

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 - 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: March 17, 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 - 7:00 pm**
- B. Pledge of Allegiance**
- C. Reading of Mission- Nicole Matzer**
- D. Moment of Silent Meditation**

E. Dais & Visitor Introductions

F. High School Student Organization Report

Tonight's Student Organization report was by Chris and Felicia. Chris reported that at the High School, four classrooms have been converted to 21st Century classrooms. The old standard desks have been replaced with new high top tables and couches. On 3/31, the Minneola Macaroni Dinner will be held at the High School from 5:30- 7:00 pm. All proceeds will benefit the Mary Brennan Inn. On 2/20, the High School competed in the Robotics competition for the first time and finished in 8th place out of 25. The Environmental Club is working with the Town of North Hempstead to create a survey on the recycling program. Chris reported that there were four students at the High School who earned recognition in the 2016 Scholastic Art and Writing Awards. Felicia reported that there will be a spring college road trip to Farmingdale College on 4/14. Felicia stated that several events have taken place at the High School including: Multicultural Night, Choral Night, and Senior to Senior day. Felicia stated that "Pippin" is a great show and encouraged everyone to attend one of the performances- Friday 7:30pm or Saturday at 2:00pm and 7:30 pm. Felicia shared with the Board some of her personal experiences including reporting at the Board meetings, Marching Band and drama. She played a piece of music from her participation in the ACDA honor chorus. Felicia thanked the Board and Dr. Nagler for their support of the music students. Dr. Nagler thanked Felicia and expressed that his greatest joy as Superintendent comes from providing students with opportunities and seeing how these experiences help them. Ms. Napolitano thanked Felicia for the joy that she brings to the Board Meetings when she presents the Student Organization report. Dr. Ballantyne encouraged Felicia to always follow her passions throughout her life.

G. BOE Reports

a. Comments from Board Trustees

Brian Widman attended Jackson Avenue PTA meeting, the Meadow Drive PARP Family Reading Night and Multicultural Night. Mr. Widman thanked the custodians for their extra attention to cleaning the buildings in order to cut down on the spread of germs and illness.

Margaret Ballantyne had the opportunity to read to students during PARP and she especially enjoyed reading to the dual language group. Dr. Ballantyne experienced a fire drill while at one of the schools and was impressed with how smoothly it went. She attended the Rube Goldberg competition and saw the 7th grade girls. Dr. Ballantyne is very impressed with tonight's Art Show and looks forward to attending "Pippin".

Nicole Matzer enjoyed watching the Marching Band in the Mineola St. Patrick's Day parade. She was happy to see the large attendance at the Multicultural Night. Ms. Matzer was a guest reader for PARP at Hampton Street and Jackson Avenue. She was also present in the school for the fire drill and reported it went smoothly.

Ms. Matzer congratulated the Art Teachers on tonight's beautiful Art Show.

Patricia Navarra wished everyone a Happy St. Patrick's Day.

b. Comments from Board President

Christine Napolitano attended International Night and felt it was very impressive. She was happy to see that many faculty and families attended the event. Ms. Napolitano reported that many local businesses contributed to the evening and helped make it a success. Ms. Napolitano stated that tonight's Art Show was great and she enjoyed that students from all grades contributed to the event.

c. Comments from Superintendent

Dr. Nagler stated that tonight is another great example of an event combining the contributions of students from all grades. He added that there is a great deal of talent. Dr. Nagler reported that six students have their art work displayed at McDonalds. Dr. Nagler is looking forward to seeing "Pippin" at the High School. It was reported that the Baseball field is looking good and it should be ready for the first league game. Dr. Nagler was not able to attend the Rube Goldberg competition but he expressed how proud he is of all of the work being done and being able to host this event. Dr. Nagler thanked Mr. Interrante for all of his hard work with this event.

H. Old Business

There was no old business this evening.

I. New Business

Ms. Napolitano asked the Board if there was any new business. Dr. Ballantyne raised the issue of lead testing the water supply at the schools within the district after the recent reports of lead found in the Newark Schools. Dr. Nagler stated that testing of the water can be scheduled. Ms. Matzer stated that some parents have raised concerns about adding classrooms to buildings when we closed two schools. She stated that these concerns may have been due to some confusion from an article in a local paper. Dr. Nagler stated that there will be some capital work at Hampton Street, which was approved by the community, including a bus loop and a new all-purpose room. The Pre-K rooms which were spoken about at the last Board meeting would be built with SMART Bond money. This is money allocated to school districts by the State and can only be used for very specific categories. In the presentation, it was discussed that this money could be used to offer more full day Pre-K seats. If we plan to increase the number of seats, more space is needed. This will not cost the district anything and if we do not use the money, then we will lose it. Dr. Nagler stated he will be giving a presentation on next year's budget later in this meeting.

There was no additional discussion and the Board moved on to the resolutions for approval.

Second Reading & Adoption of Regulation #8450R- Homebound Instruction

RESOLUTION # 61- BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the second formal reading of Regulation # 8450R, Homebound Instruction, due to its availability on the information table and moves its adoption.

Motion: Margaret Ballantyne

Second: Nicole Matzer

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

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION # 62- BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.7.a., as presented.

Motion: Patricia Navarra

Second: Nicole Matzer

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

No: Yes

Passed: Yes

1. **Accepting of Minutes**

- a. That the Board of Education accepts the minutes of the March 3, 2016 Workshop Meeting as presented.

2. **Instruction**

- a. Appointment(s) Sub Teacher per diem
That 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. Jeffrey Schwartz	Social Studies 7-12

b. Appointment(S) Perm Sub

1. That the Board of Education approves the appointment of Jeffrey Schwartz, to the position of Permanent Substitute Teacher, effective March 18, 2016 to May 31, 2016. Salary: Days 1-10 \$100 per day, Days 11-20 \$110 per day, Days 21-30 \$120 per day, Day 31+ \$130 per day.

c. 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>
8th Grade Baseball	Gregory Mayo (replacing Mike Tavernite approved on 3/3/16)	1	\$4,272.00

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

- a. That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from 1/1/16- 2/29/16. Please be advised that all of the parents have received the student's IEP and a copy of their DUE process rights.

4. **Instruction: Contracted**

- a. That the Board of Education approves the Special Education Extended School Year Services Contract between the Rockville Centre USFD and the Mineola UFSD for the 2015- 2016 school year.

5. **Civil Service**

a. Appointments

1. That the Board of Education approve the appointment of Tina Deignan, to the position of Nurse Sub, effective March 21, 2016. Salary is \$125 per day.
2. That the Board of Education approve the appointment of Jennifer Smith, to the position of Clerical Sub, effective March 21, 2016. Salary is \$15.00 per hour.

b. Leave(s) of Absence

1. That the Board of Education approve an extension of her paid Medical Leave of Absence to Sara Bond, full time Teacher Aide at Meadow Drive School, effective March 2, 2016, due to additional surgery.

c. Resignation(s)

1. That the Board of Education accept, with regret, the resignation of Annette Karlewicz, full time Teacher Aide at Meadow Drive School, for the purpose of retirement, effective March 11, 2016.
2. That the Board of Education accept, with regret, the resignation of Monica A. Morrone, part time Teacher Aide at Jackson Avenue School, for the purpose of retirement, effective June 24, 2016.
3. That the Board of Education accept, with regret, the resignation of Geraldine Aiello, full time Teacher Aide at Jackson Avenue School, for the purpose of retirement, June 30, 2016.

d. Leave(s) of Absence

1. That the Board of Education grant a request to Joan DiFranco, part time Teacher Aide at Hampton Street School, for an Unpaid Medical Leave of Absence, effective March 14, 2016, due to surgery. Joan will use six of her sick days and then take an unpaid leave the remainder of her recovery.

- e. Appointment(S) Sub Teacher Aide
The Board of Education approves the following individual(s) to the position of Teacher Aide Subs, with a salary of \$13.95 per hour, effective March 21, 2016.

EMPLOYEE NAME

1. Mariela Knight
2. Francesca Hughes
3. Jennifer Smith
4. Jessica R. Spetalas

6. Business /Finance

a. Treasurer's Report

1. That the Board of Education accepts the Treasurer's report for the period ending January 31, 2016 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, 2016

A/P Warrant # 15	February 10, 2016	\$ 1,004,825.03
A/P Warrant # 16	February 24, 2016	\$ 1,159,950.38

TOTAL EXPENSES \$ 2,164,775.41

PAYROLL # 15 & # 16

General	\$ 4,074,196.07
F Fund	\$ 53,843.63

TOTAL PAYROLL \$4,128,039.70

7. Business/Finance: Contract Approvals

a. That the Board of Education approves the Health Contracts, providing health services for Mineola resident children attending non-public school, between the Mineola UFSD and the following school districts for the 2015- 2016 school year:

Bellmore School District
Garden City Union Free Public School
Hempstead Public Schools
Hicksville Public Schools
Jericho Union Free School District
Manhasset Union Free School District
Port Washington Union Free School District
South Huntington Union Free School District
Syosset Central School District
Uniondale Union Free School District
Westbury Union Free School District
West Hempstead Union Free School District

K. Superintendent's Report

Superintendent of Schools' Reports for 3/17/16

Presentations:

1. District-wide Art Show- 5:00 pm- 7:00 pm
2. 2016- 2017 Budget- 1st Draft

Tonight, Dr. Nagler presented the "2016-2017 Budget- 1st Draft". *This presentation can be found on the District website, on the Board of Education page, under the heading presentations. The Superintendent displayed the **Budget Increases:**

Current Budget 2015- 2016: 89,664,263

Draft Budget 2016- 2017: 90,864,512

\$ increase: 1,200,249

% increase: 1.34

Tax Levy Cap: -.12

Next he discussed the **2016- 2017 Estimated Revenue:**

Estimated Tax Levy: \$78,843,160

State Aid (as of 3/1/16): \$6,750,000- the Superintendent anticipates an increase in State Aid

PILOT: \$1,845,000

Other Income: \$2,526,352

Appropriated Fund Balance: \$900,000* (250,000 surplus from 2015/16 Budget and \$650,000 from Undesignated Fund Balance- this is one time spending).

The Superintendent explained the **"One Time" expenditure**. He stated that allocating monies from an undesignated fund balance is a one time expense. Therefore, since this money does not reoccur in next year's budget, we are identifying the following codes which will be reduces in the 2017- 2018 budget: \$200,000 transfer to capital; \$330,000 facilities upgrade and \$120,000 equipment. Dr. Nagler displayed two charts: Revenue Comparison 2016-2017 Budget and Major Expense Categories 2016-2017 Budget- 2 year Comparison. The major expenses include; salaries and benefits, ERS, TRS and Health.

The Superintendent presented **"What is in the Budget?"**

-All current educational and co-curricular programs

-All extra-curricular activities

-All current athletic programs

- Maintain 5 year technology plan (year 10)

Recommend:

-Increase transfer to Capital total of 1.5 million: air condition instructional spaces at Jackson Avenue; create a district storage facility at Hampton Field and renovate and construct 3 new music rooms at the High School

-Maintain \$830,000 facilities upgrade line (will finalize projects for April 7th)

-Increase equipment to \$500,000 (will finalize by April 7th)

The Superintendent asked the Board for questions or comments. Brian Widman asked what would happen if the budget doesn't pass. Dr. Nagler explained that we would go into a contingency budget and we would lose the equipment line. Dr. Nagler emphasized that we want the community to pass this negative budget. Dr. Ballantyne stated that a failed budget would cost the District more and we would get less. Ms. Napolitano commented that she can remember past years when there was no infra-structure work taking place and she is

happy to see all that we are doing. Dr. Nagler stated that he hopes to finalize the budget on April 7th and to adopt it at the Business meeting on 4/21. He reminded everyone of the change in dates of the meeting - April 19th is just the BOCES Vote, the calendar on the District website reflects the change.

Superintendent Comments

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

L. Public Comments

Christine Napolitano opened the floor to public comment; however there were none this evening.

M. Executive Session Time: 7:50 p.m.

At 7:50 pm, a motion was made for the Board of Education to go into Executive Session to discuss contract negotiations.

Motion: Nicole Matzer
Second: Patricia Navarra

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

Passed: Yes

N. Adjournment Time: _____ p.m.

Motion: _____
Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi