

**MINEOLA UNION FREE SCHOOL DISTRICT  
MINEOLA, NY**

**Budget Hearing/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.

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**DATE: May 8, 2014**

**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- William Hornberger**

**D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions**

Absent- Jack Waters

Guests: Matthew Gaven, Andrew Casale and Lindsay Spanhake

**F. High School Student Organization Report**

There was no Student Organization report this evening.

The Superintendent stated that tonight, he has invited Lindsay Spanhake, who was recently selected as Middle School Mathematics Teacher of the Year. Mr.Gaven, Middle School Principal, stated that he is truly thankful to have Ms. Spanhake at the Middle School. Her plans are meticulous and she is truly committed to her students. Mr.Gaven added that she is outstanding in the classroom and outside of it and he congratulated Ms. Spanhake on her award. The Superintendent described Ms. Spanhake as peppy, enthusiastic and hard working. It is no surprise to him that she has been formally recognized. Mr. Barnett has heard nothing but positive accolades for Ms. Spanhake. He stated that every student has one teacher that inspires them and he believes that Ms. Spanhake will be one of those teachers. Ms. Matzer stated that her son does not like math, but he loves Ms. Spanake and goes to lunch lab with her regularly. Mr. Hornberger stated that from his personal experience, Ms.Spanhake is meticulous, peppy, full of energy and enthusiasm. Ms. Spanhake is a role model. Mr. Hornberger thanked Mr. Casale and Mr. Gaven for recommending Ms. Spanhake for this award. Mr. Barnett also stated that he wanted to congratulate Ms. Spanhake's parents who were in attendance this evening. Lindsay Spanhake was introduced and stated that she always wanted to be a teacher and she is very honored to receive this recognition.

**G. BOE Reports**

**a. Comments from Board Trustees**

Nicole Matzer thanked the District Council for sponsoring "Meet the Candidate". She also thanked the PTA units for supporting the Budget that has been put forth by the District. She attended the 5th grade concert last night and they sounded wonderful. Ms. Matzer added that she looks forward to attending the upcoming concerts and play. She wished the 7th grade good luck on their trip to Washington DC.

Patricia Navarra thanked District Council for all of their hard work in getting out the Budget information to the community.

Christine Napolitano is looking forward to attending the first Baseball playoff game at Mineola High School this Saturday.

**b. Comments from Board President**

Mr Barnett thanked District Council for hosting "Meet the Candidate" and getting out the Budget information. He is looking forward to attending the production of "Mulan".

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

The Superintendent stated that a scene from "Mulan" was showcased at "Meet the Candidate" night and he looks forward to attending the show. There were small Budget meetings held at Meadow Drive and Hampton Street at 4:00pm this week. The UPK lottery was held and 125 children registered and there are 54 seats available for 5 day/ full day UPK. All others will receive 5 day, 1/2 day pre-k. Ms. Burns added that parents are thrilled with this and many attended the meeting at Harbor on Tuesday evening. The Superintendent stated that this is something that is wanted by many families.

The Superintendent would like to send out his condolences to the Hardy family on behalf of the Board. Fran Hardy, a long time secretary at the High School, passed away unexpectedly and she will be missed.

The Superintendent sent out his congratulations to AJ Hepworth, Science IL, whose dissertation has been accepted. Mr. Hepworth did a study on eSpark and its effects on Middle School students and found positive results. Dr. Nagler stated that the girls' Varsity Softball team has a playoff game tomorrow at Floral Park; the boys Varsity Baseball team playoff game is Saturday at the High School; and the boys Varsity Lacrosse team is one win away from making the playoffs at Hofstra. Finally, the Budget Vote is Tuesday, May 20th from 6am to 9pm.

### **H. Old Business**

Mr. Barnett asked the Board if there was any old business. Mr. Hornberger stated that he has received many emails regarding the status of a turf field and asked if the Board had made any plans yet. The Superintendent stated that he would like to have a turf field, but the District will need to plan the timing and the funding for this to occur. He explained that the cost of a turf field is very high and the District does not have any luck with floating a bond. There has done a great deal of work throughout the District since 2006 without bonds. In order to put in a turf field (cost approximately \$2 million), the District will need to build the Capitol Reserve. We need to see in June what if any the District surplus is and determine how it will be spent. He may recommend a design by the architect. Mr. Hornberger wants to be sure that a dialogue will happen. Mr. Barnett stated that the Board recognizes the benefits of having a turf field, but it is a big investment. He would like to also see a track as well as a field. Mr. Barnett agrees that starting to plan is a good idea. Mr. Barnett asked if the fueling depot is on schedule and the Superintendent stated that it is on schedule.

Mr. Barnett inquired if there were any issues with the administering of the State Math test. The Superintendent stated that for the Math test, teachers and administrators felt that the test was fair and the Math test was very different than the ELA test. It was felt that the students were well prepared; where it was not as clear with the ELA test. Dr. Nagler was proud of students and the staff. Finally, the Superintendent stated that he will be sending out an update of the Summer Program numbers to the Board tomorrow in the Friday report. There was no other old business.

## **I. New Business**

### **Cooperative Transportation Agreement**

**RESOLUTION # 60-** **WHEREAS**, a number of public school districts in Nassau County wish to jointly solicit proposals, together with the Nassau Board of Cooperative Educational Services ("BOCES") for pupil transportation services for the 2014-2015 school year and Summer 2014 (and any renewal period) in accordance with the applicable provisions of General Municipal Law;

**WHEREAS**, the public school districts and the BOCES have agreed to form a Cooperative (the "Cooperative") for this purpose;

**WHEREAS**, the Mineola School District is desirous of participating in the Cooperative for joint solicitation of proposals for pupil transportation services as authorized by General Municipal Law, Section 119-0 in accordance with the terms and conditions of the Inter-Municipal Cooperative Transportation Agreement attached hereto;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Education authorizes the Mineola School District to participate in the Cooperative; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby approves the Inter-Municipal Cooperative Transportation Agreement attached hereto and authorizes the Board President to execute the Agreement on behalf of the Board of Education.

**Motion:** Christine Napolitano

**Second:** Nicole Matzer

Discussion: The Superintendent stated that every year there is a BOCES cooperative for the buses. This year is different, all the Districts got together to look if neighboring districts could do each others runs. This would be a money saver for districts. He added that 11 districts out of a total of 56 have their own buses. Mr. Hornberger asked how the children would be affected by this and the Superintendent stated that the time of the runs should be faster. Mr. Barnett feels that this will save money and it is important that we will be working cooperatively with other districts. He also wonders if this will begin to happen more often with the tax cap. There was no further discussion.

**Yes:** William Hornberger  
Nicole Matzer  
Patricia Navarra  
Christine Napolitano

**No:** None

Arthur Barnett

**Passed:** Yes

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

**RESOLUTION # 61- BE IT RESOLVED** that the Board of Education of the Mineola UFSD hereby acknowledges receipt of the Internal Auditors Agreed Upon Procedures Report related to the District's Purchasing previously reviewed by the Audit Committee.

**Motion:** Patricia Navarra

**Second:** William Hornberger

Discussion: The Superintendent stated that the Internal Auditors completed an audit of the District's purchasing and risk assessment (#61 and #62). At the last executive session, the auditors presented their findings. Once approved, Mr. Waters must file a corrective action plan within 90days.

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

**No:** None

**Passed:** Yes

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

**RESOLUTION # 62- 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:** Nicole Matzer

**Second:** William Hornberger

Discussion: Mr. Hornberger stated that many items have been cleared from previous audits and he gave kudos to Mr. Waters and his team. He added that there were not a lot of new items and the district is moving in a good direction. There were no substantial or big issues reported.

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

**No:** None

**Passed:** Yes

**BOCES Technology Agreement**

**RESOLUTION # 63- 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 # 16-425772 DATED 5-8-2014) TO FIND THAT:

- i. the use of the Equipment and the District's participation in the Administrative 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 ordinary contingent 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 # 16-425772 TO REPLACE OBSOLETE COMPUTER EQUIPMENT at:

Destination Building Name	Building Address
<u>Willis Avenue School</u>	121 Jackson Avenue; Mineola, NY 11501

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:** Christine Napolitano  
**Second:** Patricia Navarra

Discussion: The Superintendent stated that in the budget, over the past nine years, there has been an expenditure for technology. This is a multi-year purchase of \$500,000 worth of equipment. The District contracts with BOCES, which goes out and sets up the five year financing of this purchase. It was stated that there are some fees involved with this service. Dr. Nagler stated that the \$500,000 sounds like a large number, it is spread over the 5 years, for a total of \$106,000 per year for five years. He added that this amount is actually less than the amount which has been budgeted. Normally, the District would purchase new items to replace the equipment which is 5 years old. This year is different, technology is better and the District will be moving towards virtualization; which will use current desk tops and servers. At this point the Superintendent showed a video to the Board about virtualization. This video can be found on the following website: <https://www.youtube.com/watch?v=2XK1ZseX2Co>. After viewing the video, the Superintendent stated that with this project there is the capability of having 3000 clients on the servers which we are

installing. Any device can receive a student's desktop. Ms. Napolitano asked what this project means for the I pads and the Superintendent stated that the desktops can be on the Ipads. Dr. Nagler stated that next year, there is no change for the 8th/9th grade and they will still use Ipads, but it could change the following year. Mr. Barnett stated that he loves the idea that the PC will never become obsolete; it will serve a new purpose. The Superintendent stated that everything is saved and backed up; you will be able to bring up your desktop where ever you are. There was no additional discussion and the Board was polled on the resolution.

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

**No:** None

**Passed:** Yes

### **Stipulation of Settlement**

**RESOLUTION # 64- BE IT RESOLVED** that the Board of Education hereby authorizes the Superintendent of Schools to execute a Stipulation of Settlement with an employee whose identity has been made known to the Board of Education in Executive Session and the UPSEU, the contents of which have been reviewed by the Board in Executive session.

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

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

**Discussion:** The Superintendent stated that it is necessary to table this item due to the fact that the paperwork is not all available at this time.

Arthur Barnett made a **motion** to table resolution #64 at this time and was **second by** William Hornberger.

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

**No:** None

**Passed:** Yes

## J. Consensus Agenda

**RESOLUTION # 65-BE IT RESOLVED** that the Board of Education approves the consensus agenda items J.1.a. through J.3.c.1., as presented.

**Motion:** Christine Napolitano

**Second:** Nicole Matzer

Discussion: Ms. Matzer stated that items 3.a.1 and 3.b., refer to the same individual, however he is first listed as Francis and then listed as Frank. The Superintendent stated they should both state "Frank". A motion was made by Nicole Matzer to change the name listed in these two items to "Frank" and was seconded by William Hornberger. The Board was polled and all were in favor of changing the name, the motion passed. There were no additional comments or discussion. The Board was polled on amended consensus agenda- Resolution # 65.

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

**No:** None

**Passed:** Yes

### 1. **Instruction**

#### a. Leave(s) of Absence/Child Rearing

1. That the Board of Education grants a request to Jessica Hirsh, for a unpaid Leave of Absence, for child-rearing purposes, effective September 1, 2014 to June 30, 2015.
2. That the Board of Education grants a request to Stephanie Honig, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately September 12, 2014.
3. That the Board of Education grants a request to Bridget Murphy, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately September 22, 2014.

#### b. 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.	Julia R. Novak	Special Education
2.	Joan Carlucci	N-6, Reading

### 2. **Instruction: Contracted**

- a. That the Board of Education accepts the Clinical Services Agreement between the Advisory Council for Youth of Mineola d/b/a Mineola Youth and Family Services and the Mineola UFSD for the 2013- 2014 school year.



3. **Civil Service**

a. **Resignation(s)**

1. That the Board of Education accept the resignation of Francis Cassidy from his position as Head Custodian I, effective May 7, 2014.

b. **Appointments**

1. That the Board of Education approve the appointment of Frank Cassidy to the position of Custodian effective May 8, 2014.

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

1. That the Board of Education extends a paid Medical Leave of Absence to Henry Holler, Cleaner at the Jackson Avenue School, from April 13, 2014 through May 9, 2014.

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

### Superintendent of Schools' Reports for 5/8/14

#### Presentations:

1. Formal Budget Hearing
2. LI Math Teacher of the Year- Lindsay Spanhake (presentation took place at the beginning of the meeting)

#### Formal Budget Hearing:

The Superintendent presented the "Educational Plan and Budget- 2014- 2015". \*(This presentation can be found on the District website on the Board of Education page- under presentations). Dr. Nagler stated that he will be presenting a snapshot of the budget highlights this evening.

The proposed budget for the 2014/15 school year is \$87,799,041, with a budget to budget increase of 1.92%. The proposed levy is 1.46%, which is achieved through the use of \$250,000 of fund balance from the teacher contract settlement. The Superintendent reminded everyone that this is the last year in which these funds will be available.

The following are items supported by the 2014- 2015 Educational Plan and Budget:

Educational: All current Educational and Co-Curricular programs, all current extra-curricular activities, maintains comprehensive staff development and professional development and continue expansion of District technology program- virtualization of servers and desktops.

Curricular Enhancements: Expand existing pre-k program to 5 day 1/2 day for all students; outsource UPK to offer 54 full day seats; expand dual language into Jackson and create Spanish immersion program at Meadow; continuation of pre-k through grade 2 Kids Knowledge hands on science program; begin implementation of S.T.E.A.M. curriculum 3- 12; and expand I pads for K-2 in classroom centers (Management Efficiency Grant).

#### Operational:

Vehicles: continue 5 year Bus Replacement Plan- replace 2 large buses; new truck for facilities including a new plow and sander.

Facilities Upgrade: new seats and flooring for the Middle School; 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 as needed; electrical service upgrade at Hampton Street and maintain a 4% fund balance.

Equipment: Allocated \$217,000: new gym wall pads for Meadow Drive; new furniture for 2 pre-K rooms; new equipment for HS science research laboratory; tire replacement equipment for bus garage; new facilities truck; replacement desk and chairs district wide; spin cycles for HS fitness center; musical instrument replacement and computer hardware.

The Superintendent displayed a chart of the District revenue projections to be as of April 1, 2014. The total State Aid is \$5,853,800 and the total revenue is \$87,799,041. Next a chart was displayed of the 10-Year Budget Comparison, which described the school budget from 2005-2006 to what is anticipated for 2014-2015 school year relative to total budget, tax levy and state aide. For the last 7 years the tax increase has been below 2.5%. The Superintendent stated that the Budget is made up of three parts: Administration, Capital and Program. Each category has very specific line items (a list of these categories and line items was displayed at this time). There was a brief explanation of how the tax dollar is spent and it was stated that salaries and

benefits are the largest part of the budget.

The Superintendent explained that if the budget vote fails, the Board of Education has the option to go out for another vote on June 17th. If the contingency budget vote fails or the Board of Education decides not to go out for another vote, the levy must be a 0% increase from last year to this year. This is a difference of \$1,138,551 and the district must remove \$217,000 for equipment and must reduce from the budget \$921,551. He stated that this would result in a reduction of staff and would also be devastating to the budget next year. Dr. Nagler stated that a District can never catch up financially after a failed budget.

The Superintendent discussed the Fiscal Accountability Summary. He stated that the Commissioner's regulations require that certain expenditure ratios for general education and special education students be reported and compared with ratios for similar districts and all public schools. The Superintendent displayed the chart of these ratios. Dr. Nagler stated that the cost per student expenditure is very misleading; special education is very expensive. Our district spends more for special education than any one else in the state. Mr. Barnett added that this fact is not explained in the article in the paper. The Superintendent next discussed and displayed the Fiscal Accountability Summary. He explained that this enrollment data is collected as part of NYSED's Student Information Repository System (SIRS). The counts displayed are as of "BEDS DAYS" which is typically the first Wednesday of October. The Superintendent stated that with regards to the demographics of the District, the percentage of Hispanic and Latin students is growing. He also added that Mineola is a very mobile district and there is a great deal of movement in and out of the district from K- 12. Mr. Barnett asked if testing scores will reflect problems due to this mobility. The Superintendent stated that the State Scores will show differences due to the mobility. There was no further discussion of the Budget.

#### Superintendent Comments

The Superintendent reminded everyone of the changes for upcoming meetings: the June 5th Workshop will take place at the Middle School and the July 1st Re-Organization Meeting will start at 3:00pm to accommodate the schedules of the Board members. The Superintendent had no other comments.

#### **L. Executive Session    Time: 9:00 p.m.**

At 9:00pm, a motion was made for the Board of Education to go into Executive Session to discuss negotiations.

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

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

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

**Respectfully Submitted,**

**Andrea M. Paggi**