

**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

Educational

- Develop a comprehensive series of activities that actively engage parents in the District Mission.
 - Seek to engage parents in answering the question "How can Mineola best prepare students for the rapidly evolving and changing world of work and study"
- Continue to actualize the District's Mission and Strategic Objectives and measure progress toward these goals
 - Emphasis on increasing student choice
 - Emphasis on student portfolios
- Continue to expand and develop Queensboro certificate program to enable students to graduate HS with a full year of college credit

Facilities

- Continue to plan and fund a 5 year Capital improvement plan that addresses the outstanding items in the Building Condition Survey. Plan should include multiple funding sources- Energy performance contracts, Capital reserve fund, and budget transfers

Finance

- Not to exceed the allowable tax levy cap while continuing to maintain and enhance all of our programs and facilities

DATE: February 16, 2017

LOCATION: Willis Avenue School

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

Board of Education

Christine Napolitano
Margaret Ballantyne, Ph.D.
Nicole Matzer
Brian Widman
Cheryl Lampasona

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. Finance & Operations
Edward Escobar, Asst. Supt. Human Resources
Matthew Gaven, Asst. Supt. C.I.A. & Technology
Linda Spagnola, District Clerk

- A. Call to Order - 7:00 p.m.**
- B. Pledge of Allegiance**
- C. Reading of Mission - by Cheryl Lampasona**
- D. Moment of Silent Meditation**

E. Dais & Visitor Introductions

F. High School Student Organization Report - no report tonight

G. BOE Reports

a. Comments from Board Trustees

Nicole Matzer congratulated the cast, crew and teachers of the middle school musical, Once Upon An Island. She stated the children did an outstanding job. She hoped everybody enjoyed the snow day. Nicole stated she attended a Hampton presentation on ST Math which is a fabulous math program. Nicole said she is looking forward to jazz night. She wished the marching band a safe trip to Disney. Nicole hoped everybody enjoys their week off next week.

Brian Widman congratulated the cast and crew and everyone involved with the middle school musical. He stated it's amazing to see the kids growing into their roles and find out what they really love. Brian congratulated all the teams in the Lego league. He stated he attended the middle school septa meeting where Jen Maichin did a presentation on the fix versus growth mind set. He also attended the Hampton PTA meeting for a presentation on anxiety in children. This past Saturday Brian attended the Mustang Stakes for the athletic booster club and stated it was a really fun time. Brian congratulated the women's basketball team for their win and a couple of kids on the bowling team would like to congratulate them for doing well and he is looking forward to Hampton international night.

Cheryl congratulated the middle school cast and crew. She stated she forgot where she was and didn't feel like she was sitting in a middle school seat. She said the show was truly amazing and well-orchestrated. Cheryl congratulated all the teachers at Hampton Street who are now Apple certified teachers. Cheryl reported the Hampton PTA donated five dollars per child for the American Heart Association which totaled \$1750. Cheryl stated she attended her first Mustang stakes and enjoyed herself. She hoped everyone has a wonderful relaxing school break.

Margaret stated it's always great to see the Lego competition. She said the middle school musical blew her away and said you have to pinch yourself that you're watching middle school fifth sixth and seventh graders. Margaret attended her first Mustang stakes and stated it was a lot of fun. She was at the meadow PTA where they did a presentation on anxiety which was helpful to her. She is looking forward to international night. She reported she attended the SEPTA breakfast at Applebee's which is always a nice event. Margaret visited Hampton last Friday where she experienced ST Math and watched the children learning. They were able to tell us what they're learning and how they learning. She stated it was wonderful to see when the children understood and got what they were learning. The children were very excited to meet Dr. Peterson, the inventor of ST Math. Margaret was very happy about the girls varsity win and the bowlers. She stated she is happy about all the Mustang media and all the parts of our mission statement are bubbling away.

b. Comments from Board President

Christine Napolitano reported she also attended the ST Math presentation at Hampton. She explained that ST Math was created by a neuroscientist and teaches students with pictures. She said it was very fascinating to be in a second

grade classroom and see how quickly the children could ascertain what the problem was. It was very impressive. She also attended the presentation of Jen Maichin fix versus growth mindset. She said it was presented so excitedly and enthusiastically. Christine stated she is very proud of the board for all the things they attend at night and during the day and she wonders if other boards are as active and involved as our board is. She sends Kudos to all of the board members. She was at Meadow Drive for teleconferencing it was "Read Aloud Day. A teacher from Kentucky read to kids in our school and our school read to them.

Christine stated that one of the things that we asked the board to do was to extend invitations to a parents to attend events. She thought that even if a parent did not have a child in that grade, there were so many new things that are going on she feels parents would like to see. Christine hopes to see more parents at these events. She reported we have an Apple event on March 10th and we have some parents lined up for that to come in.

c. Comments from Superintendent

Dr. Nagler commended that board for being an active board and for knowing everything that's going on in the district even if they don't have a child in a particular building. He stated the board doesn't take his word or anyone else's word. They go see for themselves and he thinks that is really special. He told the board they represent your constituency incredibly well and they know what's going on. Dr. Nagler announced that there are changes with some board meetings. He stated the March 9th board meetings will be eliminated. And the March 23 meeting although we changed it to March 21 is also being eliminated. There will be only one meeting in March, March 16. He stated the middle school students will be making a presentation at the March 16 meeting on growth mind set.

Dr. Nagler stated the audit committee will also meet on March 16th to discuss risk assessment and the use of facilities.

He spoke about the snow day. He said he tries his best to give our parents as much notice as possible and this time he was able to notify everyone the day before and also stated we needed a two hour delay on Friday. He reported Mr. Escobar and he drove around to all the buildings and saw that the buildings were ready. Hampton had a little bit of a problem because the people park in the street and the snow could not be removed. Dr. Nagler stated the issue was that the county roads they were pretty bad and this was the reason for the delay and in hindsight he felt it was the right move. He apologized for the inconvenience but it was the safe move having a two hour delay. He also thanked the custodians.

Dr. Nagler stated he had a fantastic day today shadowing Marina, a student at the high school. He stated he hadn't been in high school for 35 years and he thought doing the work would be easier but it was not. Trigonometry and Chemistry were not easy. He stated he took a chemistry exam. He thanked the teachers for accepting me in their classes and thanked Mr. Russo who did not know Dr. Nagler was coming. Dr. Nagler stated the teachers were very engaging and had very good content. He stated he would now like to reread Hamlet. Dr. Nagler stated the reason why we shadow a student is to walk a mile in a kid's shoes. It's the concepts that we need to understand what kids are going through, experience that day and reflect on that. Dr. Nagler stated he will do this again along with many other administrators. Dr. Nagler stated next year he will be in Jackson. He thanked Marina for allowing him to shadow her and he really enjoyed himself. He said it was a good day.

Dr. Nagler thanked the board for continuing to host the Lego League. He said many board members were there as judges or spectators. The children love this competition. Dr. Nagler noticed one student on one of our Mineola teams ran a robot and he was very nervous. Dr. Nagler stated he was praying the robot would work. He asked the student why he was so nervous. The student said he can't let his team members down. Dr. Nagler stated the underlying premise of all of our Lego competitions is not the robot but it's our core values. We have eight of them and two of them are we are team and we have fun.

Dr. Nagler reported we have a Junior Lego League qualifier on March 4. We are hosting the county. We have eight teams out of Jackson Avenue. Dr. Nagler thinks it's great. He said one of our high school teams made it to the championships in Smithtown. We finished fifth out of twenty four teams on the island in Nassau and Suffolk. He was very impressed and felt everyone had a good time. Next year the superintendent stated he is going to recommend to the board to create a new budget line for our most senior robotics team the FRC.

Dr. Nagler stated, as far as our musical, he doesn't know any of the school districts who would put 150 students on a stage together and not have it be a hot mess. It's unbelievable what goes on and it's truly a sight to behold. Dr. Nagler

stated, It's to Mr. Deluca's credit along with Mr. Goldman and Miss Fusco. And Dr. Nagler said it's also a credit to the board for supporting drama the way we do. String night was fantastic. Jazz night is March 27th and Choral Night March 2 which he thinks is a tribute to veterans.

Dr. Nagler reported there is a program at the high school called Challenger Basketball. He went to the opening game. Mr. Joyce runs this with Ms. Hunter for life skills kids. They play basketball against other schools. He said it's a heart-warming, wonderful, sportsmanship game. We also have the cheerleaders at these games. This team will travel to other schools. Mineola will host three home games. It's a great program and we are very proud.

He wants to thank former board member Terry Hale for the pancake breakfast at Applebee's. Dr. Nagler attended the Mustang stakes and his race one.

H. Old Business - no old business

I. New Business - no new business

Annual Election and Budget Vote - May 16, 2017

RESOLUTION #44 - **BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves of the following information regarding the Annual Election and Budget Vote scheduled for May 16, 2017:

- (a) The District's Annual Election will be held on **Tuesday, May 16, 2017**.
- (b) The District Clerk be authorized to make all necessary arrangements for the registration of qualified voters and for the conduct of the District's Annual Election to be held on **Tuesday, May 16, 2017**, including the rental and delivery of voting machines and the publication of the necessary notices of public budget hearing, and of said registration, as required by law, in the **Mineola American and Williston Times**.
- (c) The polls on the date of the Annual Election will be open for the period from 6:00 a.m. to 9:00 p.m., both inclusive.
- (d) The polls for voting purposes at these locations will be designated as (1) Jackson Avenue School; and (2) Meadow Drive School.
- (e) Each of the Inspectors of Election and Registrars designated by the Board of Education serve for such Annual Election and be compensated in the sum of **\$10.00** per hour for their services.
- (f) The President of the Board of Education will be designated as Chairperson, calling the election to order.
- (g) The form and content of the notice of the Public Budget Hearing and of the registration of voters and the annual election including the dates, times and places thereof as set forth in such notices, all as prepared by the District Clerk and annexed hereto, be approved.
- (h) Dr. Nagler and Ms. Spagnola are designated as Poll Clerks to canvass "affidavit ballots" to meet at the Superintendent's Office on **Wednesday, May 17, 2017**, at 3:00 p.m. for such purpose.
- (i) The Budget Hearing will take place on **Thursday, May 4, 2017** at 7:00 p.m., at the Willis Avenue School, with regard to the special meeting.
- (j) A special evening registration of voters shall take place on **Tuesday, May 2, 2017**, from 4:00 p.m. to 8:00 p.m. at the Willis Avenue School, located at 121 Jackson Avenue, Mineola, NY 11501.

Motion: Brian Widman
Second: Cheryl Lampasona

Yes: Christine Napolitano Margaret Ballantyne Nicole Matze Brian Widman Cheryl Lampasona	No: _____ _____ _____ _____
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Passed: Yes

Policy - First Reading of Revised Board Policies

RESOLUTION #45 - BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the first formal reading of the following Revised Board Policies due to their availability on the information table.

- Policy # 1210 - Board of Education Members: Nomination and Election
- Policy # 1330 - Appointments and Designations by the Board of Education
- Policy # 1611 - Business of the Annual District Election
- Policy # 3220 - Use of Service Animals
- Policy # 5411 - Procurement of Goods and Services
- Policy # 5630 - Facilities: Inspection, Operation and Maintenance
- Policy # 5660 - School Food Service Program
- Policy # 5681 - School Safety Plans
- Policy # 5683 - Fire and Emergency Drills, Bomb Threats and Bus Emergency Drills
- Policy # 5720 - Transportation of Students
- Policy # 6110 - Code of Ethics for Board Members and All District Personnel
- Policy # 6130 - Evaluation of Personnel
- Policy # 6170 - Fingerprinting Clearance of New Hires
- Policy # 6213 - Registration and Professional Development
- Policy # 6220 - Temporary Personnel
- Policy # 6551 - FMLA
- Policy # 7131 - Education of Homeless Children and Youth
- Policy # 7140 - School Census
- Policy # 7220 - Graduation Options/Early Graduation/Accelerated programs
- Policy # 7222 - Diploma or Credential Options for Students with Disabilities
- Policy # 7242 - Military Recruiters' Access to Students
- Policy # 7260 - Designation of Person in Parental Relation
- Policy # 7270 - Rights of Noncustodial Parents
- Policy # 7330 - Searches and Interrogations
- Policy # 7611 - Children with Disabilities
- Policy # 7616 - Pre-referral Intervention Strategies
- Policy # 8210 - Safety Conditions and Prevention Instruction

Motion: Margaret Ballantyne

Second: Nicole Matzer

Yes: Christine Napolitano
Margaret Ballantyne
Nicole Matze
Brian Widman
Cheryl Lampasona

No: _____

Passed: Yes

J. Consensus Agenda

RESOLUTION #46 - BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.4.e., as presented.

Motion: Nicole Matzer
Second: Brian Widman

Yes: Christine Napolitano Margaret Ballantyne Nicole Matze Brian Widman Cheryl Lampasona	No: _____ _____ _____ _____
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Passed: Yes

1. **Accepting of Minutes**

- a. a. That the Board of Education accepts the minutes of the January 12, 2017 Business Meeting and the January 26, 2017 Workshop Meeting as presented.

2. **Instruction**

- a. Leave(s) of Absence/Child Rearing
 - 1. That the Board of Education grants a request to Mary Owens, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately April 28, 2017.
- b. Leave(s) of Absence/Medical
 - 1. That the Board of Education approves a paid Medical Leave of Absence to Joan Eisele-Cooper, Reading Teacher, using accumulated sick days, effective February 3, 2017.
 - 2. That the Board of Education approves a paid Medical Leave of Absence to Catherine McCarthy, Special Education Teacher, using accumulated sick days, effective March 6, 2017.

- c. Appointment(s) Sub Teacher per diem
That the Board of Education approves 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 after 11-20 consecutive days, \$120 after 21-30 consecutive days, \$130 after 31+ consecutive days; 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.	Elizabeth Lazar	Literacy (Birth-6), Childhood Ed (1-6)
2.	Caitlin Breen	ELA 7-12
3.	Robert Salzer	Music

d. Retirement(s) Instruction

- 1. That the Board of Education accepts, with regret, the resignation of Sherri M. Feder, for the purpose of retirement, effective June 30, 2017.

3. **Civil Service**

- a. Resignation(s)

1. That the Board of Education accept the resignation of Michael Giordano, part time Teacher Aide at the Middle School, effective January 25, 2017.
 2. That the Board of Education accept the resignation of Donna Raffo, part time Typist Clerk in the Business Office, effective February 1, 2017.
 - b. Leave(s) of Absence
 1. That the Board of Education approve a paid Medical Leave of Absence to Loretta Helmich, 12 month Stenographic Secretary at Meadow Drive School, due to surgery, effective February 8, 2017. Leave will be approximately 3 weeks, pending doctor's approval.
 2. That the Board of Education approve a paid Medical Leave of Absence to Cheryl Thwaites, 5 Hour Bus Driver, due to surgery, effective February 14, 2017, until further notice.
 - c. Resignation(s)
 1. That the Board of Education accept, with regret, the resignation of Terence Doyle, Maintainer, for the purpose of retirement, effective May 5, 2016.
 - d. Leave(s) of Absence
 1. That the Board of Education grant a request for a Family Medical Leave of Absence to Lauren Tuomey, 12 month Bus Driver, due to injuries from an accident, effective February 13, 2017, for a 12 week period or until treatment is complete.
 2. That the Board of Education grant a request to Kristina Bilello, part time Teacher Aide at Hampton Street School, for an Unpaid Medical Leave of Absence, due to surgery, effective January 20, 2017.
 - e. Civil Service: Other
 1. That the Board of Education hereby eliminates the position of Community Liaison at Central Office and accordingly terminates the employment of Monica Pastoressa, effective March 31, 2017.
4. **Business /Finance**
- a. a. That the Board of Education approves the Internal Claims Audit Report for January 1, 2017 to January 31, 2017.
 - b. **Treasurer's Report**
 1. That the Board of Education approves the Treasurer's Report for the period ending December 31, 2016 and directs that it be placed on file.
 - c. **Approval of Invoices and Payroll**

That the Board of Education accepts the Invoices and Payroll for the period ending January 31, 2017.

A/P Warrant #13 January 11, 2017 \$400,547.93

A/P Warrant #14 January 25, 2017 \$286,360.21

TOTAL EXPENSES \$686,908.14

PAYROLL #13 & #14

General Fund \$4,078,894.40

Federal Fund \$57,443.94

TOTAL PAYROLL \$4,136,338.34

d. **Budget Appropriation Adjustment**

That the Board of Education approves to increase the budget appropriation for Code A2330-150-07-0000 by \$45,652, to cover costs associated with the self-funded Driver Ed Program.

e. **Other**

a. **Accept Donation**

1. That the Board of Education of the Mineola UFSD accepts the donation of \$500.00 from Bolla Em Realty, LLC for our achievement in having our 2016 Educational Alliance application accepted for our participation in this year's Exxon Mobil Educational Alliance Program.

K. Superintendent's Report

Superintendent of Schools' Reports for 2/16/17

Presentations:

Dr. Nagler did a presentation on the Mineola Tax Levy Cap. He stated, as the board knows, and he wants to remind the community, we have something called a tax cap in the county and the state. A formula has to be calculated to come up with this number. Dr. Nagler put together a PowerPoint presentation to show step by step how the district comes up with our Tax Levy Cap. We have come consistently under the cap over the last ten years.

Superintendent Comments

Dr. Nagler reported that on the snow day we tried something new. We put together, thanks to Mr. Gaven, some badges last minute 168 students earned badges on the snow day. The second grade had the most, followed by the fifth and fourth grades.

L. Public Comments

Ms. Robin Roach stated her son Kevin thoroughly enjoyed having Dr. Nagler in his chemistry class today. She went on to speak about her other son, Bryan. She said she felt as a parent of a special needs child, many times people complain, and thought it would be nice to hear a positive message. When she wanted to put her son, Bryan, in the middle school musical. It was a whole new world for Bryan. The other children helped and supported Bryan. He was so happy and said it was his best birthday. Ms. Roach he thanked Mr. DeLuca, Mr. Goldman, Ms. Peters, Ms. Trojanowski, Mr. Casale, and Mr. Reardon and all the children who made Bryan have such a happy experience. She stated we live in a very special district and where anything is possible. Our family will forever be grateful.

M. Executive Session Time: 8:00 p.m.

At 8:00 p.m., a motion was made for the Board of Education to go into Executive Session to discuss negotiations.

Motion: Nicole Matzer
Second: Margaret Ballantyne

Yes: Christine Napolitano Margaret Ballantyne Nicole Matzer Brian Widman Cheryl Lampasona	No: _____ _____ _____ _____
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Passed: Yes

N. Adjournment Time: _____ p.m.

Motion: _____
Second: _____

Yes: _____ _____ _____ _____	No: _____ _____ _____ _____
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Passed: _____

Respectfully Submitted,

Linda M. Spagnola

District Clerk