

**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: December 19, 2013

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- Arthur Barnett

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

F. High School Student Organization Report

Tonight's SO report was by Pallak Anand. She began tonight by displaying an item purchased from the Holiday Boutique at the high school. Pallak reported that the two concerts at the High School were amazing and well attended. Auditions for the spring musical "The Wedding Singer" have begun. The Key Club and the Student Service Center sponsored a toy drive and many local needy children benefitted from this event. Pallak stated that seniors are finishing up the application process and are now starting to receive responses from colleges. Finally, the Student Organization will once again sponsor a Faculty/Student Olympics on 2/27/14. The funds raised will be divided- half to a charity and half towards senior scholarships. Pallak stated that the SO would like for the Board members to take part in this event. The Board thanked Pallak for her report.

G. BOE Reports

a. Comments from Board Trustees

Mr. Hornberger had no report this evening.

Nicole Matzer reported that she had attended some of the concerts and enjoyed them all. She extended her wishes to all for happy holidays.

Patricia Navarra stated that she always thinks about the high school seniors at this time of year, running to the mailbox everyday. She reminded everyone that sometimes a school chooses you and encouraged students to keep an open mind. Ms. Navarra is also thankful for where we live and stated that it is amazing what our local small towns do for all of us. Finally, she wished everyone a happy holiday season.

Christine Napolitano attended some of the winter concerts and stated that this is a very enjoyable time of year. She stated that it brings her great joy to be around the children and brings back memories of when her own children were younger. Ms. Napolitano attended the SEPTA party and it was a lot of fun, especially watching the children when Santa came in. Ms. Napolitano thanked the community and hopes that everyone has a great holiday.

b. Comments from Board President

Mr. Barnett stated that since this is the last meeting of 2013, he would like to take some time to look back at the year. Mr. Barnett started by thanking Dr. Nagler for his leadership and all of the care that he puts into the District. Mr. Barnett thanked each of the administrators- Pat Burns, Jack Waters, Catherine Maiman, Joe Owens, Dan Romano and Bill Gilbert for their role in keeping the district running smoothly. He also thanked the District Clerk. Mr. Barnett thanked the Principals, teachers and support staff including aides, clerical, custodians and bus drivers. Mr. Barnett thanked the parent volunteers which are numerous. He stated that

most of all he thanks all of our students. Mr. Barnett stated that part of our mission is to exhibit strength of character and when he visits the buildings students are very respectful and tolerant of one another. He is very proud of all of them. Mr. Barnett stated that the District is fiscally sound and on the educational forefront and this is due to the vision of the past Board and the fact that they had the backbone to stand up for their vision. He expressed his thanks to them. Mr. Barnett stated that he sees the 8th graders thriving in the high school and he saw 5th graders last night singing in an Apple Distinguished school. Mr. Barnett thanked his fellow Board members and reminded them to never be satisfied with where we are at because if they keep striving to become better, the sky is the limit.

c. Comments from Superintendent

The Superintendent stated that he is also very proud of our students. He attended all of the winter concerts and they were truly remarkable. Dr. Nagler attended the 5th grade concert with his son and it was special to be able to share this event together. The Superintendent thanked Mr. Owens and his staff for all of their hard work.

The Superintendent stated that he had a few points of business to discuss. He said people have begun to ask about next year's school calendar and we are currently waiting for the SED to notify us when Regent exams will be administered. These dates will effect how the calendar is laid out. Dr. Nagler added that it has already come up that the calendar for 2015- 2016 school year will be a problem and there is already talk of shortening the February break.

The Superintendent updated the security measures and stated that the command center is fully operational and camera feed is being received. He also stated that the card entry system will be up and running when the children return from break. When this is finally in place, the last piece of the security measures will be the Memorandum of Agreement with the police allowing them access to the camera feed in case of emergency.

The Superintendent stated that in the beginning of the new year, a letter will be sent to the Meadow Drive parents of Pre-K children, in order to determine interest in a Dual Language program similar to the one at Hampton Street. Tomorrow is the final day of the core value survey as well as the summer recreation survey.

Finally, Dr. Nagler would like to wish everyone Happy Holidays and Happy New Year.

H. Old Business

Mr. Barnett asked the Board if there was any old business. Mr. Hornberger asked the Superintendent how the District plans to deal with students that opt-out of testing. Dr. Nagler stated that he will be making some recommendations at a future meeting. He is currently in the process of gathering information from other Districts. Mr. Barnett added that the District is also gathering legal information regarding this matter.

Mr. Barnett asked for the status of the CORE- BOCES contract. The Superintendent stated that we are trying to get the contract on BOCES January 9, 2014 Agenda because BOCES must approve the contract before our District can approve and sign it. Once the contract is finalized, a decision will be made regarding the equipment which will need to be purchased. Mr. Barnett asked if we anticipate this to be completed in time to be included in the budget and Dr. Nagler stated it will be completed in time.

There was no other old business.

I. New Business

Approval of CAP- Financial Statements

RESOLUTION # 32 -BE IT RESOLVED that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") for the 2013 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: Christine Napolitano

Second: Patricia Navarra

Discussion: The Auditors presentation has been rescheduled for January 30, 2014. It was explained that this resolution is necessary for the timely filing of the Corrective Action Plan, which is 90 days after accepting the financials. There was no further discussion.

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

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION # 33 -BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.7.a., as presented.

Motion: Nicole Matzer

Second: William Hornberger

Discussion: None

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 November 7, 2013 Workshop Meeting, the November 19, 2013 Special Meeting and the November 21, 2013 Business Meeting as presented.

2. **Instruction**

a. **Appointment(S) Sub Teacher per diem**

The Board of Education accepts the following individual(s) as Per Diem Substitute Teacher(s) for the current school year, at a daily rate of \$100.00 per day; and retirees at a daily rate of \$125.00 per day.:

<u>EMPLOYEE NAME</u>	<u>EMPLOYEE CERTIFICATION</u>
1. Dana N. McDonough	Childhood Ed(1-6)

b. **Appointment(S) Perm Sub**

1. The Board of Education approves the appointment of Daniel Zarchy, to the position of .4 Permanent Substitute Teacher at Mineola High School, effective October 18, 2013 to May 31, 2014. Salary: \$40 per day.

c. **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>
8/9 Musical Director	Donald Carreras	\$3,367.00
8/9 Musical Asst Director	Sarah LaSorsa(replacing Don Carreras)	\$2,141.00
8/9 Musical Choreographer	Aislinn Oliveri(replacing Barbara Peters)	\$1,427.00
8/9 Musical Technical Director	Melissa Fusco(replacing Don Carreras)	\$1,427.00

3. **Instruction: Contracted**

a. That the Board of Education accepts the IDEA Flow- Through Allocation Contracts between the following list and the Mineola UFSD for the 2013- 2014 School Year:

1. BOCES
2. Brookville Center for Children's Services, Inc.
3. Center for Developmental Disabilities
4. Cooper Kids Therapy Associates
5. The Hagedorn Little Village School
6. Harmony Heights School
7. Henry Viscardi School
8. ICCD- Interdisciplinary School for Child Development
9. Kidz Therapy Services
10. Marion K. Salomon & Associates, Inc.
11. Mill Neck Manor School for the Deaf
12. New York Therapy and Placement Services
13. School for Language and Communications
14. S.E.E.D.S of the Willistons, Inc.
15. United Cerebral Palsy Association of Nassau County, Inc.
16. Variey Child Learning Center

4. **Civil Service**

a. **Appointments**

1. That the Board of Education approve the appointment of Frances Augresani, to the position of part time Teacher Aide for the Lunchroom at the Middle School, effective January 2, 2014. Salary will be \$13.74 per hour. Probation is 26 weeks.
2. That the Board of Education approve the appointment of Susan Lynch, to the position of part time Teacher Aide for the Lunchroom at Hampton Street School, to replace Gladys Gaines, effective January 2, 2014. Salary will be \$13.74 per hour. Probation is 26 weeks.

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

1. That the Board of Education approve a paid FMLA to Alzira Goncalves, Full Time Teacher Aide at the Middle School, due to a family illness, effective January 2, 2014 through March 3, 2014.
2. That the Board of Education approve a paid Medical Leave of Absence to Patricia Rella, Teacher Aide, at Meadow Drive, due to surgery, effective January 2, 2014. This leave will be for approximately six months.
3. That the Board of Education approve a paid Medical Leave of Absence to Kenneth Williams, Custodian at Hampton Street, due to an injury to his shoulder, effective November 1, 2013 through December 18, 2013.

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

1. That the Board of Education grant a request to Kenneth Williams, Custodian at Hampton Street School, for an Unpaid Medical Leave of Absence, effective December 19, 2013 through January 1, 2014.

5. **Business /Finance**

a. **Treasurer's Report**

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

General Warrant # 9	November 13, 2013	\$ 1,580,528.69
General Warrant # 10	November 26, 2013	\$ 3,131,830.01

TOTAL EXPENSES \$4,712,358.70

PAYROLL # 9 & # 10

General	\$4,042,978.10
F Fund	\$ 61,235.69

TOTAL PAYROLL \$4,104,213.79

6. **Other**

Approval of New 2014 Standard Mileage Rate

- a. That the Board of Education approves the new 2014 IRS Mileage Reimbursement Rate for approved travel at a rate of 56 cents per mile effective January 1, 2014.

7. **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. MacMillian (ELA) Teacher Manuals- Grade 1 and Grade 2- books are in bad condition and no longer in use.

K. Superintendent's Report

Superintendent of Schools' Reports for 12/19/13

Presentations:

1. DASA- Patricia Burns

The Superintendent stated that tonight's presentation " How does the Mineola K- 12 curriculum support the District's DASA policy?" is by Patricia Burns.* This presentation can be found on the District website on the Board of Education page, under Presentations. Ms. Burns began by discussing the DASA Policy (#5330) which was adopted on June 21, 2012 *(the policy can be found on the District website, on the Board of Education page under the heading of Policies). She stated that the Board is committed to providing an educational and work environment that promotes respect, dignity and equality for all. The Board also recognizes that harassment and bullying are detrimental to student learning and achievement. Our schools' activities and curriculum support the DASA policy. Ms. Burns reviewed how each of the schools implements this policy into the curriculum.

At Hampton Street and Meadow Drive, grades K-2, the ELA and Social Studies Curriculum teach students to be considerate of others and understand the impact that each students' actions have on others. Teachers introduce the concept of "Bucket Filling" at the beginning of the school year. Ms. Burns displayed and discussed various pieces of literature which are used in the classroom to teach this idea to students K-2. Throughout the school year, students at Hampton Street and Meadow Drive participate in activities that encourage self esteem, confidence and a culture of respect in each classroom and in each school. At Hampton Street School, there is the program "Hampton Cares", which includes the Power of One Anti-bullying Assembly and Zap T Shirts standing up against bullying. At Meadow Drive School, Ms. Castillo, social worker, visits each classroom and makes a presentation about bullying and showing respect for one another. Hampton Street and Meadow Drive students demonstrate kindness and caring by helping others. Ms. Burns gave some examples: Thanksgiving Baskets for needy families, Giving Tree, Pennies for Patients, Jump Rope for Heart and Make a Wish Foundation- Letters to Santa.

At Jackson Avenue, the NYS modules and the Making Meaning Curriculum include text selections that encourage respect and dignity for all. In September, the principal kicked off the year with an assembly; "Stand Tall and Make Good Choices". During the first few weeks of school, all teachers spend time creating a culture for learning and setting expectations of respect for all, in each classroom and when using technology. Ms. Burns displayed a list of on-going activities at Jackson Avenue. These activities included: follow-up assemblies, collection for UNICEF, Thanksgiving food collection, Random Act of Kindness week and all PE classes focus on the "virtue of character".

At Mineola Middle School, the curriculum of the NYS modules and Mineola Units of Study include text selections that focus on respect and dignity for all. Ms. Burns displayed a list of the literature used in each grade to promote these themes. Mr. Gaven begins the year, by addressing students regarding the academic, social and behavioral expectations at the Middle School. He also presents the DASA law and explains the meaning to students. The school support team also speaks with students about their roles in supporting students. Ms Burns stated that the Middle School has the ROCK program which stands for Recognizing Outstanding Character in Kids. ROCK incorporates formal and informal educational opportunities. Ms. Burns presented the ongoing activities at the Middle School which include: ROCK Day; DASA Assembly; ROCK Out Day and week activities/lesson focus on trust building activities, interpersonal communication and pride and empowerment; ROCK Cards and various clubs and activities.

At the High School, the curriculum includes the courses and texts that teach students about discrimination,

persecution, dignity and equality. It encourages students to act responsibly and make good decisions as they become young adults. Ms. Burns displayed a list of some of the literature that is being used for each grade 8-12. Ms. Burns stated that it is very evident when visiting the High School, that students are respectful of one another. Ms. Burns listed some of the activities at the high school that support the DASA policy including: staff training on how to create a non-threatening, safe, and supportive environment; students take an anti-bullying pledge and participate in a number of school wide awareness program; Bully Prevention Program; Increase the Peace Club and Peer Mentoring. Ms. Burns also presented some of the numerous services activities that students are involved in through the Student Service Center. The Superintendent added that we are very fortunate to have counselors and Social workers in the building that actively address the issues of bullying, respect and dignity of all in spite of their differences. These staff members are very good at minimizing conflicts as well as mediating conflicts. The students are very comfortable with the support staff. He stated that our students are very respectful of others that are different. The curriculum is geared to address differences.

Ms. Napolitano stated that it is very impressive to see and hear this presentation. She stated that in 2005, when her daughter was searching for a college, a big selling point made by various colleges was the diversity that they offer to students. Her daughter felt that she already experienced diversity coming from Mineola. Ms. Burns stated that the culture here has been established and issues are addressed very quickly. The Superintendent stated that the increased use of technology makes it possible to avoid talking directly to others and also makes it easier to be nasty to people. But how we deal with it here makes a big difference. Ms. Burns added that the presence of staff in the halls at the High School also makes a difference. Dr. Nagler stated that Mr. Puccio is a very valuable staff member at the high school. Mr. Barnett thanked Ms. Burns for her presentation.

Superintendent Comments

The Superintendent had no additional comments this evening.

L. Public Comments

The floor was opened for public comment by Mr. Barnett. There were no comments this evening.

M. Executive Session Time: _____ p.m.

There was no Executive Session this evening.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

N. Adjournment Time: 7:50 p.m.

Motion: Nicole Matzer

Second: Patricia Navarra

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

No: None

Passed: Yes

Respectfully Submitted,

Andrea M. Paggi