

**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 - 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: April 3, 2014

LOCATION: Mineola High School

OPEN WORK SESSION 7:00 p.m. Library

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 - 7:00pm

B. Pledge of Allegiance

C. Reading of Mission- Christine Napolitano

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

Ms. Matzer stated that she enjoyed the Macaroni fundraiser and it was nice to see such a large cross section of the community taking part in this event.

Ms. Navarra stated that it was good to see the students helping out the senior citizens attending the event. she also enjoyed the PTA/District Council Dinner.

Ms. Napolitano also attended and enjoyed the PTA/District Council dinner and thanked them for the thermal bag. She stated that the walk through at the Middle School was very impressive.

b. Comments from Board President

Mr. Barnett stated that "The Wedding Singer" was a great show and many of the actors have been there through their entire High School career. He stated that the current seniors are all making their final college choices this month. Mr. Barnett commented that the Apple seminar was attended by 24 school districts. He added that Dr. Nagler allowed these individuals to move throughout the building freely and it is very impressive to see all that is going on. Finally, Mr. Barnett stated that he was able to attend three games on Tuesday.

c. Comments from Superintendent

The Superintendent stated that the Apple seminar took place last Friday and he is very proud of the staff and the students. He added that he received very good feedback from all that attended. Dr. Nagler reminded everyone that the things that take place here everyday are not occurring everywhere. He is very thankful to Mr. Gaven for all of his hard work. This program is starting at Jackson Avenue and he looks forward to expanding to the other schools as well.

The Superintendent stated that the Climate Survey for the Middle School and the High School went out and the response from students and teachers has been good. He is disappointed in the poor response from parents.

Dr. Nagler stated that he also attended and enjoyed the "Wedding Singer". He stated that he has blogged about the performance and was very impressed with the acting. Dr. Nagler also looks forward to the 8/9 grade production. The Superintendent stated that the district volunteered to administer the PISA exam this year. The students were chosen for the district- 80 students, 15 year olds. He reported that 68 students took the exam and he expects that we will receive some good data this summer. The High School 11/12th grade Band performed in Albany as part of the NYSSMA kick-off. Dr. Nagler stated that for the 6th year in a row,

Mineola has been selected as best music community. The Superintendent reported that on Tuesday, a presentation was made to the parents at Meadow Drive on the new Spanish Immersion program. This program will be different than the current one at Hampton Street. He stated that we are looking to confirm the enrollment for Meadow Drive. Dr. Nagler stated he met regarding the Fuel Tank project at the high school and was told that the project would not interfere with the baseball games. It is anticipated that the project will be complete within the next two weeks, weather permitting.

Dr. Nagler thanked the Board for allowing tonight's meeting to be moved to the High School in order to support the Mineola Macaroni dinner. He stated that he was proud to reiterate the words of Jean Kelly from the INN, who stated that "no where else in Nassau or Suffolk will you see this happening". Finally, Dr. Nagler stated that he attended the District Council dinner on Monday and he congratulated the Meadow Drive PTA on winning the President's Cup and the Hampton Street PTA for winning the Spirit Award. He also added that he looks forward to attending the Meadow Drive Regatta this Saturday evening.

H. Old Business

Mr. Barnett asked the Board if there was any old business. Mr. Hornberger inquired about the RFP process and if the district can use the information gathered by BOCES. The Superintendent stated that we can use the BOCES list and this would save the District a step. Mr. Hornberger asked the Board for clarification of which RFP's to obtain information. It was decided that district would get information for: Internal Audit, Claims audit, and external audit. Mr. Hornberger asked the Board if there are any other vendors which they may be interested in reviewing. Mr. Barnett suggested that it may be time to check into architects as well and the Board was in agreement. There was no additional old business.

I. New Business

Memorandum of Agreement

RESOLUTION # 51- Be It Resolved that the Board of Education hereby approves a Memorandum of Agreement between the Mineola Union Free School District and the Mineola Clerical Association dated March 25, 2014 and be it further

Resolved that the Board of Education hereby authorizes the Superintendent of Schools and Counsel to incorporate the terms of the Memorandum of Agreement into a more formal contract document.

Motion: Christine Napolitano

Second: William Hornberger

Discussion: The Superintendent stated that it had been a long negotiation period with the Clerical unit, which he stated was partly due to the fact that they did not meet very often. The previous contract has been out since 2010. The Superintendent explained as with all of the MOA's, the goal was to create a new salary scale for new employees. He reviewed the increases for the staff included in the MOA. Dr. Nagler commends the clerical unit for agreeing to this MOA and recognizing the situation that the District is in. He stated that he is happy that they did this and proud of this MOA. Mr. Hornberger stated that the finances contained in this MOA are favorable to the district and he appreciates that the Clerical unit has settled their contract. He looks forward to settling the one final contract. Ms. Navarra stated that this looks like a good contract and congratulates everyone on settling. Ms. Napolitano thanked the Clerical unit for their hard work in settling this negotiation. Mr. Barnett stated that it has taken two years and all but one unit's contracts have been

settled. He stated that it is easy to say no but it is brave to say yes. He appreciates all of the work by Dr. Nagler and the Clerical unit. There was no further discussion.

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

No: No

Passed: Yes

J. Consensus Agenda

RESOLUTION # 52 -BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.6.a., as presented.

Motion: Nicole Matzer
Second: William Hornberger

There was no discussion.

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 March 6, 2014 Workshop Meeting as presented.

2. **Instruction**

- a. **Resignation(s)**
 1. That the Board of Education accepts the resignation of Theresa Zuccarello, Permanent Sub at Jackson Avenue, effective March 18, 2014.
- b. **Leave(s) of Absence/Medical**
 1. That the Board of Education approves a Medical Leave of Absence using sick days to Maryanne Beach, English Teacher, at Mineola High School, effective January 6, 2014.
- c. **Appointments Instruction**
 1. That the Board of Education approves the appointment of Cristina Sullivan, to the position of Spanish Leave Replacement Teacher, for Stephanie Klein, effective March 31, 2014 to on or before June 30, 2014. Salary: MA, Step 1, \$67,940 pro-rated.

d. 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.	Allyson L. Reynolds	Physical Education

e. Appointments 45 Day Subs

1. That the Board of Education approves the appointment of Nicholas Pontolillo, to the position of 45 Day Substitute Teacher for Maryanne Beach, effective January 6, 2014. Salary: Days 1-20, \$100.00, Days 21-39 \$110.00, Days 40-45 \$120, Day 46 BA, Step 1, \$58,414 pro-rated.

f. 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>
7th Grade Softball	Jillian Scinoco	1	\$3,958.00
7th Grade Girls Lacrosse	Lauren M. Sheridan (replacing Raymie Tand previously approved 1/30/14)	1	\$4,251.00
8th Graded Girls Lacrosse	Elizabeth Reilly (replacing Adrienne Koslow previously approved 1/30/14)	1	\$4,251.00

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 2/1/14- 2/28/14. Please be advised that all of the parents have received the student's IEP and a copy of their DUE process rights.

4. **Civil Service**

a. Resignation(s)

1. That the Board of Education accept the resignation of Gonzalo E. Urrutia, Bus Driver for Transportation, effective March 14, 2014.

b. Leave(s) of Absence

1. That the Board of Education approve an extension of his paid Medical Leave of Absence to Henry Holler, Cleaner at Meadow Drive, effective March 13, 2014 through April 12, 2014.

c. Reappointments

1. That the Board of Education approve the reappointment of Carolyn Lucchesi to the position of part time Greeter at the Jackson Avenue School, effective April 7, 2014. Salary will be \$10.73 on Step 3.

5. **Business /Finance**

a. **Budget Appropriation Adjustment**

1. That the Board of Education approves the acceptance of revenue for NYSSBA in the amount of \$3,284.00 and makes appropriation increase adjustments to the following Budget Code: A 2110.404.00.2330.

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

a. That the Board of Education approves Health Contracts between Mineola UFSD and the following districts, whereby Mineola UFSD provides health and welfare services for the 2013-2014 school year:

Baldwin UFSD, Bellmore-Merrick UFSD, Bethpage UFSD, Carle Place UFSD, Cold Spring Harbor Central School District, Commack UFSD, East Meadow UFSD, East Williston UFSD, East Rockaway UFSD, Elmont UFSD, Farmingdale UFSD, Floral Park-Bellrose UFSD, Franklin Square UFSD, Freeport UFSD, Garden City UFSD, Glen Cove City School District, Great Neck UFSD, Half Hallow UFSD, Hauppauge UFSD, Herricks UFSD, Hewlett-Woodmere UFSD, Hicksville UFSD, Huntington UFSD, Jericho UFSD, Lawrence UFSD, Levittown UFSD, Locust Valley Central School District, Long Beach City School District, Longwood Central School District, Lynbrook UFSD, Manhasset UFSD, Massapequa UFSD, Merrick UFSD, New Hyde Park-Garden City Park UFSD, New York City Board of Education, North Shore UFSD, Northport-E. Northport UFSD, Oceanside UFSD, Plainview-Old Bethpage UFSD, Port Washington UFSD, Rockville Centre UFSD, Roslyn UFSD, Sewanhaka Central High School District, Smithtown Central School District, South Huntington UFSD, Syosset Central School District, Valley Stream Central High School District, Valley Stream UFSD, Wantagh UFSD, Westbury UFSD.

Walk-On Agenda:

RESOLUTION # 53- Whereas: An employee whose name and position have been made known to the Board of Education in Executive Session had been employed in the District beginning on July 1, 2007, and

Whereas: Employee has not been present at his place of employment at the District since April 11, 2013, and

Whereas: Counsel for the District has been in ongoing contact with legal and labor representatives for the employee regarding the nature of employee's absence from work, and

Whereas: Counsel for the employee has communicated to counsel for the District that the employee has, in fact, retired from service with the District, although the employee has not tendered a letter of resignation for the purpose of retirement from the District, and

Whereas: The District has received information from the applicable New York State Retirement System that the employee is, in fact, retired, and

Whereas: The District wishes to engage in the usual and customary practice of selecting a permanent replacement for the retired employee, be it

Resolved: That the District hereby acknowledges and accepts the retirement of the aforementioned employee whose identity has been made known to the Board of Education in Executive Session, effective the date of the employee's retirement into the aforementioned New York State Retirement System, namely July 29, 2013.

Motion: Patricia Navarra

Second: Nicole Matzer

There was no discussion.

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

No: None

Passed: Yes

K. Superintendent's Report

Superintendent of Schools' Reports for 4/3/14

Presentations:

1. Budget Update

The Superintendent presented an update of the proposed 2014-15 budget highlights (this information can be found on the District website, on the Board of Education page, under the heading presentations). The Superintendent stated that the budget is almost finalized and the final budget will be presented at the 4/24 Business Meeting. He stated that the State budget was finalized and it has been decided that we will maintain our 1.46% levy and put the extra State funds into the budget. Dr. Nagler stated that this is the 6th year that the District has delivered a budget under 2%. The proposed levy is 1.46% with the use of \$250,000 of fund balance achieved through the teacher contract settlement. The Superintendent went through some of the budget highlights: Curricular Enhancements- expand the existing Pre-K program to 5 day 1/2 day for all students; outsource UPK to Harbor Day Care to offer 54 full day seats- to be decided by lottery. An information meeting is scheduled for May 6th at Harbor Day Care/ Wills Avenue and the pre-k registration has been accelerated. The lottery will be held on May 8th. The District will expand the dual language program into Jackson and create a Spanish Immersion program at Meadow Drive. There will be a continuation of Pre-K through Grade 2 Kid Knowledge hands on science program as well as continuation of science laboratory for grades 3-7. Also included in the budget is the expansion of ipads to K- 2 in classroom center, which will be achieved with the use of the management efficiency grant. Operational: Vehicles- continue the 5 yr. Bus Replacement plan and replace 2 large buses. A new truck will be purchased for facilities including a new plow and sander. Facility Upgrades: new seats and floors for the Middle School Auditorium; new public address system for Hampton Street; expand district wide monitoring to include water, temperature and boiler alerts; air conditioning for non-instructional spaces at Meadow, Hampton and Jackson; and maintain a 4% fund balance. Equipment (allocated \$217,000)- includes new gym padding for Meadow Drive, new furniture for pre-k rooms, new equipment for HS science research laboratory, tire replacement equipment for bus garage, new facility truck, replacement desk and chairs district wide, spin cycles for HS fitness center, musical instrument replacement and computer hardware. The Superintendent gave some staff recommendations which include not replacing all of the retirees and hiring a P/T Drug and Alcohol Social Worker at the High School, utilizing some of the grant money. Dr. Nagler stated that he feels that this proposed budget is well in line with the goal of not exceeding the allowable tax levy while continuing to maintain and enhance all of our programs. He thanked Mr. Waters and Ms. Burns for all of their work to help the school system run well.

Mr. Hornberger asked the Superintendent for the plan for the use of ipads in the 8th grade. The Superintendent stated that they will continue to roll out the ipad program and the current 8th graders have expressed their unhappiness this year. There was a meeting with the ILs about a pilot program. The Superintendent stated that they need to set-up a different program for the 8th grade. Mr. Hornberger asked if we have the generator yet for the NOC and the Superintendent stated that it is in this year's budget. Ms. Matzer thanked Dr. Nagler, Mr. Waters and Ms. Burns for all of their hard work and for keeping the District moving forward. Ms. Napolitano asked the Superintendent for an explanation of the article in the paper regarding the Governor proposing a \$2 billion bond for expanding technology in the school districts. The Superintendent stated that this something that will be voted on and he cannot figure out how the amounts per District are determined. He added that there may be the possibility of using that money for pre-k expansion. Dr. Nagler stated that nothing is definite and this is a wait and see issue. Mr. Barnett thanked Mr. Waters for his diligence and hard work.

Superintendent Comments

The Superintendent had no additional comments this evening, but stated that he is in need of an executive session to discuss an employee disciplinary matter.

L. 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 the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion: Christine Napolitano

Second: Nicole Matzer

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

No: None

Passed: Yes

M. Adjournment Time: _____ p.m.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi