

**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 - 2016-2017**

**To Be Determined**

\*\*\*\*\*

**DATE: August 11, 2016**

**LOCATION: Willis Avenue School**

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

**Board of Education**

Christine Napolitano  
Margaret Ballantyne  
Nicole Matzer  
Brian Widman  
Cheryl Lampasona

**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-** Margaret Ballantyne

**D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions**

Absent with prior notice- Nicole Matzer, Board Trustee

**F. High School Student Organization Report**

No Student Organization report until September.

**G. BOE Reports**

**a. Comments from Board Trustees**

Brian Widman expressed his thanks and congratulations to the teachers of the summer music program.

Cheryl Lampasona agreed with Mr. Widman and added that there is a lot of young talent in the District.

Margaret Ballantyne is looking forward to the ESY breakfast tomorrow and stated that she is happy to be back.

**b. Comments from Board President**

Christine Napolitano stated that she saw the new field at the High School on Friday and added that it is very impressive. She looks forward to everyone being able to see it.

**c. Comments from Superintendent**

Dr. Nagler stated that the 2016- 2017 Board Goals can be adopted at the next meeting, unless the Board has any changes. The Superintendent gave an update on the many projects throughout the district. Jackson Avenue- the windows have arrived and the work will be started soon. Any windows that are not installed prior to the opening of school will be installed on an evening schedule. High School- the FAB Lab is progressing well; the only item that we are waiting on is the mezzanine, which is back ordered and expected at the end of September. The music rooms have been completely gutted and new dry wall installed. The walls have been primed for painting and the rooms are expected to be completed by the opening of school. The chorus room will not be ready for the start of school but they will still have the stage available to them until the work is complete. The track and field looks fabulous and will be ready for the start of school. They hope to have a ribbon cutting and use the field for the Mustang Cup on September 2nd. The installation of lockers will begin Monday or Tuesday and it entails about a week's worth of work. Middle School- the FAB lab is progressing nicely. The furniture is expected on the 22nd and should be set for the first day of school. The bus loop work is underway and it has been promised for the opening of school. All spaces will be safe and usable for the start of school. Summer School- ESY ends tomorrow and on 9/1 Catherine Fishman and Laurie

Melesh will present to the Board. Summer Music Program- the show was great. Dr. Nagler stated that this group has become very large over the past few years and may need more space in the future. He and Joe Owens have already started some future planning. Dr. Nagler stated that the price for this program is very good and the staff does a very good job. He stated that all summer programs will be looked at for any changes that will be needed. Dr. Nagler stated that we are still awaiting approval of the Hampton Street project; there has been no change in the wait time expected.

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

There was no old business this evening.

## **I. New Business**

### **2016- 2017 Tax Levy Affidavit**

**RESOLUTION # 8 -BE IT RESOLVED** that the Mineola Board of Education adopts the tax levy of \$78,843,160 to be raised by taxation for the Mineola UFSD of the Town of North Hempstead, Nassau County, New York for the 2016- 2017 school year to be levied upon the taxable property of the said school district as said property has been certified to by the Board of Assessors for the said school year.

**Motion:** Margaret Ballantyne

**Second:** Cheryl Lampasona

Discussion: The Superintendent explained that this resolution sets the levy so that the Town can collect taxes.

**Yes:** Cheryl Lampasona  
Brian Widman  
Margaret Ballantyne  
Christine Napolitano

**No:** None

**Passed:** Yes

### **Approval of CAP- Risk Assessment Report**

**RESOLUTION # 9 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") related to the Risk Assessment Report and hereby instructs the Assistant Superintendent for Finance and Operations to file such a plan with the NYSED Office of Audit Services.

**Motion:** Brian Widman

**Second:** Margaret Ballantyne

Discussion: The Superintendent explained that this resolution and the following one are for the Board to accept the District's plan to address the issues found in the internal auditor's reports, which were previously reviewed with the Board.

**Yes:** Cheryl Lampasona  
Brian Widman  
Margaret Ballantyne  
Christine Napolitano

**No:** None

**Passed:** Yes

### **Approval of CAP-Agreed Upon Procedures Report**

**RESOLUTION # 10 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District hereby accepts the Corrective Action Plan ("CAP") related to the Agreed Upon Procedures Report and hereby instructs the Assistant Superintendent for Finance and Operations to file such a plan with the NYSED Office of Audit Services.

**Motion:** Cheryl Lampasona

**Second:** Brian Widman

**Yes:** Cheryl Lampasona  
Brian Widman  
Margaret Ballantyne  
Christine Napolitano

**No:** None

**Passed:** Yes

**Approval of License Agreement with Portuguese Cultural Society**

**RESOLUTION # 11** - **BE IT RESOLVED** that the Board of Education approves the license agreement between the Mineola Union Free School District and the Portuguese Cultural Society Julio Dinis, LTD, commencing on September 1, 2016 and terminating on June 30, 2017.

**Motion:** Margaret Ballantyne

**Second:** Cheryl Lampasona

Discussion: the Superintendent stated that this is the lease agreement with the Portuguese Cultural Society who uses the Jackson Avenue School for their Portuguese School. He added that the program has grown over the past four years and they are good tenants.

**Yes:** Cheryl Lampasona  
Brian Widman  
Margaret Ballantyne  
Christine Napolitano

**No:** None

**Passed:** Yes

## J. Consensus Agenda

**RESOLUTION # 12- BE IT RESOLVED** that the Board of Education approves the consensus agenda items J.1.a. through J.9.a.4, as presented.

**Motion:** Margaret Ballantyne

**Second:** Cheryl Lampasona

Discussion: Christine Napolitano stated that it is necessary to amend the Consensus Agenda in order to add the following item:

Item J.2.f.15- Appointment Band Camp- Instructional Chaperone: John Citarella , Step 1, \$834.

A motion was made to amend the Consensus Agenda by: Brian Widman and Second by: Cheryl Lampasona. All board members were in favor and the motion passed.

Ms. Napolitano asked if there was discussion or questions regarding the amended consensus agenda. Dr. Nagler stated that the District is very close to filling all of the Instructional vacancies. The vote was taken on the amended consensus agenda.

**Yes:** Cheryl Lampasona  
Brian Widman  
Margaret Ballantyne  
Christine Napolitano

**No:** None

**Passed:** Yes

### 1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of the July 21, 2016 Business Meeting as presented.

### 2. Instruction

- a. Resignation(s)
  1. That the Board of Education accepts the resignation of Catherine M. Baker, Elementary Teacher, effective August 31, 2016.
- b. Leave(s) of Absence/Child Rearing
  1. That the Board of Education grants a request to Theresa Duignan, to extend her Leave of Absence, for child-rearing purposes, from February 1, 2017 to June 30, 2017.
- c. Appointments Instruction
  1. That the Board of Education approves to amend the appointment of Elizabeth Gazzini, to the position of part time/hourly paid Special Education Teacher at Jackson Avenue, effective August 31, 2016 to June 30, 2017 with a salary of \$55.32 per hour.
  2. That the Board of Education approves the appointment of Joseph Cerulli, to the position of Summer Wrestling Clinic Coach, effective July 1, 2016 with a salary of \$63.19 per hour.
  3. That the Board of Education approves the appointment of Frank Massaro, to the position of Summer Girls Lacrosse Clinic Coach, effective July 1, 2016 with a salary of \$58.14 per hour.
  4. That the Board of Education approves to amend the appointment of Nicole Bartone, to the position of part time (.6) Reading Teacher, effective August 31, 2016 to June 30, 2017 with a salary of .6 of MA+60, Step 23, \$127,132 equaling \$76,289.

5. That the Board of Education approves the appointment of Jillian Vento, to the position of Probationary Special Education Teacher, effective August 31, 2016, with a salary of MA, Step 2, \$71,246 and a Probationary Period from August 31, 2016 to August 30, 2019.
6. That the Board of Education approves the appointment of Stephanie Kelly, to the position of Special Education Leave Replacement Teacher for Susan Palladino, effective August 31, 2016 to January 31, 2017, with a salary of MA, Step 1, \$68,282, prorated.

d. 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.:

	<u>EMPLOYEE NAME</u>	<u>EMPLOYEE CERTIFICATION</u>
1.	Daniel Bailey	Physical Ed
2.	Maria Ciaravino	PreK - Grade 6
3.	Maninder K. Chawla	Childhood Education (Grades 1-6)
4.	Beverly C. Coleman	Spanish 7-12
5.	Christina Castello	Childhood Education (Grades 1-6)
6.	Maureen Cromwell (Retiree)	Nursery - Grade 6
7.	Lorelle Delia	Reading, PreK-6
8.	Erica A. Derlath	Childhood Ed (1-6), SWD(1-6)
9.	Hyman Krebs (Retiree)	Nursery/K/Grades 1-6
10.	Lauren Kelly	Childhood Ed(1-6), SWD(1-6)
11.	Stephanie Kelly	Childhood Ed(1-6), SWD(1-6)
12.	Susan M. Kingsepp	PreK-6, Business Ed
13.	Sherry Leibowitz (Retiree)	Nursery/K/Grades 1-6
14.	Eileen M. Lusardi	Nursery/K/Grades 1-6
15.	Gail Marques	Childhood Education (Grades 1-6)
16.	Matthew C. Miller	Childhood Education (Grades 1-6)
17.	Emily A. Mooney	Students with Disabilities (Grades 1-6)
18.	Mary Pryor	Social Studies 7-12
19.	Jeffrey Schwartz	Social Studies 7-12
20.	Lauren M. Siemann	Childhood Education (Grades 1-6)
21.	James J. Dunlop	Childhood Education (Grades 1-6)
22.	Aislinn Oliveri	Music

e. Appointment(S) Perm Sub

1. That the Board of Education approves the appointment of Aislinn Oliveri, to the position of .4 Permanent Substitute Teacher at a daily rate of \$40.00, effective October 1, 2016 to May 31, 2017.

f. Appointment(S) Band Camp

That the Board of Education approves the following staff members for Band Camp, a self funded program. (Salary, hourly summer wages are based on the MTA contractual rates):

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
1.	Band Camp Director	Christopher Toomey	1	\$1,879.00
2.	Band Camp Rockette Director	Lindsay Beaumont	1	\$1,251.00
3.	Band Camp Asst Band Director	Zachary St. John	1	\$1,251.00
4.	Instructional Chaperone	Ana Ayala	1	\$834.00
5.	Instructional Chaperone	Samantha Giorgio	1	\$834.00
6.	Instructional Chaperone	Kenneth Kamping	1	\$834.00

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
7.	Instructional Chaperone	Jennifer Okserhorn	1	\$834.00
8.	Instructional Chaperone	Suzanne Sommerhalter	1	\$834.00
9.	Chaperone	Jill Mullane	1	\$730.00
10.	Chaperone	Thomas Mullane	1	\$730.00
11.	Band Camp EMT	Lauren Bonilla	1	\$730.00
12.	Instructional Chaperone	Maxwell Braunstein	1	\$834.00
13.	Instructional Chaperone	Michael Harris	1	\$834.00
14.	Instructional Chaperone	Luis S. Romero	1	\$834.00
15.	Instructional Chaperone	John F. Citarella	1	\$834.00

3. **Instruction: Contracted**

- a. That the Board of Education approves an agreement between the Mineola UFSD and Branching Minds, Inc., to purchase software and licenses for the 2016-2017 school year.
- b. That the Board of Education approves the Consultant Services Agreement and Rider between the Mineola UFSD and South Oaks Hospital for the 2016- 2017 school year.
- c. That the Board of Education approves the Tutoring Services Agreement between the Mineola UFSD and St. James Tutoring, Inc. for the 2016- 2017 school year.
- d. That the Board of Education approves the Instructional Services Agreement between the Mineola UFSD and the Center for Developmental Disabilities for the 2016- 2017 school year.
- e. That the Board of Education approves the Educational Consulting Services Agreement and rider between the Mineola UFSD and Consulting That Makes a Difference, Inc. for the 2016- 2017 school year.
- f. That the Board of Education approves the Related Services Agreement between the Mineola UFSD and MKSA, LLC for the 2016- 2017 school year.
- g. That the Board of Education approves the Assistive Technology Services Agreement between the Mineola UFSD and Abilities Inc d/b/a Kornreich Technology Center for the 2016- 2017 school year.
- h. That the Board of Education approves the Rider to the Nursing Services Agreement between the Mineola UFSD and Horizon Healthcare for the 2016- 2017 school year.

4. **Civil Service**

- a. Appointments
  1. That the Board of Education approve the appointment of Emanuel Kirkorian, to the position of 5 hour Bus Driver in Transportation, to replace Christine Pesce, who is retiring, effective August 31, 2016. Salary will be \$21,819 on Step 1; probation is 26 weeks.
- b. Leave(s) of Absence
  1. That the Board of Education grant an extension to Terence Doyle, Maintainer, for an Unpaid Medical Leave of Absence, effective August 1, 2016 through December 31, 2016.
- c. Leave Replacement
  1. That the Board of Education grant an extension to John Hassell as a Leave Replacement for Terence Doyle, Maintainer, effective July 1, 2016 through December 31, 2016. Salary remains the same at Step 1, \$48,918, prorated.



5. **Business/Finance**

a. **Budget Appropriation Adjustment**

1. That the Board of Education approves the following transfer of funds to cover purchases for the High School Fab Lab and Music Rooms:

From Budget code: 1621-200-00-7799 to Budget code: 2110-200-07-0000- \$75,000

From Budget code: 1621-200-00-7799 to Budget code: 2110-200-00-2400- \$63,000

From Budget code: 2630-200-00-2930 to Budget code: 2110-200-00-2400- \$25,000

From Budget code: 5510-210-00-7999 to Budget code: 2110-200-00-2400- \$10,000

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

a. That the Board of Education approves an agreement between the Mineola UFSD and School Aid Specialists Management Systems LLC (SASMS), to provide State Aid and STAC Assistance Service for the 2016-2017 school year.

7. **Business/Finance: Bids**

a. That the Board of Education of the Mineola Union Free School District approves the awarding of the bid for: Roland SP-540i Printer/Cutter and a Vacuum Pump for Techno CNC, bid opened August 5, 2016, to Allegheny Educational Systems, Inc.

8. **Other**

Employee Agreements:

a. That the Board of Education approves the 2% increase for JoAnn Greene, Internal Claims Auditor, placing her annual stipend at \$19,140 for the 2016-2017 school year, effective 7/1/16.

b. That the Board of Education approves the Employee Agreement between the Mineola UFSD and Donna Squicciarino, District Treasurer and Extra Class Treasurer, for the 2016-2017 school year, effective 7/1/16.

9. **Business/Finance: Disposal of District Property**

That the Board of Education approves the disposal of the following district property, according to Policy #5250, declaring them obsolete:

a. Obsolete Equipment from Pupil Personnel Services Office:

1. Dynavox- Asset Tag # 15575

2. NeoSmart 2 Keyboard and Charger- Asset Tag # 15611

3. Cassette Recorders (2)- Asset Tag # 13233 and 100092

4. Assorted testing materials for speech and intelligence that are outdated and no longer used

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

### Superintendent of Schools' Reports for 8/11/16

#### Presentations:

##### 1. Data Report

Tonight, the Superintendent presented "2015-2016 Data Report- Measuring Our Mission". \*This presentation can be found on the District website on the Board of Education section under presentations. Dr. Nagler began by discussing how we determine greatness. We need to establish quality indicators to keep track of progress. Dr. Nagler explained that each cohort of children is different with different needs and therefore they cannot be compared to one another. The Superintendent looked at "What are Mineola's Quality Indicators?" He stated that we must look to the Mission Statement for the answer: lifelong learner, pursue excellence, strength of character and contribute positively to a global society. We must also look at the Strategic Objectives which are designed to measure success in our mission statement. Dr. Nagler reviewed the strategic objectives and which area of the mission statement each addresses.

Pursue Excellence: High School College and Career Ready- Graduation Rate; Advanced Regents Diploma: Trigonometry and Chemistry; and percent of students taking AP or College level courses. Dr. Nagler displayed a chart of College Ready Indicators which was put together by the AASA (American Association of School Administrators- mainly made up of superintendents). Students are College ready if they meet either the academic or standardized testing included on the chart. Dr. Nagler pointed out our list closely mirrors the items on this chart. He pointed to Trigonometry regents, which is the gatekeeper for college. The next chart that he displayed was also put out by the AASA and was for Career Ready Indicators. According to the chart, students are Career Ready if they have established a career interest and meet two for the behavioral and experiential benchmarks listed. He pointed out that one of the first items on the list is 90% attendance and stated that this is an issue at Mineola. Many of the other items are offered to students at Mineola including community service, workplace learning experiences, dual credit career pathway courses and co-curricular activities. Pursue Excellence: K-7- NWEA provide percent of proficiency and percent of growth; State Exams- Dr. Nagler stated that he has difficulty in finding useful data from these exams due issues with the exam and the effect of opt outs.

Strength of Character: Dr. Nagler explained this is measured through the following: 16 Habits of the Mind (kid OYO platform); Teacher/ School created- Bucket fillers used at Hampton and Meadow; Badges- bucket fillers, Listening with Understanding and Empathy Badges and respect. He stated that 2015-2016 establishes a benchmark for each building, if the sample is large enough.

Contribute Positively to a Global Society: This is also measured through Badges including Jump Rope for Heart participants, Jump Rope for Heart Fundraiser, Pennies for Patients and Service Hours (High School). 2015- 2016 will establish a benchmark for each building, if the sample is large enough.

Next the Superintendent discussed the High School Cohorts. He explained that the HS cohort is the year the students enter the 9th grade. He discussed the High School Cohort mobility and displayed a chart that reflects numbers over time in the High School. The next chart was the 2015-2016 Mobility for grades 3-12. Dr. Nagler stated that the 3-12 enrollment at Mineola, as of 8/11, is 2118 students, which reflects an increase of 48 students enrolled since 7/24/16. Dr. Nagler stated that these charts show us that we have a mobile population. Therefore, the cohort number is constantly changing which also changes the percentages. According to Dr. Nagler, a majority of new entrants have special academic needs. Dr. Nagler showed a brief video of another school district that is affected by a mobile population. Dr. Nagler discussed the District expectations and opportunities. He stated that we expect all students to achieve- Advanced Regents diploma

and to take and pass one college course. Every student has the opportunity to achieve these things but it takes some students longer than others. The State expects ESL students to graduate in 4 years. Dr. Nagler stated that we have invested in bilingual teachers at the High School. Dr. Nagler reported that for the Class of 2016, there were 37 student who were former ESL students: 24 received Advanced Regents diplomas, 12 received Regents diplomas and 3 students are still working towards graduation. Next, the Superintendent displayed chart of "Cohort Stats for Quality Indicators" and added that the rising seniors have already eclipsed the Class of 2016. The next chart was the "2015-2016 Regents Results by Cohort". He stated that the new Trigonometry exam was very difficult. This year, Mineola started an actual summer school for students due to the need. The next slide displayed was the "Summer School Enrollment". Dr. Nagler explained that not all of the students that attended failed the class; but they are there preparing to take the test again. Next, a chart was displayed that showed the Mineola 2015 Results vs. Nassau County. The Class of 2015 ranked 10th for graduation rate and 13th for advanced diploma rate compared to all of the school districts in Nassau County. According to Dr. Nagler, to prepare our students for college, we offer 31 College level classes. Mineola currently has 1472 seats filled in these classes for 2016-2017. Dr. Nagler addressed "Pursuing excellence" in K through 7. The Superintendent displayed multiple slides of the overall District performance on the NYS assessments. He also broke down the results to show the 2014-2016 NYS ELA and Math results and the results were in color to show the growth of the same students over that time frame. Dr. Nagler displayed a chart that compared 8th grade Algebra results vs NYS 7th grade Math by cohorts. He stated that this chart shows that 3-8th grade testing is not a predictor of college and career ready. The chart shows that our students had a much higher rate of students' passing the Algebra regents compared to the 7th grade NYS math results. Dr. Nagler next went through the NWEA results grades K-7 for reading and math. Finally, the Superintendent discussed the next steps that will be taken by the district. He stated that the principals will present the data for each school on September 15th. They will identify areas of strength as well as the areas that need support. They will also provide a plan of action for those areas. They will establish benchmarks for: Strength of Character and Contribute Positively to a Global Society.

Dr. Nagler opened the floor to Board comments and questions. Christine Napolitano inquired if the principals will be including the mobility rates of their students when they present to the Board. Dr. Nagler stated that this information will be included in the presentations. Dr. Ballantyne asked how students that enter the High School from other countries are able to graduate on time. Dr. Nagler stated that some regents can be waived, for example- Global History. He also added that some students are educated in their country prior to coming here. Dr. Moriarty will be addressing these issues. Dr. Nagler stated that a big problem that the district faces is student attendance. He stated that Mr. Puccio and Ms. Fishman have been working on an alternative way to help students who need a different type of program. Cheryl Lampasona expressed some concern regarding the 3rd grade results and Dr. Nagler stated that Dr. Gonzalez will address these numbers. He stated that there is no excuse for students not meeting RIT scores. Christine Napolitano pointed out the fact that small numbers of students can really change the percentages here due to the fact that we a small school district. Dr. Ballantyne inquired if any of the buildings is more mobile than the others. Dr. Nagler stated that some foreign students are put into 9th grade regardless of their age and he added that this is an allowable practice. Christine Napolitano expressed that she would like to look at how graduation rates and type of college students choose to attend is affected by gender. Cheryl Lampasona stated that as a parent she was happy to see the slide that addressed the 7th and 8th grade math. Dr. Nagler stated that Mineola is one of just a few school districts that mandate algebra in 8th grade. He stated that it is very difficult to compare District to District but he encourages parents to ask teachers how they will be addressing their child's needs. Dr. Nagler thanked Mr. Gaven for all of his work in putting this presentation together.

### Superintendent Comments

There were no additional comments by the Superintendent.

**L. Public Comments**

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

**M. Executive Session      Time: \_\_\_\_\_ p.m.**

There was no Executive Session this evening.

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

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

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

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

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

**N. Adjournment      Time: 8:20 p.m.**

**Motion:** Margaret Ballantyne

**Second:** Brian Widman

**Yes:** Cheryl Lampasona  
Brian Widman  
Margaret Ballantyne  
Christine Napolitano

**No:** None

**Passed:** Yes

Respectfully submitted,

Andrea M. Paggi