

**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 - 2011-2012

- ***Educational***
 - *To increase the use of assessment data (NWEA) to inform differentiated instruction thereby increasing individual student achievement*
 - *To continue our growth as professional learning communities focusing on common formative assessments to demonstrate individual student growth*
 - *Re-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*
 - *Increase opportunities for participation in science and math research at the elementary and middle school levels*

- ***Facilities***
 - *Continue projects that incorporate "green" technologies that over time will decrease our dependency on fossil fuels*

- ***Finance***
 - *To continue the district initiative to actualize a five year plan to maintain a stable tax levy while minimizing loss of program*

DATE: March 15, 2012

LOCATION: Willis Ave. School

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

Board of Education

Christine Napolitano, President
William Hornberger, Vice President
John McGrath, Trustee
Irene Parrino, Trustee
Terence Hale, 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- Irene Parrino

D. Moment of Silent Meditation

E. Dais & Visitor Introductions- Absent: Terence Hale and John McGrath

F. High School Student Organization Report

The Superintendent introduced some special guest from the High School this evening, Mr. Owens and 3 thespians to perform a preview of next week's spring production "13". This play deals with growing up and adolescence. The thespians performed 2 songs, "What it means to be a friend" and "If that's what it is". The Superintendent thanked the group for coming this evening and encouraged everyone to attend the play either, Friday, 3/23 at 7:30pm or Saturday, 3/24 at 2pm or 7:30 pm.

The Superintendent introduced high school student, Jackie Lusardi, to discuss a special service project. Ms. Lusardi stated that the AP US History class will be holding a Pasta Dinner on Thursday, 3/29 from 6-8pm to benefit the INN and the services they provide to the community. The Superintendent asked the Board to move the next Board of Education meeting scheduled for 3/29 to the high school in order to support the cause and take part in the event. The Board was in agreement, the meeting on Thursday, 3/29 will take place at 7pm in the High School Multi-purpose room.

G. Old Business

Ms. Napolitano asked the Board if there was any old Business. Ms. Parrino asked for the status of the Meadow Drive Library project. The Superintendent stated that the plans are up in the State Education Department awaiting approval. Mr. Hornberger asked for an update on Willis Avenue and renting the space. The Superintendent stated that as part of the executive session, he would discuss parameters of lease and added that they are close to presenting.

RESOLUTION #60- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District takes from the table Resolution #32(Approval of School Calendar).

Motion: William Hornberger

Second: Irene Parrino

Discussion: Resolution #32 was previously tabled and the calendar was discussed at the last meeting.

Yes: Irene Parrino
William Hornberger
Christine Napolitano

No: None

Passed: Yes

RESOLUTION #32- BE IT RESOLVED that the Board of Education of the Mineola Union Free School District approves the 2012-2013 calendar.

Motion: William Hornberger

Second: Irene Parrino

Discussion: The Superintendent stated that Calendar Option 1 (182 days) starts before September. Students will attend classes 8/29 and 8/30. This option allows for a snow day (Friday before Memorial day). The Superintendent stated that this option provides a little wiggle room to the district. Mr. Hornberger stated that his only concern with this option is the August start date. The Superintendent stated that during these days they will try to complete NWEA benchmarking. Ms. Napolitano inquired what should a parent do if they

already have plans for those days in August. The Superintendent stated that all days are important but children will definitely be able to make up the NWEA on another day. Mr. Hornberger asked how many 1/2 days we are contractually obligated to have in the calendar. The Superintendent stated 4 and up to 7. Ms. Parrino stated that this is not the perfect choice but feels it is the best option available. Ms. Napolitano stated that at the last meeting, both Mr. Hale and Mr. McGrath were in favor of option 1, although it is not perfect.

Yes: Irene Parrino
William Hornberger
Christine Napolitano

No: None

Passed: Yes

H. New Business

I. Consensus Agenda

RESOLUTION #61-BE IT RESOLVED that the Board of Education approves the consensus agenda items I.1.a. through I.8., as presented.

Motion: William Hornberger
Second: Irene Parrino

Discussion: Ms. Napolitano asked if there is any discussion. Mr. Hornberger stated that there had been questions regarding the claims report, specifically the National Grid item. Mr. Waters explained that there were two months of billing because when the bill was sent in December, staff was not there. The district paid two months even though there was 1 invoice. Mr. Waters stated that this has never happened before. Mr. Hornberger questioned if procedurally something failed. Mr. Waters stated that he did not feel that was the case. All utility bills go to Buildings and Grounds for checking and approval. Mr. Waters stated again that this never happened before and it was a matter of timing. Mr. Hornberger stated that if Mr. Waters is comfortable with the current procedures and that this will not occur again, then he is also comfortable. Mr. Hornberger stated that another item in question was that two checks had been cut for one vendor for the same invoice. Mr. Waters stated that someone in accounts payable should have picked up that this was a duplicate, but didn't and as result one check needed to be voided. The Superintendent stated that when these things are brought up, it is proof that the Internal Auditor is doing her job and this system is working. There was no further discussion.

Yes: Irene Parrino
William Hornberger
Christine Napolitano

No: None

Passed: Yes

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of January 19, 2012 Business Meeting and February 2, 2012 Workshop Meeting as presented.

2. **Instruction**

a. Leave(s) of Absence/Child Rearing

1. That the Board of Education grants a request to Lisa Balogh-Richards, for an unpaid leave of absence, for child-rearing purposes, effective September 1, 2012 to June 30, 2013.
2. That the Board of Education grants a request to Tara Lynch, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately June 30, 2012.

b. Appointments Instruction

1. The Board of Education approves the appointment of Erica Perez-Flowers, to the position of Leave Replacement Teacher, for Barbara Peters at Willis Avenue, effective February 27, 2012 to on or before June 30, 2012. Salary: MA, Step 1, \$67,604.00 pro-rated.

c. Appointment(S) Sub Teacher per diem

The Board of Education approves the addition of the following candidates to the Per Diem Substitute Teacher List at a daily rate of pay, \$90.00:

<u>EMPLOYEE NAME</u>	<u>EMPLOYEE CERTIFICATION</u>
1. Katie Manieri	Childhood Education (Grades 1-6)
2. Ashley M. Volino	Childhood Education (Grades 1-6), Early Childhood Education (Birth-2)
3. Ashley Vaskas	Early Childhood Education (Birth - 2), Childhood Education(Grades 1-6)
4. Amanda R. Mihelic	Students with Disabilities (Grades 1-6), SWD (Birth-2), Childhood Education (Grades 1-6), Early Childhood Education (Birth-2)
5. Lucie M. McPherson	Childhood Education (Grades 1-6)
6. Mary Ann Nicole LeMonda	Special Education, Speech & Hearing Handicapped
7. Erica Perez-Flowers	Speech & Language Disabilities
8. Laurie M. Sage	Nursery/K/Grades 1-6
9. Jessica L. Gaglione	Music
10. Amanda M. Buehler	Social Studies 7-12

d. Appointment(s) Coaches

That the Board of Education approves the appointment of the following coaches for 2011-2012 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
Baseball-JV	Christopher M. Schacca	1	\$4,559.00
Baseball-Varisty-Asst	Michael A. Tavernite	1	\$4,356.00 (filling in for Barry Silverstein on LOA)

3. **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 1/1/12 to 1/31/12.

4. **Instruction: Student Actions**

- a. That the Board of Education approves the Selective Classification request for the following student:

- Emily Skupp, 8th grade student, to compete on the Varsity Softball Team for the 2011- 2012 school year.

5. **Civil Service**

a. **Appointments**

1. a. That the Board of Education approves, pending budget approval, 27 Summer Cleaners, from July 9, 2012 through August 17, 2012, at \$8.00 per hour, 7hours per day, Monday through Friday. They would be disbursed as follows:

District	3	High School	8
Middle School	5	Meadow Drive	3
Jackson Avenue	3	Hampton Street	3
Willis Avenue	2		

- b. That the Board of Education approves, pending budget approval, the following High School Summer Worker positions, to be paid at their hourly wage as per their contracts:

2 - Clericals from 07/01/2012 - 08/30/2012 to Cover Office; Assist with the Opening & Closing of School. Assist with orders. Assist with Mineola East.

1 - Student Workers from 07/01/2012 - 08/30/2012 to Barcode new books, organize the book-room, unpack new supplies, distribute Parochial school books, assist with Mineola East.

3 - Summer Workers for one week prior to School Opening for three half days & two evenings to assist with Mineola East.

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

1. That the Board of Education approve a paid Medical Leave of Absence to Lillian Rumore, full time Teacher Aide at the High School, effective March 1, 2012 through March 30, 2012.

6. **Business /Finance**

a. **Treasurer's Report**

That the Board of Education accepts the Treasurer's report for the period ending January 31, 2012 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 February 29, 2012

Warrant #15	\$ 879,292.27
Warrant #16	\$1,368,621.55
TOTAL EXPENSES	\$2,247,913.82

PAYROLL #15 & #16

General	\$4,041,548.36
F Fund	\$ 63,119.07

TOTAL PAYROLL \$4,104,667.43

7. **Business/Finance: Contract Approvals**

That the Board of Education approves Health Contracts, providing health services for Mineola resident children attending private school, between the Mineola UFSD and following applicable districts for the 2011- 2012 school year.

- UniondaleUFSD
- Syosset School District
- Jericho UFSD
- Plainview- Old BethpageCentral School District
- Hicksville School District

8. **Business/Finance: Bids**

That the Board of Education approve the joint bid for Materials & Supplies for Bus, Van & and Auto Parts with various other school districts, effective March 29, 2012.

J. Public Comments

No public comments at this time.

K. Board of Education Reports

Comments from Board President

Board Committee Report

Superintendent of Schools' Reports & Comments

Superintendent Comments

Capital Updates

Table Reports

Finance and Operations Report

Monthly Financial Report

Building and Grounds Report

Building Usage

Vandalism

Work order Status

Transportation Report

Special Reports

Public Questions - Board Committee Reports; Student Organization Report, Superintendent's Report; Table Reports (All Finance & Operations Functions); and Special Report

Superintendent Reports: The first presentation this evening is "Technology Multi-Year Purchase 2012- 2013". The Superintendent gave a history of the Multi-year purchases: Started 2006-2007, this is a 5 year plan to replace **every** piece of technology district wide (including computers, projectors, printers, whiteboards, video distribution system, servers, laptops, iPads, and netbooks). At the end of the fifth year, we will replace the items purchased in year one. The budget will remain flat and the built in replacement allows for equipment to never be older than 5 years. All equipment is purchased with a five year warranty. Hampton is currently not wired and there are no classroom centers. Over the break, work was started to wire the infra-structure and will be completed by the end of April break. The goal is for the building to be wired, 4 netbooks per class, 1 teacher workstation, 30 netbook lab in new library and interactive white boards in all subject classrooms. The plan for Meadow: classrooms will all be wired, 4 netbooks per class, 1 teacher work station, 30 netbook lab in new library and white boards in all subject classrooms. Jackson plan: This location will experience the most radical change. All computers are 5 years old and need to be replaced. There will be student stations. The Science room is still being worked on. There will also be a new mobile cart of 40 netbooks. Middle School: All students in grades 5,6 and 7 will receive iPad 2's and interactive white boards in all subject classrooms.

The Superintendent stated that Willis Avenue equipment will be redistributed throughout the district. He stated that he would like to move on the purchase of the 500 ipads, as he is nervous they will not be around too long. The Superintendent stated that he is in discussions with Senator Martins regarding getting a grant to pay for the equipment. Mr. Hornberger stated that he likes the plan to upgrade the equipment. He is curious about the movement of the 6th graders to the iPad from the netbooks. The Superintendent stated that he doesn't feel that the kids will have a problem with this move and he explained that we have seen a lot of damage with the netbooks. Our staff had to be trained to replace damaged screens. The Superintendent stated that Mr. Gaven will be at the middle school next year and is a certified Apple educator and will provide extra support. He added that he feels the iPad is better for younger children. Ms. Napolitano asked if the children will have the iPads for 3 years? The Superintendent stated that he is not opposed to the children having the iPads over the summer. It is possible that the kids will keep the same machine for 3 years. Ms. Napolitano asked how long the netbooks will be at Hampton and Meadow. The Superintendent stated that he was not looking to replace them until 2015. Mr. Hornberger inquired about how much training teachers will receive. The Superintendent stated that there will be two days in the summer and hourly classes during the year, but is not sure yet how it will be done. Mr. Hornberger stated that the Middle School PTA parents have expressed concern about the amount of time teachers have been pulled for training this year. Ms. Burns stated that contractually, we cannot mandate teachers to come for training after school. Mr. Hornberger stated that this should be looked at during negotiations.

The next presentation this evening is "Site work and New Bus Loop at the Jackson Avenue School". The Superintendent stated that the bus issue needs to be dealt with. We need to find a solution to this problem with the biggest emphasis being the safety of all. It was reported that at Jackson Avenue there is a 90% attendance on the buses daily. The Superintendent stated that he did a walk through with the architects and at that time also came up with a list of site work that was needed including the sidewalk, fence and playground. The Superintendent stated that he is about to show the group a lot of things and he stated that the Village will need to be involved in this process. The Superintendent will speak to the Village as soon as he receives direction from the Board. (This presentation can be found on the district website). The Superintendent presented financials of various options available. The base work cost is \$281,875.50. There are additional alternates that could be considered. The Superintendent is recommending that the Board consider the basework and the alternates. The Superintendent asked the Board for questions or comments. Mr. Hornberger inquired if the field would be changed at all with the modifications. The response was no. Mr. Hornberger stated that he was struggling with the multiple lanes coming down and the Superintendent stated that more than one lane is needed in order to maneuver the buses. Mr. Hornberger asked if the district can discuss with the Village the possibility of changing the direction of Jackson Avenue. The Superintendent stated that we must discuss the entire traffic flow. The Superintendent stated that the Chaminade buses are a problem. Mr. Hornberger stated that he is concerned about funding these projects. The Superintendent stated that he thinks this proposal is more safe than changing the direction in front of the building. He added that while this option is not perfect; he feels it is the safest and fastest way to move the buses. Ms. Napolitano stated that safety must be kept as the priority, however she is not yet ready to advocate for this project yet. The Superintendent stated that he had just received this proposal at 3pm and wanted to present it so changes can be made in the budget. Mr. Hornberger requested that this information go out to District Council as well as the blog in order to get so feedback.

The final presentation by Mr. Waters is "2012- 2013 Budget: 2nd Draft" (the presentation can be found on the district website). Mr. Waters reported that Mineola is permitted to increase its tax levy by 1.93% or \$1,443,803. The 2012/13 budget cannot exceed \$83,342,180. Mr. Waters discussed transfer to capitol and stated that this is not a levy expense. For the 2012/13 budget, it is recommended that a transfer of capitol of \$600,000 for the Meadow Library and Jackson Bus Loop. Mr. Waters stated that the Budget including the transfer totals \$83,942,180 and this doesn't change the Levy Cap because it is a transfer from savings. Mr. Waters discussed Budget factors: we still need to cut \$90,000. This current Draft Budget does not reflect

staffing changes as a result of closing Willis Avenue in September 2012 and we are still reconciling Special Education costs for 2012/13. Mr. Waters stated that by the next meeting on 3/29, we will be close to the final budget. The staffing will be finalized and there will be a reduction of staff. Mr. Waters stated that he is confident that we will be able to make up this \$90,000. The Board thanked Mr. Waters for his presentation.

Ms. Napolitano opened the floor again for public comments on the presentations. The first comments came from a parent, Ms. Metzger, who stated that she thought the technology presentation was wonderful. She stated that she was scared of the diagrams of the Jackson Avenue Loop and would prefer to see the buses travel in a straight line. She added that the parent parking should not be put in the mix. The next comments came from a parent, Ms. Kessler, who stated that she agrees with Ms. Metzger that if it is feasible, she would like the buses go straight down. She asked if the Schechter lease rent is reflected in the budget and it was stated that it is reflected. Ms. Kessler stated that she is very excited about the technology in the Middle School and asked about teacher training to insure that all teachers are on the same footing. The Superintendent stated that all teachers are not equal, but the new leader there is very tech-savvy and will provide the training needed to be successful. Ms. Kessler stated that she hopes that teachers will not be pulled during school for training. The next comments came from parent, Mr. Barnett who presented an alternate loop path for the buses to take, which would have the buses exit onto Marcellus. The Superintendent stated it would need to be looked at if that option would provide drivers enough space to turn the buses. The next parent, Ms. Ramos stated that many of the parking spots on Jackson are used by Chaminade and many parents park by the library and walk over to get their children. Ms. Ramos asked if this loop would still allow children access to the quiet zone during recess. Ms. Ramos stated that she is in favor of changing the direction on Jackson Avenue rather than the loop. The Superintendent stated that he does not feel that that is a safer option he also stated that he does not see less cars or parents. Another parent expressed her concern that the proposed loop would eliminate the blacktop area and quiet zones. She also stated that she is concerned for the safety of the walkers. The Superintendent stated that the loop is on the side and there would not be cars coming into the area.

The Superintendent stated that he just had a few other items to mention. He stated that on Sunday evening there was a segment on 60 Minutes about the Khan Academy and he hopes that people had a chance to view it. The Superintendent stated that he received a report on Obesity numbers and we are greater than the county numbers; he is not prepared to talk about this report yet. The Superintendent stated that he was in need of an executive session.

L. Executive Session Time: 9:55 p.m.

At 9:55 pm, a motion was made for the Board of Education to go into executive session to discuss the lease with Harbor Day Care.

Motion: William Hornberger

Second: Irene Parrino

Yes: Irene Parrino

No: None

William Hornberger

Christine Napolitano

Passed: Yes

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

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi