

**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

To Be Determined

DATE: September 17, 2015

LOCATION: Willis Avenue School

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

Board of Education

Christine Napolitano
Patricia Navarra
Nicole Matzer
Margaret Ballantyne
Brian Widman

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. for Finance Operations
Patricia Burns, Asst. Supt. Curr.,Instr.,&Assess.
Edward Escobar, Asst. Supt. Human Resources
Andrea Paggi, District Clerk

A. Call to Order - 7:10 pm

B. Pledge of Allegiance

C. Reading of Mission- Nicole Matzer

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

F. High School Student Organization Report

Tonight's Student Organization report was by Felicia Villa and Chris Kostulias. Felicia gave an update on the Fine and Performing Arts Department. She reported that 5 students have been chosen to be part of the 2016 American Choral Directors Association Honors Choir; Nathan Bischoff, Sarah Carbain, Katrine Gulina, Jake Lenze and Felicia Villa. They will perform in Boston February 10- 13. The Marching Band's first performance took place on 9/12 during halftime at the football game and she added that the first competition will take place on 9/20. Felicia modeled the new band uniforms and thanked the Board and Dr. Nagler for approving the funds to order them. Chris Kostulias reported that students and the Guidance staff left today on the College Road Trip which will include visits to Boston University, Northeastern, Suffolk University and Stonehill College. He gave an update of some other events at the High School including: 9/21 Guidance Senior Parents Night, 9/22 Mini-college fair, 9/25 Pep rally and 9/30 Open house/ Meet the teacher night. Chris reported that the iPad usage is a slow process and students are getting used to this new addition to their classes. Finally, he reported that the Varsity football team won their first game.

Dr. Nagler recognized Felicia being selected to perform in the All State Music Festival of the 2015 NYSSMA Winter Concert in December and she will be part of the mixed choir. Felicia was selected based upon her NYSSMA audition. He also acknowledged Claudia Serna for being named a Scholar by the College Board's National Hispanic recognition Program for outstanding academic achievement amongst Hispanic and Latino students. Ms. Matzer commented that she and Mr. Widman had the opportunity to hear Felicia sing the National Anthem at the 9/11 ceremony and she did a beautiful job.

G. BOE Reports

a. Comments from Board Trustees

Brian Widman reported that he attended the Jackson Avenue PTA Meeting on 9/9 and he will be at the Welcome Back Social.

Margaret Ballantyne attended the Meadow Drive PTA meeting and is looking forward to the first SEPTA meeting for the school year. She is has been on twitter encouraged about all that is going on wthin the District. Dr. Ballantyne requested that she and Dr. Nagler visit all of the dual language classes from elementary to the older grades.

Nicole Matzer attended the Middle School PTA meeting. She also attended the Varsity football game and plans to attend many more.

Patricia Navarra stated that she is also on twitter and it has become so big. Ms. Navarra is looking forward to

visiting each of the schools and her first visit will be to Hampton Street School.

b. Comments from Board President

Christine Napolitano stated that she has been on twitter and is learning a lot about what is going on throughout the District. Ms. Napolitano reported that she has been following several individuals on twitter: Ms. Spanhake, Guidance department, Dr. Smith and Mrs. Owens. She added that this is nice way to get information and recommends to the community to become twitter friendly. Ms. Napolitano feels this is a great way to share information and requested from the Superintendent a list of staff throughout the district who are on twitter. Christine Napolitano attended the Hampton Street PTA meeting and stated that the parents are young and enthusiastic. She hopes that parents will continue to attend the meeting throughout the year.

c. Comments from Superintendent

The Superintendent informed that Board that they had met with Danielle Lambert and the information regarding the Capital Vote will be sent out in the Outreach. Dr. Nagler wanted to make everyone aware that there is a federal program for fourth grade students- "every kid in a park.gov"; the child and their family gets into parks for free. The Superintendent stated that he has already received a few calls from parents regarding the 2016/2017 school calendar and he stated that it is probable that school will open prior to Labor Day. The Superintendent received a letter from the Village of Mineola regarding a proposed variance for a three story Science building at 340 Jackson Avenue (which is Chaminade). The meeting is September 24th and he added that the problem is that this is already a very congested area. Dr. Nagler attended the 9/8 IBA Hearing, however the builder asked for an extension so there will be another meeting. Dr. Nagler stated that tomorrow, 9/18, Jackson Avenue is having a welcome back event at 5:30 pm and on 9/19, Meadow Drive will hold their welcome back event.

H. Old Business

There was no old business this evening.

I. New Business

Approval of CAP- Risk Assessment Report

RESOLUTION # 15 - 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: Nicole Matzer
Second: Patricia Navarra

Discussion: The Superintendent stated that resolution # 15 and 16 are to accept the corrective action plans to address the recommendations made by the auditors and instructs Mr. Waters to file them with the NYSED. There was no additional discussion.

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

No: None

Passed: Yes

Approval of CAP-Agreed Upon Procedures Report

RESOLUTION # 16 - 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: Brian Widman
Second: Margaret Ballantyne

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

No: None

Passed: Yes

*At this point in the meeting the Superintendent requested that there be a pause in the agenda for a presentation by the Marching Band. The presentation was made by this year's three Drum Majors. They emphasized that being part of the Marching Band has taught them very important skills including time

management, discipline and communication; but it is also a lot of fun and very enjoyable. The girls thanked the Board and Dr. Nagler for their new uniforms and their support throughout the year. They encouraged everyone to come out and see their "scary" new show for this year. Dr. Nagler stated that he is very happy and proud to support the Marching Band. After the presentation the Board returned to New Business.

Accept donation

RESOLUTION # 17 - BE IT RESOLVED that the Board of Education accepts the donation of \$2000 from the Mineola Music Parents Association to the Fine and Performing Arts Department for the purchase of music equipment and makes an appropriation increase adjustment to Budget code: 2110.200.00.2400.

Motion: Nicole Matzer

Second: Patricia Navarra

Discussion: The Board thanked the Music parents for their generous donation to upgrade equipment.

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

No: None

Passed: Yes

Policy- First Reading of Policy # 7552- Student Gender Identity

RESOLUTION # 18 - BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the first formal reading of Policy # 7552 (Student Gender Identity) due to its availability on the information table.

Motion: Margaret Ballantyne

Second: Patricia Navarra

Discussion: The Superintendent stated that all of the policies were updated and as new policies come in, the Board will review and adopt them. Dr. Ballantyne will oversee this process. There was no additional discussion.

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

No: None

Passed: Yes

Hampton Street Proposed Additions and Alterations

RESOLUTION # 19- WHEREAS, the Mineola Union Free School District (the "District") acting through its Board of Education has proposed certain additions and alterations to the athletic field and school building at the Hampton Street School as more fully set forth in the plans on file in the Districts Administrative Office (the "Project"); and

WHEREAS, pursuant to the New York State Environmental Quality Review Act Article 8 of the New York State Environmental Conservation Law and associated regulations including 6 NYCRR Section 617.1 *et seq.* ("SEQRA"), the District is required to undertake a review of the potential environmental impacts associated with the Project and in consultation with its consultants and counsel, the District has determined that the Project constitutes a Type II Action under SEQRA as defined under 6 NYCRR Section 617.5 and subparts thereunder because this Project, in that the Project involves an addition of less than 1,000 square feet, will have no significant environmental impact.

Based on the foregoing, the District finds that the Project is exempt from SEQRA as a Type II action under the applicable regulations.

Motion: Brian Widman
Second: Nicole Matzer

Discussion: The Superintendent stated that after Michael Mark's presentation at the last meeting and the Board agreeing on the scope of the project, it is necessary for the Board to approve resolutions #19 and 20 and for the District to take the lead on these projects. There was no additional discussion.

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

Passed: Yes

Mineola High School Proposed Additions and Alterations

RESOLUTION # 20 - WHEREAS, the Mineola Union Free School District (the "District") acting through its Board of Education has proposed certain additions and alterations to the athletic field and school building at the Mineola High School as more fully set forth in the plans on file in the Districts Administrative Office (the "Project"); and

WHEREAS, pursuant to the New York State Environmental Quality Review Act Article 8 of the New York State Environmental Conservation Law and associated regulations including 6 NYCRR Section 617.1 *et seq.* ("SEQRA"), the District is required to undertake a review of the potential environmental impacts associated with the Project and in consultation with its consultants and counsel, the District has determined that the Project constitutes a Type II Action under SEQRA as defined under 6 NYCRR Section 617.5 and subparts thereunder because this Project, in that the Project involves an addition of less than 1,000 square feet, will have no significant environmental impact.

Based on the foregoing, the District finds that the Project is exempt from SEQRA as a Type II action under the applicable regulations.

Motion: Patricia Navarra
Second: Margaret Ballantyne

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

No: None

Passed: Yes

Capital Reserve Vote and Proposition

RESOLUTION # 21- BE IT RESOLVED, by the Board of Education of the Mineola Union Free School District, Nassau County, New York as follows:

Section 1: That a Special District Meeting of the qualified voters of said school district shall be held at the Jackson Avenue Elementary School, 300 Jackson Avenue, Mineola, New York, and at the Meadow Drive School, 25 Meadow Drive, Albertson, New York on the 10th day of November, 2015 at 6:00 a.m. prevailing time for the purpose of voting by voting machine and/or paper ballot upon the proposition hereinafter set forth. Polls for the purpose of voting will be kept open between the hours of 6:00 a.m. and

9:00 p.m. prevailing time.

Section 2: The School District Clerk is hereby authorized to amend and or supplement the notices of the Special District Meeting hereinafter set forth from time to time as in her discretion such amendment may be required.

Section 3: That notice of said special meeting, including the propositions to be voted upon, shall be in substantially the following form to wit:

NOTICE OF SPECIAL DISTRICT MEETING

Mineola Union Free School District

Nassau County, New York

The Board of Education of the Mineola Union Free School District, Nassau County, New York, HEREBY GIVES NOTICE that a Special District Meeting of the qualified voters of said School District will be held at the Jackson Avenue Elementary School, 300 Jackson Avenue, Mineola, New York and at the Meadow Drive School at 25 Meadow Drive, Albertson, New York on the 10th day of November, 2015 at 6:00 a.m. Prevailing Time, for the purposes of voting by voting machines and/or paper ballot upon the proposition hereinafter set forth. Polls for the purpose of voting will be kept open between the hours of 6:00 a.m. and 9:00 p.m. Prevailing Time.

PROPOSITION

Shall the following Resolution be adopted, to wit:

RESOLVED that the Board of Education of the Mineola Union Free School District is authorized to withdraw up to \$7,000,000 from the District's Capital Reserve Fund to pay for the cost of capital projects at the Hampton Street School, including construction of a new synthetic turf field, installation of field lighting and concession stand, a new cafeteria addition, a new classroom addition, and new bus loop with parking; and at the Mineola High School, including construction of a Synthetic Turf Regulation Field, replacement of the Running Track, construction of a new technology lab, and construction of additional storage space.

NOTICE IS HEREBY FURTHER GIVEN that applications for absentee ballots may

be applied for at the office of the School District Clerk. Any such application must be received by the District Clerk at least seven (7) days before the date of the aforesaid Special District Meeting if the ballot is to be mailed to the voter, or the day before such Special District Meeting if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee ballots shall have been issued shall be available for public inspection in the office of the School District Clerk not less than five (5) days prior to the date of the Special District Meeting (excluding Saturdays and Sundays) during regular office hours until the date of the aforesaid Special District Meeting. In addition, such list shall also be posted conspicuously at the places of voting during the hours of such Special District Meeting.

Dated: Mineola, New York
September , 2015

BY ORDER OF THE BOARD OF
EDUCATION OF THE MINEOLA UNION
FREE SCHOOL DISTRICT, NASSAU
COUNTY, NEW YORK

By: _____
Andrea Paggi
School District Clerk

Section 4: That the School District Clerk is hereby authorized and directed to cause notice to be given of said Special District Meeting in substantially the form set forth herein by publishing the same four (4) times within seven (7) weeks next preceding such district meeting, the first publication to be at least forty-five (45) days before said meeting in "The Mineola American" and "The Williston Times", it being determined that such newspapers are of general circulation in the School District.

Section 5: This resolution shall take effect immediately.

Motion: Margaret Ballantyne
Second: Nicole Matzer

Discussion: Christine Napolitano stated that she is very excited about this resolution. The Superintendent agreed and stated that the District set-up the capital reserve, with the community's permission, and saved the money. Now, we need their permission to take out this money to use for these capital projects. Dr. Nagler stated that there is no cost to the community and emphasized that these funds can only be used for capital projects. He stated that the district is finally at the point of getting to the "nice to haves" after ten years of

completing the need to have. He reminded everyone that if the resolution is voted down, then the money will remain in the capital reserve and the district will have to decide how to proceed. Mr. Waters stated if the District had to borrow money at the current rates, the interest costs would be \$2 million. We are very fortunate not to have to borrow this money. Ms. Napolitano stated that she is in favor of saving for projects rather than borrowing. She hopes that the Booster Club and other parent groups will help promote this project. Dr. Nagler stated that the particulars of this project will be in the "On Board". Dr. Nagler stated the question has been asked why vote in November. He stated that there is a very large backlog of projects in NYSED. They will not look at the project unless there is a definite funding source. Dr. Nagler stated that we will advertise this project to the best of our ability and he has already met with the district council to ask for their assistance. Margaret Ballantyne is very happy with this very comprehensive plan. She stated that we are getting many things and hopes that people look at the entire scope of the project. Christine Napolitano stated that we need to really promote this project. She ended by stating that this District is in a good place due to a lot of hard planning over the last 6- 8 years. This is a wonderful place to be in. There was no further discussion and the Board voted on the resolution.

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

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION # 22 - BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.4.b., as presented.

Motion: Brian Widman
Second: Patricia Navarra

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

No: None

Passed: Yes

1. **Instruction**

a. **Appointments Instruction**

1. That the Board of Education approves the appointment of Michelle Rodriguez, to the position of Probationary Elementary Teacher with Bilingual Education Extension certification, effective September 1, 2015. Salary: MA, Step 1, \$68,282. Probationary Period: September 1, 2015 to August 31, 2019.

2. That the Board of Education approves the appointment of Samantha Stavish, to the position of Leave Replacement Elementary Teacher for Iyla Wilson, effective September 16, 2015 to on or before June 30, 2016 with a salary of BA, Step 1, \$58,706.

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.	Daniel K. Barcavage	Physical Ed, Health
2.	Bianca E. Margiotta	Childhood Ed (1-6), SWD (1-6)

c. Appointment(s) Coaches

That the Board of Education approves the appointment of the following coaches for the current school year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
Football - Varsity	Daniel Guido	3	\$10,745.00
Football - Varsity Assistant	John J. Tortora	3	\$7,344.00
Football - Varsity Assistant	Helmut Bohringer	3	\$7,344.00
Football - Junior Varsity	Mark Miller	3	\$6,825.00
Football - JV Assistant	Christopher M. Schacca	3	\$6,314.00
Football - Jr. High 7/8	Matthew Antoniou	3	\$6,314.00
Football - Jr. High Asst. 7/8	Mario Villa	3	\$5,799.00
Football - Jr. High Asst. 7/8	Gregory A. Mayo	1	\$4,605.00
Soccer - Boy's Varsity	Paulo A. Pereira	3	\$7,848.00
Soccer - Boy's Varsity Asst	Albert Cavalluzzo	3	\$5,350.00
Soccer - Boys Junior Varsity	Robert M. Mendes	2	\$4,788.00
Soccer - 7th Grade Boys	Joseph P. Cerulli	3	\$4,788.00
Soccer - 8th Grade Boys	Donald A. Leopardi	3	\$4,788.00
Soccer - Girl's Varsity	Katherine P. Bennett	3	\$7,848.00
Soccer - Girl's Varsity Asst	Tara M. McDonnell	3	\$5,350.00
Soccer - Girl's JV	Bruce M. Vatske	3	\$5,460.00
Soccer - 7th Grade Girl's	Nicholas A. Tonini	2	\$4,270.00
Soccer - 8th Grade Girl's	Kevin A. Murphy	3	\$4,788.00
Volleyball - Girl's Varsity	Hyunah Park	3	\$7,848.00
Volleyball - Girl's JV	Hilary Hunter	3	\$5,460.00
Cross Country Track	Thomas J. Leninger	3	\$5,460.00

d. Appointment(s) Club/Stipends

That the Board of Education approves the following Club/stipend recommendations for the current school year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
Cheerleader Advisor-Fall	Laura DeFeo	\$3,384.00

2. **Instruction: Contracted**

a. That the Board of Education approves the Individual Related Services agreement between Extraordinary Pediatrics, P.C. and the Mineola UFSD for the 2015- 2016 school year.

b. That the Board of Education approves the Instructional Services agreement between Developmental Disabilities Institute and the Mineola UFSD for the 2015- 2016 school year.

c. That the Board of Education approves the agreement between OYOclass.com and the Mineola UFSD for the 2015- 2016 school year.

3. **Civil Service**

a. **Resignation(s)**

1. That the Board of Education accept the resignation of Zuzette M. Gallardo, part time Teacher Aide at the Jackson Avenue School, effective September 2, 2015.

b. **Appointments**

1. That the Board of Education approve the appointment of Maureen Judge to the position of Nurse Substitute, effective October 1, 2015. Salary will be \$125 per day.

4. **Business /Finance**

a. **Treasurer's Report**

1. That the Board of Education accepts the Treasurer's report for the period ending July 31, 2015 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 July 31, 2015

Warrant # 3	August 12, 2015	\$ 396,518.15
Warrant # 4	August 26, 2015	\$ 446,380.93

TOTAL EXPENSES \$ 842,899.08

PAYROLL # 3 & # 4

General	\$ 1,028,628.56
F Fund	\$ 139,843.34

TOTAL PAYROLL \$1,168,471.90

Walk-On Agenda

Approval of Memorandum of Agreement- Teacher Aides

RESOLUTION # 23- BE IT RESOLVED that the Board of Education hereby approves the terms of a Memorandum of Agreement with the Mineola Teacher Aide Association dated September 4, 2015, and authorizes the Superintendent of Schools and Counsel to incorporate terms of the Memorandum of Agreement into more a formal contract document.

Motion: Nicole Matzer

Second: Margaret Ballantyne

Discussion: The Superintendent stated that this has been a long time coming. The previous contract with the Teacher Aide unit expired in 2009. He explained that this contract has been done within the framework of all of the other contracts. This contract will have new salary step and future hires will pay 25% of the cost of their insurance. Dr. Nagler stated that this has been a tough negotiation process.

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

No: None

Passed: Yes

K. Superintendent's Report

Superintendent of Schools' Reports for 9/17/15

Presentations:

1. Marching Band

Superintendent Comments

The Superintendent displayed a draft of the 2015-2016 Board Goals, which addressed the following areas: educational, facilities and finance. The Board briefly discussed some changes in the wording of the goals. Dr. Nagler stated that he would make the suggested changes and forward the goals to the Board for review. It was decided that the 2015-2016 Board Goals would be put on the next agenda for approval. The Superintendent also explained that his goals and deliverables are based upon the Board goals. The Board then evaluates the Superintendent based upon these deliverables. He stated that the Board must decide which tool they will utilize in order to evaluate him.

There were no additional comments/ discussion.

L. Public Comments

Ms. Napolitano opened the floor to public comments; however there were none this evening.

M. Executive Session Time: _____ p.m.

There was no Executive Session this evening.

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

N. Adjournment Time: 8:25 p.m.

Motion: Nicole Matzer

Second: Brian Widman

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

No: None

Passed: Yes

Respectfully Submitted,

Andrea M. Paggi