

**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

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**DATE: May 17, 2016**

**LOCATION: Jackson Avenue School**

**OPEN WORK SESSION**

**8:00 p.m. Library**

**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 - 8:05 pm**
- B. Pledge of Allegiance**
- C. Reading of Mission-** Nicole Matzer
- D. Moment of Silent Meditation**
- E. Dais & Visitor Introductions**

Absent: Patricia Navarra

#### **F. High School Student Organization Report**

There was no Student Organization report this evening.

#### **G. BOE Reports**

##### **a. Comments from Board Trustees**

Brian Widman had no report this evening.

Margaret Ballantyne enjoyed the 6th grade concert and thanked those in the community who came out today to vote.

Nicole Matzer stated that the concert season has begun and she looks forward to seeing them. She visited the STEAM day at Meadow Drive. Ms. Matzer wished everyone a Happy Memorial day.

##### **b. Comments from Board President**

Christine Napolitano went to STEAM day at Meadow Drive and loved to see the fun activities and the enthusiasm of the kids. She is happy for the community members that came out to vote today.

##### **c. Comments from Superintendent**

Dr. Nagler attended the STEAM Day at Meadow today and added that STEAM day at Hampton Street will take place on Thursday. He stated that the student activities going on were very innovative and creative. Dr. Nagler was very impressed with the teachers. He looks forward to the upcoming concerts and the Honor Society Inductions. The Boys' lacrosse team was in the playoffs today at Hofstra, however they lost. Dr. Nagler gave kudos to Coach Cocoman. The Superintendent reported that the annual tenure recognition will take place at the June 2nd Workshop meeting. He also hopes to have all vacant positions appointed at the 6/16 Business Meeting. Dr. Nagler is happy to report that there were many impressive candidates for all positions.

#### **H. Old Business**

Christine Napolitano asked the Board if there was any old business. Mr. Widman inquired if the Pre-K lottery had taken place. Ms. Burns reported that it took place last week and 55 children received full day Pre-K and the rest of the list of names were sent to Hampton Street and Meadow Drive for half day stops. Ms. Napolitano asked the Superintendent for an update of construction projects. Dr. Nagler reported that the window project will start at Hampton Drive tomorrow night and all work will be completed after hours. We are currently waiting on the doors. At Jackson Avenue, we are still waiting on the delivery of the doors and windows. There will be an update on the High School track later in the meeting.

## **I. New Business**

### **Policy- Second Reading and Adoption of Revised Board Policies**

**RESOLUTION # 74 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD waives the second formal reading of the following Revised Board Policies due to their availability on the information table and moves their adoption:

Policy # 1650- Submission of questions and Propositions at the Annual Meeting and Election and Special District Meeting

Policy # 3420- Non-Discrimination and Anti-harassment in the School District

Policy # 5220- District Investments

Policy # 5630- Facilities: Inspection, Operation & Maintenance

Policy # 5661- Wellness

Policy # 5674- Data Networks and Security Access

Policy # 5675- Student Grading Information Systems

Policy # 6110- Code of Ethics

Policy # 6120- Equal Employment Opportunity

Policy # 6121- Sexual Harassment of District Personnel

Policy # 6122- Employee Grievances

Policy # 6130- Evaluation of Personnel

Policy # 6161- Conference/ Travel Expense Reimbursement

Policy # 6215- Probation and Tenure

Policy # 6216- Disciplining of a Tenured Teacher or Certified Personnel

Policy # 7121- Diagnostic Screening of Students

Policy # 7130- Entitlement to Attend

Policy # 7131- Education of Homeless Children and Youth

Policy # 7132- Non-Resident Students

Policy # 7210- Student Evaluation, Promotion and Placement

Policy # 7220- Graduation Requirements/Early Graduation/Accelerated Programs

Policy # 7222- Diplomas and/or Credential Options for Students with Disabilities

Policy # 7240- Student Records: Access and Challenge

Policy # 7320- Alcohol, Tobacco, Drugs and Other Substances (Students)

Policy # 7420- Sports and Athletic Program

Policy # 7530- Child Abuse and Maltreatment

Policy # 7550- Dignity for All Students

Policy # 7551- Sexual Harassment of Students

Policy # 7650- Identification and Register of Children with Disabilities (Child Find)

Policy # 8130- Equal Educational Opportunities

Policy # 8211- Prevention Instruction

Policy # 8280- Instruction for English Language Learners

**Motion:** Margaret Ballantyne

**Second:** Nicole Matzer

Discussion: These policies represent revisions suggested by Erie 1 BOCES for this year. Dr. Nagler stated at the upcoming meetings there will be 2 more policies and 3 regulations for adoption to bring the District up to date for the school year. There was no additional discussion.

**Yes:** Brian Widman

**No:** None

Margaret Ballantyne  
Nicole Matzer  
Christine Napolitano

**Passed:** Yes

**Receipt of Internal Auditor's Agreed Upon Procedure Report**

**RESOLUTION # 75 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD hereby acknowledges receipt of the Internal Auditors Agreed Upon Procedures Report previously reviewed by the Audit Committee.

**Motion:** Nicole Matzer

**Second:** Brian Widman

Discussion: The Superintendent stated that the AUD report this year focused on Transportation and it was one of the best reports received. Dr. Nagler and Mr. Waters stated that this audit went very well and it was due in part to Mr. Gilbert's hard work. There was no additional discussion.

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Christine Napolitano

**No:** None

**Passed:** Yes

**Receipt of Internal Auditor's Risk Assessment Report**

**RESOLUTION # 76 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD hereby acknowledges receipt of the Internal Auditors District's Risk Assessment Report previously reviewed by the Audit Committee.

**Motion:** Margaret Ballantyne

**Second:** Brian Widman

Discussion: The Superintendent stated that this year, the auditors found that many items from the past year have been closed. Mr. Waters added that Donna and Annette were very instrumental in getting this done. Ms. Napolitano stated that these were the best reports that she has seen in seven years. Dr. Ballantyne thanked Jack Waters and his staff for their hard work and cooperation during these audits. There was no additional discussion.

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Christine Napolitano

**No:** None

**Passed:** Yes

## J. Consensus Agenda

**RESOLUTION # 77 - BE IT RESOLVED** that the Board of Education approves the consensus agenda items J.1.a. through J.7.b., as presented.

**Motion:** Nicole Matzer  
**Second:** Margaret Ballantyne

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Christine Napolitano

**No:** None

**Passed:** Yes

### 1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of the May 5, 2016 Budget Hearing/Workshop Meeting as presented.

### 2. Instruction

#### a. Appointments Instruction

1. That the Board of Education approves the appointment of Carina Waldman, to the position of Psychologist with Bilingual Education Extension, effective September 1, 2016. Salary:: MA+60, Step 6, \$93,550.00. Probationary Period: September 1, 2016 to August 31, 2019.
2. That the Board of Education approves the appointment of Michelle Martins, to the position of Speech Teacher, effective September 1, 2016. Salary: MA, Step 1, \$68,282. Probationary Period: September 1, 2016 to August 31, 2020.

#### b. 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 days 0-10, \$110 days 11-20, \$120 days 21-30, \$130 day 31+; and retirees at a daily rate of \$125.00 per day, \$130 per day after 30 days.:

#### EMPLOYEE NAME

#### EMPLOYEE CERTIFICATION

1. Angela Cipriano Childhood Ed(1-6), SWD(1-6)

#### c. Appointment(S) Summer Special Education

That the Board of Education approves the following staff members for the Summer Special Education Program

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
1.	Teacher	Erica Derlath	1	\$58.14 per hour
2.	Teacher	Stephen Mitchell	3	\$68.31 per hour
3.	Teacher	Kathryn Haberman	3	\$68.31 per hour
4.	Teacher	Andrew Smith	3	\$68.31 per hour
5.	Teacher	Stephanie Kelly	1	\$58.14 per hour
6.	Teacher	Jillian Vento	3	\$68.31 per hour
7.	Teacher	Greg Greer	3	\$68.31 per hour
8.	Teacher	Lauren Siemann	1	\$58.14 per hour
9.	Teacher	Bruce M. Vatske	3	\$68.31 per hour

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
10.	Teacher	Jamie E. Ackerman	1	\$58.14 per hour
11.	Teacher	Emily Mooney	1	\$58.14 per hour
12.	Teacher	Joan Eisele-Cooper	3	\$68.31 per hour
13.	Speech Teacher	Erica Perez-Flowers	3	\$68.31 per hour
14.	Speech Teacher	Daniela Cavalieri	1	\$58.14 per hour
15.	Speech Teacher	Lauren Reiff	3	\$68.31 per hour
16.	Speech Teacher	Diane Rodocker	3	\$68.31 per hour
17.	Occ. Therapist	Vasilis Nomikos	3	\$68.31 per hour
18.	Occ. Therapist	Maureen Mekeel	3	\$68.31 per hour
19.	Occ. Therapist	Tara Lynch	3	\$68.31 per hour
20.	Psychologist	Manuel A. Romero	3	\$68.31 per hour
21.	Sub Teacher	Alyssa V. Puccio	2	\$63.19 per hour
22.	Sub Teacher	Daniel McAree	1	\$58.14 per hour

3. **Instruction: Contracted**

- a. That the Board of Education approves the Annual Related Services Agreement between the Mineola UFSD and Gayle E. Kligman Therapeutic Resources for the 2016- 2017 school year.
- b. That the Board of Education approves the license agreement between the Mineola UFSD and the SCOPE Education Services for the PSAT/SAT Preparatory Program for the 2016- 2017 school year.

4. **Instruction: Other**

- a. That the Board of Education approve the following positions for the self-funded 2016 Summer Music Program:
  - 5 Music Teachers
  - 1 Dance Teacher
  - 2 Drama Teachers
  - 2 Student Workers

5. **Civil Service**

a. Resignation(s)

1. That the Board of Education accept the resignation of Maria Cunha, Lunch Aide at Jackson Avenue School, effective May 16, 2016.

b. Section 211

1. That the Board of Education approve the authorization for the Superintendent of Schools to sign the waiver of a Section 211 for James G. Gallagher, Bus Driver, in order for him to continue to work for the Mineola UFSD for the period of November 1, 2016 through December 31, 2016.
2. That the Board of Education approve the authorization for the Superintendent of Schools to sign the waiver of a Section 211 for Anthony C. Reid, Bus Driver, in order for him to continue to work for the Mineola UFSD during the period of January 1, 2014 through February 29, 2016.

c. Appointment(S) Summer Special Ed Teacher Aides

That the Board of Education approves the following staff members for the Summer Special Education Program:

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>SALARY</u>	<u>EFFECTIVE</u>
1.	Teacher Aide	Gladys Cuzco	\$29.30	07/05/2016

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>SALARY</u>	<u>EFFECTIVE</u>
2.	Teacher Aide	Diane Ricciardi	\$17.57	07/05/2016
3.	Teacher Aide	Marianne Wachter	\$21.35	07/05/2016
4.	Teacher Aide	Melanie Reif	\$24.75	07/05/2016
5.	Teacher Aide	Angela. Hagan	\$20.54	07/05/2016
6.	Teacher Aide	Rosina Sarno	\$23.86	07/05/2016
7.	Teacher Aide	Lorena Romano	\$27.89	07/05/2016
8.	Teacher Aide	Nancy Gessner	\$21.38	07/05/2016
9.	Teacher Aide	Kathy Polumbo	\$21.99	07/05/2016
10.	Teacher Aide	Marie Sallie	\$32.02	07/05/2016
11.	Teacher Aide	Marilyn Pisano	\$29.30	07/05/2016
12.	Teacher Aide	Carla Attard	\$21.38	07/05/2016
13.	Teacher Aide	Janine Miller	\$14.37	07/05/2016
14.	Teacher Aide	Barbara Miller	\$29.30	07/05/2016
15.	Teacher Aide	Joseph Lloyd	\$19.72	07/05/2016
16.	Teacher Aide	Judith Granath	\$31.09	07/05/2016
17.	Teacher Aide	Donna Coulon	\$31.09	07/05/2016
18.	Teacher Aide	Maura Hanretty	\$14.59	07/05/2016
19.	Teacher Aide	Cathy LaRock	\$14.59	07/02/2016
20.	Teacher Aide	Kathleen Aiello	\$24.75	07/05/2016
21.	Teacher Aide Sub	Michael DeSantis	\$13.95	07/05/2016
22.	Teacher Aide Sub	Robin Stephens-Roach	\$13.95	07/05/2016
23.	Teacher Aide Sub	Bindu Belani	\$13.95	07/05/2016
24.	Teacher Aide Sub	Concetta Ribeiro	\$13.95	07/05/2016
25.	School Monitor Sub.	Concetta Ribeiro	\$10.15	07/05/2016
26.	Teacher Aide Sub	Marisse Hargrove	\$13.95	07/05/2016
27.	Typist Clerk	Madeline Cegelski	\$21.25	07/05/2016
28.	Typist Clerk Sub	Bindu Belani	\$15.00	07/05/2016
29.	Registered Nurse	Andrea Murphy	\$36.27	07/05/2016
30.	Registered Nurse Sub.	Celeste Cirigliano	\$19.23	07/05/2016
31.	School Monitor	Donna Babich	\$13.68	07/05/2016

d. Appointment(S) Summer Special Ed Teachers-In-Training

That the Board of Education approves the following Teachers-In-Training for the Summer Special Education Program:

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>SALARY</u>	<u>EFFECTIVE</u>
1.	Student Worker	Brian L. Dorfman	\$9.00	07/05/2016
2.	Seasonal Worker	Kelsey Baumann	\$9.00	07/05/2016
3.	Seasonal Worker	Shannon Timlin	\$9.00	07/05/2016
4.	Seasonal Worker	Daniela Galimi	\$8.50	07/05/2016
5.	Seasonal Worker	Amanda Kiewe	\$8.50	07/05/2016
6.	Seasonal Worker	Raffaele DelliGatti	\$8.50	07/05/2016

6. Business /Finance

a. Treasurer's Report

1. That the Board of Education accepts the Treasurer's report for the period ending March 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 April 30, 2016

A/P Warrant # 19	April 06, 2016	\$ 651,932.02
A/P Warrant # 20	April 20, 2016	\$ 369,394.60

**TOTAL EXPENSES \$ 1,021,326.62**

PAYROLL # 19 & # 20

General	\$ 4,050,755.13
F Fund	\$ 51,248.41

**TOTAL PAYROLL \$4,102,003.54**

c. **Budget Appropriation Adjustment**

1. That the Board of Education approves the transfer of funds, in the amount of \$50,000 from Budget code: 9010-800-00-8096 to Budget code: 1621-418-00-0000 to complete the cost of High School Fab Lab project.

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

a. That the Board of Education approves the Fund Surplus Resolution Agreement and Release between the Mineola UFSD and the Board of Cooperative Educational Services Rensselaer-Columbia- Greene Counties (Questar III).

b. That the Board of Education approves the Extention and Amendment of the Benefits Consulting Agreement between Seneca Consulting Group and the Mineola Union Free School District for the 2016- 2017 school year.



**Walk-On Agenda Items:**

**Approval of Memorandum of Agreement**

**RESOLUTION # 78 - BE IT RESOLVED** that the Board of Education approves the Memorandum of Agreement between the Mineola UFSD and the Nassau County Board of Elections for Election Services and authorizes the Board President to execute said agreement.

**Motion:** Nicole Matzer

**Second:** Margaret Ballantyne

Discussion: Dr. Nagler stated that this agreement with the Board of Election was very long and involved; unlike in years past. As a result, the District lawyer reviewed it prior to it being put forth for approval of the Board. There was no further discussion.

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Christine Napolitano

**No:** None

**Passed:** Yes

**Awarding of Project**

**RESOLUTION # 79 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves the awarding of the Mineola High School Track and Field Project to the Landtek Group, Inc., Project # 28-04-10-03-0-007-018, based on the Letter of Recommendation provided by Mark Design Studios. The Purchasing Authority is Nassau County General Requirements Contract # H666302U. The amount of the award is \$1,799,239.47.

**Motion:** Brian Widman

**Second:** Nicole Matzer

Discussion: Prior to the Board vote on this resolution, the Superintendent displayed the diagram of the High School Track and Field as planned. \*This diagram can be seen on the District website on the Board of Education page under presentations. He stated that the field will be used for lacrosse, football, soccer and the marching band. The plan is to begin work the Monday after classes end, 6/13 and the hope is to have it complete by 8/25. The Board expressed that they like the color scheme as presented. There was no further discussion.

**Yes:** Brian Widman  
Margaret Ballantyne  
Nicole Matzer  
Christine Napolitano

**No:** None

**Passed:** Yes

**BOCES Technology Agreement**

**RESOLUTION # 80 - BE IT RESOLVED THAT** THE BOARD OF EDUCATION OF THE MINEOLA UFSD APPROVES THE AGREEMENT BETWEEN MINEOLA SCHOOL DISTRICT AND BOARD OF COOPERATIVE EDUCATIONAL SERVICES (PROJECT# 18-568385 DATED 5-17-2016) TO FIND THAT:

- i. the use of the Equipment and the District's participation in the Instructional project is essential to the District's proper, efficient and economic operation of its education program to be supported by the Equipment, and is necessary to maintain the District's educational program; and that
- ii. the expenses arising under this Agreement constitute expenses necessary for providing educational services and the transaction is in the best financial interests of the School District because it enables the District to utilize the equipment in a cost effective and economic manner.

AND TO APPROVE AN ASSIGNMENT OF CO-SER AGREEMENT BETWEEN THE MINEOLA SCHOOL DISTRICT AND THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF NASSAU COUNTY ARISING UNDER THE AGREEMENT FOR TECHNOLOGY PROGRAM PROJECT # 18-568385 TO REPLACE OBSOLETE COMPUTER EQUIPMENT at:

Jackson Avenue School 300 Jackson Avenue, Mineola, NY 11501

Mineola High School 10 Armstrong Road, Garden City Park, NY 11040

AND TO AUTHORIZE THE BOARD PRESIDENT TO SIGN THE APPROPRIATE ASSIGNMENT AND SUCH OTHER DOCUMENTS AND AGREEMENTS AS MAY BE NECESSARY TO EFFECT THE TRANSACTION SUBJECT TO LEGAL COUNSEL REVIEW.

**Motion:** Nicole Matzer

**Second:** Margaret Ballantyne

Discussion: Prior to the vote on this resolution, Dr. Nagler presented the "Technology Equipment Purchasing Plan for 2016-2017". \*Please see the Superintendent's Report section for the minutes of this presentation. Following the presentation, the Board was polled on this resolution.

**Yes:** Brian Widman

Margaret Ballantyne

Nicole Matzer

**No:** None

**Passed:** Yes

## **K. Superintendent's Report**

### Superintendent of Schools' Reports for 5/17/16 Presentations:

#### 1. Technology Plan

Tonight, Dr. Nagler presented the "Technology Equipment Purchasing Plan for 2016- 2017" and it can be found on the District website, on the Board of Education page under the heading presentations. The Superintendent started by displaying a hypothetical example of how the 10 year plan works and explained the benefits of this type of plan. Dr. Nagler explained the iPad replacement plan to the Board:

- The expected life of the iPad is five years with a case.
- The plan is to have the seniors iPads declared "obsolete" when they graduate. After we establish market value, seniors would be allowed to purchase their iPad if they wish or we would sell them back to the company. We would require new devices for 8th graders.
- New devices will be issued to 3rd grade students when entering Jackson Avenue.
- This plan purchases 500 iPads: 200 for grade 3; 200 for grade 8; 100 for teacher replacement as well as Mac Book Airs for the Fab Lab.

Dr. Nagler stated that at the next Board meeting, the iPads will be declared obsolete and the seniors can purchase them for \$50 if they would like them. He stated that we are in the process of preparing to let students have their iPads over the summer. For Jackson Avenue and Middle School students, the inventory will be completed quickly and contracts will be sent out. They will have the devices for the entire summer. Tonight, the Board will be voting on the approval of Apple purchasing and on June 2nd there will be another vote for all other equipment. The equipment includes; 35 new projectors with ceiling mounts, 125 Chrome books with carts, new switchers, new servers and new PC laptops for Fab Lab.

### Superintendent Comments

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

## **L. Public Comments**

Ms. Napolitano opened the floor to public comment; however there were none tonight.

**M. Executive Session Time: 8:50 p.m.**

At 8:50 pm, a motion was made to for the Board of Education to go into Executive Session to discuss the AMSA contract.

**Motion:** Nicole Matzer

**Second:** Brian Widman

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

**Passed:** Yes

**N. Adjournment Time: \_\_\_\_\_ p.m.**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Yes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**No:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Passed:** \_\_\_\_\_

**Respectfully Submitted,**

**Andrea M. Paggi**