term viability and explore expansion of the elementary world language program. Assess current program through parental input and student data.
- Implement, monitor and assess the effectiveness of the Pre-K -7 science program

Facilities

- Continue projects that incorporate 'green' technologies that over time will decrease our dependency on fossil fuels
- Begin to fund our Capital Reserve with the goal of achieving new windows and doors on all 4 elementary buildings

Finance

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

DATE: January 31, 2013

LOCATION: Willis Ave. School

OPEN WORK SESSION

7:00 p.m. 2nd Floor Board Room

Board of Education

William Hornberger, President
Terence Hale, Vice President
Irene Parrino, Trustee
Arthur Barnett, Trustee
Christine Napolitano, Trustee

Central Office

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

A. Call to Order - 7:05pm

B. Pledge of Allegiance

C. Reading of Mission- Arthur Barnett

D. Moment of Silent Meditation

E. Dais & Visitor Introductions- Absent: Irene Parrino

F. High School Student Organization Report

Tonight's SO report is by Britney Vera and Sang Min Bak. It was reported that last week was midterm and regents week and the 3rd quarter began on Monday. The SO will be holding the "Sandy Olympic" on February 12th from 3- 6pm and students will compete against faculty. The senior class will be sponsoring a carnival fundraiser next Friday, February 8th. It was reported that the Boy's varsity Basketball team is in 1st place and playing very well. The Rockettes had their Homeshow on 1/26/13 at the high school and 22 teams participated. The track team will be taking part in counties next week. There was nothing else to report.

The Superintendent thanked Britney and Sang Min for their report. Dr. Nagler stated that tonight there are a few other guest present. He stated that the Middle School show "Dear Edwina" will take place on February 8th and 9th, under the direction of Mr. DeLuca. The Superintendent invited Mr. DeLuca to speak. Mr. DeLuca stated that "Dear Edwina" is about a middle school girl, who does an advice column, in song. Mr. DeLuca stated that this year, 119 students in grades 5- 7 are participating in the production. Mr. DeLuca introduced Sara Hardy, who play Edwina, to perform a song from the play. There was also a second performance of a song from the play. The Superintendent thanked the students for their performances this evening and stated that he will be there to see the show with his children. Dr. Nagler also thanked Mr. Deluca for all his hardwork in putting on this production and stated that it is a massive undertaking to have 119 students participating.

The Superintendent stated that the next special presentation will be by Mr. Amitrano, Supervisor of Athletics, Physical Education and Health. Mr. Amitrano stated that he was here this evening to recognize some student athletes, from the fall season who made outstanding contributions in Volleyball, Soccer (boys and girls), Football and Cross Country. Mr. Amitrano called up the individual athletes and presented them with a certificate. The Superintendent congratulated all of the athletes on their accomplishments. There was a brief break for Board photos with the Athletes.

G. Old Business

Mr. Hornberger asked the Board if there was any old business. Ms. Napolitano stated that she just wanted to say that this past weekend, she attended Supermarket Bingo at Meadow Drive, which was packed and they needed to find additional seating for all; on Saturday, she attended Color Night at the High School and the Mustang Stakes. She stated that all of the events were a lot of fun and it is good to see the community really get involved. Mr. Barnett stated that on February 12th, in addition to the Olympics at the High School, the Guidance Department will be holding the Junior Parents Guidance Night. He stated that this is a very important evening and parents of juniors should definitely attend; there is a great deal of information given out. Mr. Hale stated that he attended the Hampton Street International Night on Friday, which was a lot of fun and the food was great. On Saturday, he attended Color Night and handed out the awards at the end. He stated that it was a great show to watch.

Mr. Hornberger stated that he had some old business. He asked for an update on security issues. The Superintendent stated that two firms are scheduled to do a walk through of each building and will be providing the Superintendent with a report. He added that Mr. Puccio and Dr. Moriarity visited another District to see the measures put in by one of the firms. The Superintendent stated that he knows what we want

and is in the process of getting the prices. Mr. Hornberger asked if the Superintendent had information regarding the Jackson Avenue Music lesson schedule and it was reported that lessons are 1 time per 6 day cycle and they are currently looking into changing that to 1 time per week. Mr. Hornberger inquired when the Board can expect a mid-year report on the NWEA scores and who will be presenting. The Superintendent stated that due to problems within NWEA, testing may need to be extended through Monday. A presentation is scheduled for the March 7th Workshop Meeting and Dr. Nagler will be presenting. Mr. Hornberger asked for an update on AGP. It was reported by the Superintendent that he is still waiting for the cost of the CW Post program. He also stated that the new 3rd graders letters have been sent out and they are scheduled to start 2/4/13. Finally, Mr. Hornberger stated that he attended the District Council meeting and Zumba, which was enjoyable. There was no other old business.

H. New Business

DASNY GRANT

RESOLUTION # 38 - **Whereas**, the School District was previously awarded a \$50,000 grant from the State of New York pursuant to the Community Capital Assistance Program ("CCAP") administered through the Dormitory Authority of the State of New York ("DASNY") to "Expand and Renovate the Meadow Drive Elementary School Library" (Project ID #2240, Grant ID #2387); and

Whereas, disbursement of the said grant is administered pursuant to a Grant Disbursement Agreement provided by DASNY on January 10, 2013, now therefore be it

Resolved, that the said Grant Disbursement Agreement be and the same is hereby approved, and the Superintendent of Schools is authorized to execute same on behalf of the School District, and be it further

Resolved, that all actions of Administration of the School District taken in connection with the application for and receipt of the said grant be and the same are hereby ratified and confirmed.

Motion: Arthur Barnett

Second: Christine Napolitano

Discussion: The Superintendent explained that this grant was awarded in 2007 from Tom DiNapoli and they are just reimbursing us now. A Resolution is needed in order to begin the process for reimbursement. No additional discussion.

Yes: Christine Napolitano
Arthur Barnett
Terence Hale
William Hornberger

No: None.

Passed: Yes

New Business (continued)

Election District Change

RESOLUTION # 39- RESOLVED, by the Board of Education of the Mineola Union Free School District that Election Districts previously established pursuant to Section 2017 of the Education Law be and the same are hereby modified such that, commencing with Annual and Special Meetings and Elections of the voters of the School District conducted more than thirty (30) days after the adoption of this resolution, the School District shall be divided into two (2) election districts; and be it further

RESOLVED, that subject to a list maintained in the Office of the District Clerk, identifying, by US Postal Service Zip Code, those streets, all or portions of which are within the School District, the boundaries of the said two election districts shall be described, and the polling place in each designated, as follows:

Election District #1

Polling Place: Jackson Avenue Elementary School

All those portions of the School District which are located within the US Postal Service Zip Codes 11501 and 11040.

Election District #2

Polling Place: Meadow Drive Elementary School

All those portions of the School District which are located within the US Postal Service Zip Codes 11507, 11577, and 11596.

Motion: Terence Hale

Second: Christine Napolitano

Yes: Christine Napolitano
Arthur Barnett
Terence Hale
William Hornberger

No: None

Passed: Yes

New Business (continued)

Jackson Avenue School Kitchen Renovation

RESOLUTION # 40- WHEREAS, the Board of Education of the Mineola Union Free School District desires to embark upon a capital improvement project at the Jackson Avenue School for a kitchen renovation and

WHEREAS, said capital improvement project at Jackson Avenue School, is subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this part, are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5 (2)); and

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the capital improvement project and has determined that the capital improvement project for renovations and improvements to Jackson Avenue School is classified as a Type II Action pursuant to Section 617.5(2) of the SEQRA Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED that the Board of Education hereby declares that the renovations and improvements to Jackson Avenue School is a Type II Action, which requires no further review under SEQRA; and

BE IT FURTHER RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed projects from the New York State Education Department.

Motion: Terence Hale

Second: Christine Napolitano

Yes: Christine Napolitano
Arthur Barnett
Terence Hale
William Hornberger

No: None

Passed: Yes

I. Consensus Agenda

RESOLUTION # 41-BE IT RESOLVED that the Board of Education approves the consensus agenda items I.1.a. through I.4.c.1, as presented.

Motion: Christine Napolitano

Second: Terence Hale

There was no discussion.

Yes: Christine Napolitano

Arthur Barnett

Terence Hale

William Hornberger

No: None

Passed: Yes

1. **Instruction**

a. Resignation(s)

1. That the Board of Education accepts the resignation of Kristen L. Ronan, 45 Day Substitute Teacher, for Elizabeth Goldman, effective January 17, 2013.

b. Leave(s) of Absence/Child Rearing

1. That the Board of Education grants a request to Kim Morrissey, for an unpaid Leave of Absence, for child-rearing purposes, effective December 10, 2012 to June 30, 2013.

c. Appointments Instruction

1. The Board of Education approves the appointment of Carmen Vazquez, to the probationary position of ESL Teacher with a salary of MA+30, Step 2, \$75,120 prorated. Start date: February 11, 2013. Probationary period: February 11, 2013 to February 10, 2015.

d. Appointments 45 Day Subs

1. The Board of Education approves the appointment of Michelle Topel, to the position of 45 Day Substitute Teacher for Elizabeth Goldman, at Jackson Avenue, effective January 18, 2013 to on or before June 30, 2013; salary: Days 1-20, \$100.00, Days 21-39 \$110.00, Days 40-45 \$120, Day 46 contract salary BA, Step 1, \$58,123 pro-rated.

e. Retirement(s) Instruction

1. That the Board of Education accepts, with regret, the resignation of Maureen A. Cromwell, for the purposes of retirement, effective June 30, 2013.
2. That the Board of Education accepts, with regret, the resignation of Sherry E. Leibowitz, for the purpose of retirement, effective June 30, 2013.

f. Appointment(s) Coaches

That the Board of Education approves the appointment of the following coaches for 2012-2013 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
Baseball-Varsity	Helmut Bohringer	3	\$8,291.00
Baseball-Varisty-Asst	Michael A. Tavernite	2	\$4,840.00

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
Baseball-JV	Christopher M. Schacca	2	\$5,076.00
Baseball-Junior High	William G. Digennaro	3	\$5,406.00
Baseball-8th grade	Dominick J. Tolipano	3	\$5,406.00
Lacrosse-Varsity	Glenn M. Cocoman	3	\$8,283.00
Lacrosse-Boys Varsity Asst	Matthew Antoniou	3	\$5,635.00
Lacrosse-Boys Junior Varsity	Thomas J. Oswald	3	\$5,741.00
Lacrosse-7/8 Boys	Mark Miller	3	\$5,388.00
Lacrosse-Boys Jr. High Asst	Joseph P. Cerulli	2	\$4,228.00
Track-Boys Varsity Spring	John E. Fretz	2	\$6,919.00
Track-Girls Varsity Spring	Thomas J. Leninger	3	\$7,770.00
Softball-Varsity	Anthony Tramonte	3	\$8,283.00
Softball Varisty Asst	Caitlin T. Orlando	2	\$4,944.00
Softball-7th Grade	Vanessa Casper	3	\$5,025.00
Softball-8th Grade	Katelyn E. Maroney	2	\$4,407.00
Lacrosse-GirlsVarsity	Frank J. Massaro	3	\$8,283.00

g. Appointment(s) Club/Stipends

That the Board of Education approves the following Club/stipend recommendatios for 2012-2013 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
8/9 Musical Stage Construction	Paul A. Sommer(.5)	.5 of \$1,775.00
8/9 Musical Stage Construction	Vincent Tunkel(.5)	.5 of \$1,775.00
8/9 Musical Technical Director	Donald R. Carreras Jr	\$1,420.00
10/11/12 Musical Technical Director	Donald R. Carreras Jr	\$2,130.00
Musical Technical Director - MS	Donald R. Carreras Jr	\$1,420.00

h. Appointment(S) Marching Band Staff

That the Board of Education approves the following staff members for the Marching Band trip:

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>
1.	Marching Band Florida Trip Chaperone	Frank N. Mauriello
2.	Marching Band Florida Trip Chaperone	Anthony J. Demarino
3.	Marching Band Florida Trip Chaperone	Michael R. Coppola
4.	Marching Band Florida Trip Chaperone	Timothy M. Doran
5.	Marching Band Florida Trip Chaperone	Lisa D. Granath
6.	Marching Band Florida Trip Chaperone	Lauren M. Granath
7.	Marching Band Florida Trip Chaperone	Amanda Alves

2. **Instruction: Committee on Special Education**

That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from 11/1/12- 12/31/12. Please be advised that all of the parents have received the student's IEP and a copy of their DUE process rights.

3. **Instruction: Contracted**

a. That the Board of Education accepts the Memorandum of Agreement between St. James Tutoring and the Mineola Union Free School District to provide tutoring services during the 2012-2013 school year.

4. **Civil Service**

a. **Appointments**

1. That the Board of Education approve the appointment of Elena Bearese, to the position of Clerical Sub, effective February 4, 2013. Salary will be \$12.32 per hour.
2. That the Board of Education approve the appointment of Madeline Cegelski, to the position of Clerical Sub, effective February 4, 2013. Salary will be \$12.32 per hour.
3. That the Board of Education approve the appointments of Anne Rega, to the positions of Clerical Sub and Teacher Aide Sub, effective February 4, 2013. Salary will be \$12.32 for Clerical and \$13.74 for Teacher Aide per hour.
4. That the Board of Education approve the appointment of Georgette Strobel, to the position of Clerical Sub, effective February 4, 2013. Salary will be \$12.32 per hour.
5. That the Board of Education approve the appointment of Franco Hughes, to the position of Custodial Sub, effective February 4, 2013. Salary will be \$12.25 per hour.

b. **Leave(s) of Absence**

1. That the Board of Education approve a paid Medical Leave of Absence to Felix Cappuccio, 12 month Bus Driver, effective January 7, 2013. Approximate return is in two weeks but at doctor's discretion.
2. That the Board of Education approve a paid Medical Leave of Absence to Laurie Seedorf, 12 month Sr. Typist Clerk at Jackson Avenue School, effective January 22, 2013. Return will be approximately 10 weeks and at doctor's discretion.

c. **Appointments**

1. That the Board of Education approve the reappointment of Nicole Matzer, to the position of Clerical Sub, effective February 4, 2013. Salary will be \$12.32 per hour.

J. Superintendent's Report

Superintendent of Schools' Reports for 1/31/13

Presentations:

1. Athletics Program

The Superintendent introduced Ralph Amitrano, who will present tonight on "Mineola Athletics". Mr. Amitrano reported that for the Athletic teams from grades 7 -12, there are 52 teams and 66 coaches and over 800 events per year. Mr. Amitrano presented a listing of the program successes and stated that for a school district of our size, we have been very successful. It was reported that one time per season, the Athletic Department has a pep rally and the fall pep rally is usually crazy. Mr. Amitrano stated that pep rallies, local papers, MSG Varsity and Senior Day are some forms of recognition for the athletic program.

Mr. Amitrano stated that the program is a big bang for the buck. The entire program is less than 1% of the budget and services over 500 student athletes. The coaches are very dedicated to their seasons and beyond. We have a very experienced coaching staff, many with roots in the district. Mr. Amitrano stated that we have a highly qualified staff; all of whom are CPR and First Aid Certified, have completed required coaching certification coursework from the State of NY and AED, head trauma certification. All non-teacher coaches are required to file for coaching licenses through NYS. All records for valid and current certifications are monitored and reviewed yearly. All hiring and evaluation, continued certification and supervision is completed by the Athletic Director.

Mr. Amitrano discussed the facilities. It was reported that over the last 6 years, there have been many needed upgrades to our facilities. The following is a list of upgrades that have been completed:

- High School Gym- floor, bleachers, lights and windows
- High School Track and Field drainage
- Baseball dugouts and new backstop/fencing
- High School Softball field
- Hampton Stadium Field- bleachers and press box
- Fitness Center HS/MS equipment upgrades

Mr. Amitrano stated that there are many expectations of the coaches for the Mineola School District. He stated that following are some of the expectations: they need to be knowledgeable; professional in appearance and conduct; accountable and aware that they perform their duties in the public eye; consistently uphold department rules for attendance and codes of conduct; and always use good judgment in words and actions as we deal with students of all backgrounds. Mr. Amitrano stated that there are also set expectations for the student athletes. They are to be accountable for their actions; need to be present and on time everyday; they need to respect coaches, opponents and officials both as a player and spectator; represent the school community with pride and be a student first.

Mr. Amitrano stated that many of the athletes from Mineola play sports in college and he presented a list of some of the schools where our athletes have played throughout the years. Mr. Amitrano also stated that Mineola High School hosts a College Recruitment night each year and Wayne Mazzoni, an established author on the subject of recruitment and Baseball coach at Sacred Heart University, comes in to speak with parents and athletes. It is a very informative evening for all.

Mr. Amitrano discussed the academic eligibility for student athletes. Students failing two or more classes are put on probation. They must meet weekly with the Director to maintain eligibility for sports. Mr. Amitrano stated that these students, the majority of the time, do improve their grades and remain eligible to play. The Superintendent added that before Mr. Amitrano was hired these requirements were not in place at the high

school.

Mr. Amitrano discussed Student Safety. He stated that there is proper equipment for all contact and collision sports. Field conditions are monitored for student safety. An Impact Program is done for all Athletes grades 8-12. We are among a small number of schools in Nassau County with this program. This is a baseline brain function test. It measures reaction time, short term memory, word recognition, and shape recognition. Mineola is currently in year 4 of this program and Mr. Amitrano stated that both Ms. Sheehan and Ms. McAree help with this program. The Impact test is administered as a measure after a head injury is sustained. Mr. Amitrano also discussed the "Concussion Protocol": the athlete is removed from the contest; must be seen by a physician; impact test is administered; athlete is cleared by physician/neurologist; athlete is then cleared by Dr. Marino; athlete follows return to play protocol- asymptomatic upon light, moderate and intense exercise.

Mr. Amitrano discussed Health and Physical Education at the Mineola School District. Health education in the elementary schools is taught in the classroom by the teachers. Health classes are also required for students in 8th, 10th and 12th grade. Currently, the 8th and the 10th graders take Health class and the 12th graders participate in Family Living, in which a portion of the class focuses on parenting. He then discussed "Elementary Physical Education". Mr. Amitrano stated that we currently have an Interdisciplinary Common Core PE program. The PE objectives have been aligned with ELA and Math Common Core by grade. They create a Math/Map to coincide with monthly unit map for PE. They must create lessons to focus on pertinent topics supporting the common core. He added that the teacher challenge is to maintain movement while teaching content. Mr. Amitrano discussed the "Secondary Physical Education" which includes: a leadership program; a dance program; PE 8/9 personal fitness and there was a reconfiguration of classes 8/9/10, 11, and 12.

Mr. Amitrano discussed the "Physical Education SLO K-12". The following are the SLOs by grade:

K/1- Gross Motor Assessment

Grade 2- Personal and Social Responsibility

Grade 3 and 4- Beginner Fitness Assessments

Grade 5 Muscle Identification and actions

Grade 6- Fitness Understanding

Grade 7- Games Rules and Understanding

Grade 8 and 9- Personal Fitness Understanding

Grades 10, 11, 12- Self-Prescription for Exercise

Mr. Amitrano explained the Intramural Program at Mineola to the Board. He stated that this year, the District is offering sports clinics to the 3rd and 4th grade. These clinics help teach the students beginner sports skills and the goal is to get kids involved early. Mr. Amitrano also added that at the Middle School, there are before school sports intramurals and at the high school, students can participate in tournaments for badminton, ping pong, basketball and European handball.

Finally, Mr. Amitrano presented to the Board issues to be considered for the future. The Middle School Gym is in need of work, especially floor, painting and lighting. He stated that he is in the process of obtaining quotes. Also, the High School football field at Hampton Stadium is in need of improvements. Mr. Amitrano stated that many Districts have made the change to turf field, and suggested that this should be looked into for Mineola. The field at Hampton can be very choppy and at times not a great surface for the athletes to run on. We can not chemically treat the grass and therefore the work that has been done does not last. The Superintendent stated that he has also had discussions with the Mayor about doing a joint improvement project at Hampton.

The Board thanked Mr. Amitrano for his presentation and Mr. Hornberger stated that he is very interested in the idea of tying the PE into the childrens' interdisciplinary plan. The floor was opened to the public regarding the presentation. There was one Resident/Parent comment to which Mr. Amitrano responded.

Superintendent Comments

The Superintendent stated that he wanted to acknowledge the two teachers, Maureen Cromwell and Sherry Leibowitz, who will be retiring. He wishes them both good luck and much happiness. The Superintendent stated that he is now embarking on twitter and encourage everyone to follow him.

The Superintendent stated that he had attended a meeting for all Superintendents and it was reported to them by the Commissioner of Education that this year's State exam scores will reflect a 30% drop in scores. The Superintendents asked the Commissioner to write a letter to all parents to explain that this will happen. the Commissioner stated that this will occur because it is a different type of exam. The Superintendent added that for the January English Regents, the cut score was decreased this year. He added that the exams should be fair to the students and it will take a few years until there is a fair test.

The Superintendent stated that at the next Board meeting the 2013/14 School Calendar will be presented for approval. He added that school will begin after Labor Day. The Superintendent stated that he is in need of an executive session.

K. Executive Session Time: 9:05 p.m.

At 9:05pm, a motion was made for the Board of Education to go into executive session to discuss negotiations.

Motion: Arthur Barnett

Second: Terence Hale

Yes: Christine Napolitano
Arthur Barnett
Terence Hale
William Hornberger

No: None

Passed: Yes

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

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi