

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 - 2015-2016

Educational

- Continue to actualize the District's Mission and Strategic Objectives and measure progress toward these goals
 - Continue to develop an electronic portfolio which recognizes the attributes embodied in the mission statement
 - Demonstrate that students are contributing positively to a global society
 - Demonstrate that students are exhibiting strength of character (habits of the mind)
 - Demonstrate that students are pursuing something about which they are passionate
- Continue to expand and develop college and career partnerships to ensure success for our HS graduates.
 - Expand Queensboro certificate program
 - Explore career partnerships with local institutions

Facilities

- Develop a comprehensive Building Condition Survey which outlines the health of all of the districts buildings
 - Create a new five-year Capital Plan to address outstanding items in the BCS
 - Leverage both the Capital Reserve and Energy Performance Contracts (EPC)

Finance

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

DATE: January 7, 2016

LOCATION: Willis Avenue School

OPEN WORK SESSION

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

Board of Education

Christine Napolitano
Patricia Navarra
Nicole Matzer
Margaret Ballantyne
Brian Widman

Central Office

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

A. Call to Order: 7:01 pm

B. Pledge of Allegiance

C. Reading of Mission- Margaret Ballantyne

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

F. High School Student Organization Report

There was no Student Organization report this evening.

G. BOE Reports

a. Comments from Board Trustees

Brian Widman wished everyone a Happy New Year and hopes that everyone enjoyed their holidays.

Margaret Ballantyne also wished everyone a Happy New Year. After the last Board meeting, Dr. Ballantyne enjoyed the 5th grade concert, the Life Skills Class Tea and the Sing Alongs. She is looking forward to all of the events to come this year.

Nicole Matzer wished everyone a Happy New Year and looks forward to all that 2016 will bring.

Patricia Navarra attended the Meadow Drive PTA meeting and they are back in full swing following the holidays. They are busy preparing for the Regatta and have started "Donuts for Dads". Any dad attending a PTA meeting will receive a donut. Ms. Navarra was also given a tour of the Science lab by Dr. Fleischmann and was impressed with what she saw.

b. Comments from Board President

Christine Napolitano wished everyone a Happy New Year and looks forward to 2016 with the Mineola School District.

c. Comments from Superintendent

Dr. Nagler also wished everyone a Happy New Year and stated that he just has two announcements this evening. Reggie Carter night will take place at the High School on Friday, 1/22/16. This night is in memory of former assistant principal Reggie Carter and all funds raised that evening will go towards the Reggie Carter Scholarship. The Girls Varsity Basketball team will play at 5:30pm and the Boys Varsity Basketball team will play at 7:30 pm. The second announcement is the result of a request by the Board to have a District Wide Art Show; one has been scheduled for March 14th.

H. Old Business

There was no old business this evening.

I. New Business

Accept donation

RESOLUTION # 39 - BE IT RESOLVED that the Board of Education accepts the donation of \$6000.00 from the Thomas and Jeanne Elmezzi Private Foundation to the Mineola Fine and Performing Arts Program to complete the sound system and replace musical instruments at the Middle School and makes an appropriation increase adjustment to Budget code: 2110-200-00-2400.

Motion: Margaret Ballantyne

Second: Nicole Matzer

Discussion: The Superintendent explained that once again this foundation has been very generous to the district. They earmarked this donation to be put towards the Fine and Performing Arts Program. He stated that we are very grateful to the Elmezzi Foundation.

Yes: Brian Widman
Margaret Ballantyne
Nicole Matzer
Patricia Navarra
Christine Napolitano

No: None

Passed: Yes

Approval of CAP- Financial Statements

RESOLUTION # 40- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") for the 2015 Audited Financial Statements by Nawrocki Smith and hereby instructs the Assistant Superintendent for Finance and Operations to file such a plan with the NYSED Office of Audit Services.

Motion: Patricia Navarra

Second: Brian Widman

Discussion: The Superintendent explained that this is the yearly filing of the corrective action plan based upon the results of the external audit.

Yes: Brian Widman
Margaret Ballantyne
Nicole Matzer
Patricia Navarra
Christine Napolitano

No: None

Passed: Yes

External Auditor Services RFP Award

RESOLUTION # 41- BE IT RESOLVED that the Board of Education awards the External Auditor Services as outlined in the RFP to Nawrocki Smith for the time period from July 1,2015 to June 30, 2016, with the Board option for renewing on a yearly basis for four (4) succeeding years. .

Motion: Margaret Ballantyne

Second: Nicole Matzer

Discussion: The Superintendent stated that it is good practice every five years to put out a RFP for service. Based upon the results of this process, the district has decided to remain with Nawrocki Smith. There was no further discussion.

Yes: Brian Widman **No:** None

Margaret Ballantyne

Nicole Matzer

Patricia Navarra

Christine Napolitano

Passed: Yes

J. Consensus Agenda

RESOLUTION # 42- BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.5.a., as presented.

Motion: Nicole Matzer

Second: Patricia Navarra

Discussion: Ms. Napolitano stated that there is a walk-on item to be added to the consensus agenda- item J.6.a.1- Business/Finance: Disposal of District Property. Patricia Navarra made a motion to add the item and was second by Margaret Ballantyne. The Board was polled; all were in favor of adding the item to the consensus agenda and the motion passed. Ms. Napolitano asked if there was any discussion or comments on the amended consensus agenda. Dr. Ballantyne stated that she wanted to express her sadness that Laura Kwiatek will be retiring and will miss her at the High School. There was no additional discussion.

Yes: Brian Widman **No:** None

Margaret Ballantyne

Nicole Matzer

Patricia Navarra

Christine Napolitano

Passed: Yes

1. **Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the December 17, 2015 Business Meeting as presented.

2. **Instruction**

a. Appointment(S) Perm Sub

1. That the Board of Education approves the appointment of Meghan E. Cerrone, to the position of Permanent Substitute Teacher at a daily rate of \$100.00, effective January 4, 2016 to May 31, 2016.

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>
Winter Guard Director	Rachel Montanez	\$4,303.00
Winter Guard Asst Director	Frank Mauriello	\$1,434.00
Winter Guard Coach	Amy Vercruysse-Jones	\$985.00
Winter Guard Drill Writer	Ashley Sandy	1/2 of \$3,384.00
Winter Guard Drill Writer	Lindsay N. Beaumont	1/2 of \$3,384.00

3. **Instruction: Student Actions**

- a. That the Board of Education approves the following Mineola High School Winter Guard Trip Schedule:

1. Sunday, January 24, 2016- Mineola Home Show
2. Sunday, January 31, 2016- West Orange Show, West Orange, NJ
3. Saturday, February 6, 2016- Hillsborough Show, Hillsborough, NJ
4. Saturday, February 13, 2016- JP Stevens Show, Edison NJ
5. Saturday, February 27, 2016- WGI South Brunswick Regional, South Brunswick, NJ
6. Sunday, February 28, 2016- WGI South Brunswick Regional, South Brunswick, NJ
7. Saturday, March 5, 2016- South Brunswick Show, South Brunswick, NJ
8. Saturday, March 26, 2016- Q Show, East Stroudsburg, PA
9. Saturday, April 2, 2016- Somerville Show, Somerville, NJ
10. Wednesday, April 6- Sunday, April 10, 2016- WGI World Championship, Dayton, Ohio (Overnight)
11. Saturday, April 16, 2016- Main Championships, South Brunswick, NJ

4. **Civil Service**

a. Resignation(s)

1. That the Board of Education accept the resignation of Jamie Marrone, Typist Clerk at Jackson Avenue School, effective January 11, 2016.

b. Appointments

1. That the Board of Education approve the appointment of Marcela Bustamante, to the position of part time Lunch Aide at the Jackson Avenue School, effective January 4, 2016. Salary is \$13.95 per hour on Step 1.
2. That the Board of Education approve the appointment of Bindu Jhangiani, to the position of part time Greeter at the Middle School, effective January 4, 2016. Salary is \$10.15 per hour on Step 1.
3. That the Board of Education approve the appointment of Doreen Warwick, to the position of part time Lunch Aide at Meadow Drive School, effective January 4, 2016. Salary is \$13.95 per hour on Step 1.

c. Leave(s) of Absence

1. That the Board of Education approve a paid Medical Leave of Absence to Nomeky Billiris, Teacher Aide at the Middle School, effective December 7, 2015, until further notice.
2. That the Board of Education approve a paid Medical Leave of Absence to William Lutkins, Custodian at the Middle School, effective December 4, 2015, until further notice.

d. Resignation(s)

1. That the Board of Education accept, with regret, the resignation for the purpose of retirement, of Daisy Aviles, Bus Attendant in Transportation, effective January 5, 2016.
2. That the Board of Education accept, with regret, the resignation for the purpose of retirement, of Laura Kwiatek, Stenographic Secretary at the High School, effective June 30, 2016.
3. That the Board of Education accept, with regret, the resignation for the purpose of retirement, of Doris Lanning, Account Clerk in the Business Office, effective June 30, 2016.
4. That the Board of Education accept, with regret, for the purpose of retirement, the resignation of Kathleen Conway, part time Teacher Aide at the High School, effective December 31, 2015.

5. **Other**

Approval of New 2016 Standard Mileage Rate

- a. That the Board of Education approves the new 2016 IRS Mileage Reimbursement Rate for approved travel at a rate of .54 cents per mile effective January 1, 2016.

Walk-on agenda item:

*Item to be added to the Consensus Agenda:

RESOLUTION # 42

6. Business/Finance: Disposal of District Property

- a. **That the Board of Education approves of the disposal of the following district property according to Policy #5250, declaring them obsolete:**

1. Buses to be declared obsolete and traded in:
Bus #89- 2004 Bluebird: VIN # 1BAKFCKA14F217018
Bus #90- 2004 Bluebird: VIN# 11BAKFCKA34F217019

K. Superintendent's Report

Superintendent of Schools' Reports for 1/7/16 Presentations:

1. Student Service Center

For tonight's presentation, Dr. Nagler invited Dr. Smith, High School principal, to bring the Student Service Center here. Dr. Smith introduced Eileen Burke and Nancy Reagan, Student Service Center Advisors; Amy Trojanowski, Heather Dvorak and students. Dr. Smith thanked the Board for their support of the Student Service Center. He also took this time to acknowledge Nancy Reagan, who will be retiring at the end of this school year. Dr. Smith described her as a terrific human being and a hard worker who will truly be missed. He turned the presentation over to the advisors.

Eileen Burke thanked the Board again for the opportunity to give an overview of the Student Service Center. She started with the following quote "Educating the mind without educating the heart is no education at all"- Aristotle. Ms. Burke stated that this quote truly represents the core of the Student Service Center. There are several strands of service at the High School including student learning and community service. Ms. Burke gave a brief history of the Falk-Sysak Student Service Center. In 1983, teacher Diana Falk came up with the idea of the center and started with nursing home visits and lunch bunch. Walter Sysak, was a member of the Board of Education at that time and he was very supportive of the Student Service Center. Ms. Burke and Ms. Reagan have been advisors for about 12 years. The Student Service Center was funded by Learn and Serve America from 1989- 2011. They were one of twelve districts in NY that were awarded grants. Currently, the center is supported through public and private funds including; YSA (Youth Service America), SODEX, Nassau County Bar Association- We Care Fund and Walter Kaner Children's Foundation. Nancy Reagan presented another quote which is on the wall in the center- "Everyone can be great because anyone can serve..You only need a heart full of grace, A soul generated by love" Martin Luther King, Jr. Ms. Reagan stated that everyone can do something and the SSC provides many opportunities to serve others. She stated that sometimes students need just a little bit of nudging. It makes them very proud when they hear how former students continue their lifelong commitment to services after leaving the High School. Ms. Reagan reported that there are over 15 programs designed for every interest. For the elderly: nursing home visits, Lunch Bunch and Computeers. For our community: Peer tutoring, MS Homework Helpers, Math Helpers and PTA babysitters. For the larger community: Gingerbread University, Ronald McDonald House dinners, SPARC and Mary Brennan INN. There is service designed for every schedule: once a year, once a month and once a week. They accommodate all students schedules. Ms. Reagan reported that there are now opportunities for the 8th graders to participate: 8 ways to serve, 8 times per year. At this point in the presentation, Ms. Burke showed a video put together by some of the student volunteers. Following the video, Ms. Burke briefly discussed some of the recognition the Student Service Center has received through Newsday Future Corps: Habitat for Humanity and Pasta dinners for Mary Brennan INN. The INN also selected Mineola SSC to be profiled in a Newsday article. It was also reported that so far this year, students have completed 1280 hours of service; which does not include the hours of the 8th graders. These hours of service are not a requirement; students do them on their own. It was also mentioned that the class of 2015 completed a total of 3490 hours of service. Ms. Burke stated that at the end of each school year, the SSC has a breakfast to acknowledge the students service. Amy Trojanowski presented on a new way in which students will be acknowledged for their service. According to Ms. Trojanowski, students will be awarded badges through the kidOYO platform and they will be displayed in student's digital portfolio. Ms. Trojanowski explained how badges will be tracked and organized; she then displayed the award schedule. This includes: the event name, badge image, description, criteria, category, and award schedule. She also displayed an example of a student digital profile. Ms. Trojanowski explained that badges would be assigned to students based upon completion: aligned to submission of progress reports, incremental through January, Fall, Winter and Spring and cumulative year-

end. Finally, Ms. Burke introduced the student who are here this evening; all are very active volunteers.

Dr. Nagler asked the Board if they had any questions or comments. Dr. Ballantyne thanked the students for their service and stated that they are truly contributing positively to the global society. She also thanked Eileen Burke and Nancy Reagan for finding something for all students to participate in. Patricia Navarra added that they have taught students that their actions have an effect on the world around them. Christine Napolitano expressed that it is important for everyone to see how these student are truly contributing to the global society. The Student Service Center has a profound effect on the students lives and students benefit from participating in these service opportunities. Dr. Nagler thanked the students and he asked them to describe what they would do without the Student Service Center. One student explained how she was very shy but these opportunities have helped her make friends, develop social skills and gain a better understanding of the community. Another student described attending a meeting for an outside organization and after attending she realized that not all other schools have the same service opportunities as Mineola. Dr. Nagler stated that the Student Service Center is the High School and providing service to others continues throughout the students' lives. He thanked all of the students for volunteering.

Superintendent Comments

The Superintendent had no additional comments this evening; but stated that he was in need of an Executive Session to discuss negotiations.

L. Executive Session Time: 7:45 p.m.

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

Motion: Nicole Matzer

Second: Margaret Ballantyne

Yes: Brian Widman **No:** None
 Margaret Ballantyne
 Nicole Matzer
 Patricia Navarra
 Christine Napolitano

Passed: Yes

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

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully submitted,

Andrea M. Paggi