

**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 - 2012-2013

To Be Determined

DATE: August 9, 2012

LOCATION: Willis Ave. School

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

Board of Education

William Hornberger, President
Terence Hale, Vice President
Irene Parrino, Trustee
Arthur Barnett, Trustee
Christine Napolitano, Trustee

Central Office

Dr. Michael Nagler, Superintendent of Schools
Jack Waters, Asst. Supt. for Finance & Operations
Patricia Burns, Asst. Supt. of Curr., Instr., and Assessment
Andrea Paggi, District Clerk

A. Call to Order- 7:05pm by Mr. Hale, Vice President

B. Pledge of Allegiance

C. Reading of Mission- Arthur Barnett

D. Moment of Silent Meditation

E. Dais & Visitor Introductions- Late: Mr. Hornberger

F. High School Student Organization Report

No report tonight.

G. Old Business

Mr. Hale polled the Board to determine if there was any old business and there was none at this time.

H. New Business

2012- 2013 Tax Levy Affidavit

RESOLUTION #11 -BE IT RESOLVED that the Mineola Board of Education adopts the tax levy of \$76,242,180 to be raised by taxation for the Mineola UFSD of the Town of North Hempstead, Nassau County, New York for the 2012- 2013 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: Christine Napolitano

Second: Irene Parrino

Discussion: Mr. Waters explained that this is an annual resolution and we must certify the amount of the tax levy to the county. There was no further discussion. Mr. Hornberger arrived at 7:10pm for the vote.

Yes: Christine Napolitano
Arthur Barnett
Irene Parrino
Terence Hale
William Hornberger

No: None

Passed: Yes

Approval of License Agreement:

RESOLUTION # 12 - 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, 2012 and terminating on June 30, 2013.

Motion: Terence Hale

Second: Christine Napolitano

Discussion: The Superintendent stated that the Portuguese school needs a new location and would like to use 5 classrooms, 3 nights per week for 2 hours. Ms. Napolitano asked if the students are primarily from Mineola and the Superintendent stated that the students are from Mineola and the two parents running it are Mineola parents. Mr. Barnett asked about the termination clause and was told that this clause is common in the contracts. Ms. Parrino asked if this contract is just for the space and the Superintendent stated yes and they

have not requested access to technology. Ms. Parrino also asked if this program conflicts with the after school Special Education program and was told there would be no conflicts.

Yes: Christine Napolitano
Arthur Barnett
Irene Parrino
Terence Hale
William Hornberger

No: None

Passed: Yes

Policy- First Reading of Policy #4321.3 - Public Report on Revisions to District Policies and Procedures Upon Finding Disproportionality

RESOLUTION #13- BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the first formal reading of Policy #4321.3 (Public Report on Revisions to District Policies, Practices and Procedures Upon Finding Disproportionality) due to its availability on the information table.

Motion: Arthur Barnett
Second: Christine Napolitano

Discussion: The Superintendent stated that the three proposed policies are the result of changes in the Special Education Law and these proposed policies represent appropriate changes. He added that resolution #13 is a new policy and resolution #'s 14 & 15 are added pieces to existing policies.

Yes: Christine Napolitano
Arthur Barnett
Irene Parrino
Terence Hale
William Hornberger

No: None

Passed: Yes

Policy- First Reading of Policy #5030.1 - Section 504 Impartial Hearing Procedure

RESOLUTION #14- BE IT RESOLVED that the Board of Education of the Mineola UFSD waives the first formal reading of Policy #5030.1 (Section 504 Impartial Hearing Procedure) due to its availability on the information table.

Motion: Terence Hale
Second: Irene Parrino

No discussion.

Yes: Christine Napolitano
Arthur Barnett
Irene Parrino
Terence Hale
William Hornberger

No: None

Passed: Yes

Policy- First Reading of Policy #4324 - Independent Education Evaluations

RESOLUTION #15 - **BE IT RESOLVED** that the Board of Education of the Mineola UFSD waives the first formal reading of Policy #4324 (Independent Education Evaluations) due to its availability on the information table.

Motion: Christine Napolitano

Second: Arthur Barnett

Discussion: Ms. Parrino inquired why the District is changing what we have in place and the Superintendent stated that this sets parameters for outside evaluations.

Yes: Christine Napolitano
Arthur Barnett
Irene Parrino
Terence Hale
William Hornberger

No: None

Passed: Yes

I. Consensus Agenda

RESOLUTION #16 -BE IT RESOLVED that the Board of Education approves the consensus agenda items I.1.a. through I.8.a., as presented.

Motion: Terence Hale

Second: Christine Napolitano

Discussion: Mr. Barnett stated that he would like to table item #8a Disposal of District Property, in order to determine the value of these items.

A **motion** was made to table item #8a by Arthur Barnett and **second** by Terence Hall. A vote was taken and all were in favor of tabling item #8a, motion passed.

There was no further discussion and the vote was taken to approve Amended Resolution #16:

Yes: Christine Napolitano

No: None

Arthur Barnett

Irene Parrino

Terence Hale

William Hornberger

Passed: Yes

1. Accepting of Minutes

- a. That the Board of Education accepts the minutes of May 3, 2012 Workshop Meeting; May 15, 2012 Special District Meeting; May 24, 2012 Business Meeting; and June 6, 2012 Workshop Meeting as presented.

2. Instruction

a. Leave(s) of Absence/Medical

1. That the Board of Education grants Michael Mildon a medical leave of absence, using accumulated sick days, starting approximately September 12, 2012.

b. Appointments Instruction

1. The Board of Education approves the appointment of Heather Hazen, to the position of part time (.5) Reading Teacher, at Mineola High School, effective September 1, 2012 to June 30, 2013. Salary: .5 of MA+30, Step 9, \$96,576.00 equaling \$48,288.
2. The Board of Education approves the appointment of Hilary Pavels, to the position of part time (.6) Physical Education Teacher, at Meadow Drive, effective September 1, 2012 to June 30, 2013. Salary: .6 of BA, Step 1, \$58,123 equaling \$34,873.
3. The Board of Education approves the appointment of Carole Perciballi, to the position of part time (.6) English Teacher, at Mineola Middle School, effective September 1, 2012 to June 30, 2013. Salary: .6 of Ma+20, Step 9, \$94,964 equaling \$56,978.
4. The Board of Education approves the appointment of John Fretz, to the position of part time (.6) Social Studies Teacher, at Mineola High School, effective September 1, 2012 to June 30, 2013. Salary: .6 of BA, Step 1, \$58,123 equaling \$34,873.
5. The Board of Education approves the appointment of Diane Nodell, to the position of School Media Specialist (Librarian), at Hampton Street, effective September 1, 2012. Probationary Period: September 1, 2012 to August 31, 2015. Salary: MA+10, Step 2, \$72,055.

6. The Board of Education approves the appointment of Laura Doherty, to the position of part time (.2) Art Teacher, at Mineola Middle School, effective September 1, 2012 to June 30, 2013.
Salary: .2 of MA, Step 1, \$67,604 equaling \$13,520.

c. 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.	Christopher Weidlein	Social Studies 7-12
2.	Emily A. Judge	Mathematics 7-12

d. Appointment(s) Coaches

That the Board of Education approves the appointment of the following coaches for 2011-2012 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
Football-Varsity	Daniel Guido	3	\$10,638.00
Football-Assistant	Helmut Bohringer	3	\$7,271.00
Football-Assistant	John J. Tortora	3	\$7,271.00
Football-Junior Varsity	Mark Miller	3	\$6,757.00
Football- Jr. Varsity Asst	Glenn Cocoman	3	\$6,251.00
Football- Jr. High	Matthew Antoniou	3	\$6,251.00
Football- Jr. High Asst.	Mario Villa	3	\$5,741.00
Football- Jr. High Asst.	Christopher Schacca	1	\$4,559.00
Soccer-Varsity	Paulo Pereira	3	\$7,770.00
Soccer-Varsity Asst	Albert Cavalluzzo	3	\$5,297.00
Soccer-Junior Varsity	Peter Blum	3	\$5,406.00
Soccer-Junior High	Donald Leopardi	3	\$4,740.00
Soccer-Junior High	Joseph Cerulli	1	\$3,896.00
Soccer-Varsity	Katherine P. Bennett	3	\$7,770.00
Soccer-Varsity Asst	Tara McDonnell	3	\$5,297.00
Soccer-Junior Varsity	Danielle Adams	2	\$4,740.00
Volleyball-Varsity	Hyunah Park	3	\$7,770.00
Volleyball-Junior Varsity	Hilary Pavels	2	\$4,740.00
Golf	Alfred Weidlein, Jr	3	\$4,389.00
Athletic Trainer	Kevin M. LaPlatney	N/A	\$5,406
Cross Country	Thomas J. Leninger	3	\$5,406.00

e. Appointment(S) Band Camp

That the Board of Education approves the following staff members for Band Camp (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 Director	Frank N. Mauriello		\$1549
2.	Asst. Band Director	Christopher J. Bonacorsa		\$1033
3.	Colorguard Director	Anthony J. Demarino		\$1033
4.	Drill Instructor	Michael R. Coppola		\$687
5.	Brass Instructor	Timothy Doran		\$687
6.	Percussion Instructor	Kenneth Frank		\$687
7.	Guard Instructor	Lauren Granath		\$687
8.	Chaperone	Nicholas Tonini		\$602
9.	Brass/March Instructor	Chris Rossi		\$687

	<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
10.	Guard Instructor	Simon(Ira) Jenkins		\$687
11.	Guard Instructor	Lisa D. Granath		\$687
12.	Guard Instructor	Jennifer Lube		\$687

3. **Instruction: Contracted**

- a. That the Board of Education accepts the instructional services contract between Harmony Heights and the Mineola UFSD for the 2012- 2013 school year.
- b. That the Board of Education accepts the Speech therapy service agreement and rider between North Shore Speech-Language Associates and the Mineola UFSD for the 2012- 2013 school year.
- c. That the Board of Education accepts nursing agreement between Home Care for Children and the Mineola UFSD for the 2012- 2013 school year.
- d. That the Board of Education accepts the Educational agreement between the Rehabilitation Institute (aka TRI) and the Mineola UFSD for the 2012- 2013 school year.
- e. That the Board of Education accepts the related services agreement between Achieve Beyond and the Mineola UFSD for the 2012- 2013 school year.
- f. That the Board of Education accepts the instructional services contract between the Center for Developmental Disabilities and the Mineola UFSD for the 2012- 2013 school year.
- g. That the Board of Education accepts the related services agreement between New York Therapy Placement Services and the Mineola UFSD for the 2012- 2013 school year.
- h. That the Board of Education approves the agreement between Linda Annapolen, Consultant and the Mineola UFSD to perform Instructional Coaching with the Kindergarten teachers in Fundation and Professional Development Workshops for the 2012- 2013 school year.

4. **Instruction: Other**

- a. That the Board Of Education rescinds the excessing of Jenny L. Amendolare.

5. **Civil Service**

a. Appointments

1. That the Board of Education approve the appointment of Monica Pastoressa to the position of .6 Community Liasion effective September 1, 2012. Salary will be \$43,949 on Step 30.
2. That the Board of Education approve the appointment of James Cashin to the position of Seasonal Worker effective July 16, 2012. Salary is \$8.00 per hour.
3. That the Board of Education approve the appointment of Lois Haque, to the position of Substitute Nurse effective September 1, 2012. Salary will be \$125 per day.
4. That the Board of Education approve the appointment of Donna Hasan, to the position of Substitute Nurse effective September 1, 2012. Salary will be \$125 per day.
5. That the Board of Education approve the appointment of Laura Schneebaum, to the position of Registered Nurse at Hampton Street School, effective September 1, 2012. BA, Step 3, \$48,298 of the Nurses Salary Schedule.
6. That the Board of Education approves the appointment of Mary McGuinness to the position of .5 Registered Professional Nurse effective September 1, 2012. Salary is \$22,539.50 on Step 1.
7. That the Board of Education approve the appointment of James Gallagher to the position of 5 Hour Bus Driver effective August 28, 2012. Salary will be \$21,819 on Step 1 (2009/2010 Bus Driver Salary Schedule). Probation is 26 weeks.

8. That the Board of Education approve the appointment of Yale Napier to the position of 5 Hour Bus Driver, effective August 28, 2012. Salary is \$21,819 on Step 1 (2009/2010 Bus Driver Salary Schedule). Probation is 26 weeks.

b. Leave(s) of Absence

1. That the Board of Education approve a paid Medical Leave of Absence to James Carlson, 12 Month Bus Driver, effective July 9, 2012 through August 9, 2012. Dates are approximate and up to doctor's discretion.

c. Resignation(s)

1. That the Board of Education accepts, with regret, the resignation of Judith M. Seiling, Senior Stenographer for Buildings & Grounds, for the purpose of retirement, effective December 31, 2012.

d. Transfers

1. The Board of Education approves the transfer of Loretta Helmich, Steno-Secretary- 12 Mo, from Pupil Services at Central Office to Meadow Drive, effective July 1, 2012.

2. The Board of Education approves the transfer of Gina Hahn, Typist Clerk - 12 Mo, from Willis Avenue School to Pupil Services in Central Office, effective July 1, 2012.

3. The Board of Education approves the transfer of Donna Restivo, Typist Clerk - 10 Mo, from Willis Avenue School to Meadow Drive School, effective July 1, 2012.

4. The Board of Education approves the transfer of Stacy Smith, Typist Clerk - PT, from Meadow Drive School to Hampton Street School, effective July 1, 2012.

5. The Board of Education approves the transfer of Donna Raffo, Typist Clerk - PT, from Hampton Street School to the Business Office, effective July 1, 2012.

6. The Board of Education approves the transfer of Linda Munson, Typist Clerk - PT, from Jackson Avenue School to Hampton Street School, effective July 1, 2012.

7. The Board of Education approves the transfer of Laurie Seedorf, Sr. Typist Clerk - 12 Mo, from Meadow Drive School to Jackson Avenue School, effective July 1, 2012.

e. Employee Agreements

That the Board of Education hereby authorizes the Board president to execute an employee agreement with the following individuals, the terms of which have been reviewed by the Board in executive session:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>
1. Assistant Business Administrator	Maureen Judge
2. Director of School Facilities and Operations	Daniel C. Romano
3. Administrative Assistant II	Elizabeth Rainha-Freitas
4. Assistant Supervisor of Transportation	William Gilberg
5. District Clerk	Andrea M. Paggi

6. **Business /Finance**

a. **Treasurer's Report**

That the Board of Education accepts the Treasurer's report for the period ending June 30, 2012 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, 2012

Warrant #1 \$ 545,546.93

Payable Warrant #1 \$ 277,047.48

Warrant #2 \$ 884,555.03

Payable Warrant #2 \$ 166,315.17

TOTAL EXPENSES \$ 1,873,464.61

PAYROLL #1 & #2

General \$1,023,700.70

F Fund \$ 239,953.50

TOTAL PAYROLL \$1,263,654.20

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

a. BOCES Contract

That the Board of Education approves the initial 2012- 2013 Letter of Intent with Nassau BOCES in the amount of \$2,906,430.01.

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

That the Board of Education approves the disposal of the following district property, according to Policy #6900

- a. Kimball Upright Piano - Serial #512809 - at Jackson Avenue
 Steinway Grand Piano - Serial #203709 - at Middle School

J. Public Comments

There were no public comments at this time.

K. Board of Education Reports

Comments from Board President

Superintendent of Schools' Reports for 8/9/12:

1. Jackson Avenue Bus Loop
2. Common Core Curriculum
3. Presentation on "Perspective Survey"- This presentation has been rescheduled for the Workshop meeting on September 6.

Superintendent Comments

Comments from the Board President: Mr. Hornberger reported that the Board met for their Annual Retreat Meeting for a total of eight hours. There will hopefully be a presentation of the 2012/13 Goals in September. Mr. Hornberger stated that he appreciates the Board's hard work. Mr. Hornberger stated that he had a few Old Business items. Mr. Hornberger asked for a construction update from the Superintendent. It was reported by the Superintendent that at Hampton Street, in the library they are up to the punch list items and are currently working on the courtyard. he stated that he feels the community will be very happy with the project and there will be a public ribbon cutting ceremony. In the High School Art Room, the floor has been laid, cabinets will be installed next week and the dark room is done. At Jackson Avenue, the science room is almost complete and awaiting a delivery date for cabinetry. The summer program at the Middle School is winding down. It was suggested by Mr. Hornberger that the Board do a walk thru at the schools. Mr. Hornberger inquired if transportation will be ready for the first week due to the changes as a result of reconfiguration. It was stated that the phones will be manned and that administrator will stay at schools. The Superintendent stated that time issues are expected at the beginning but all of the runs will be worked out. Mr. Hornberger stated that he had heard questions regarding the UPK program. The Superintendent stated that UPK will be at Willis Avenue this year, will be taught by Mineola teachers, and Ms. Burns will be overseeing the classrooms.

Presentations: The Superintendent introduced Pat Burns to present on "Common Core Standards". * This presentation can be found on the Mineola website on the Board of Education page.* Ms. Burns stated that the Common Core Standards define what all students are expected to know and be able to do, however they do not specify how teachers should teach. She stated that teachers are required to provide students with whatever tools are necessary for meeting the goals set out in the standards. Ms. Burns explained that there are reading Standards for Literature which incorporate reading, writing- using textual evidence, speaking and listening. Ms. Burns explained the 6 Shifts in ELA/ Literacy: Shift 1- (PK-5) Balancing Informational & Literary Texts; Shift 2: (6-12) Knowledge in the Disciplines; Shift 3: Staircase of Complexity; Shift 4: Text-based Answers; Shift 5: Writing from Sources; Shift 6: Academic Vocabulary. Ms. Burns presented a view of one unit of study from Atlas Curriculum Management. Ms. Burns stated that the templates are created by us and the standards are all assessed in the unit of study. She stated that not every standard is taught in isolation and a teacher can teach more than 1 standard at a time. There are references listed for teachers to use with each unit and every student will have one common piece of literature. Ms. Burns stated that there a lists of reading material available as well as the list of academic vocabulary for the children to learn. Assessments will be administered to all students and teachers are given much information on how to proceed. Ms. Burns stated that "Foundations" is a specific phonics program that is being introduced in kindergarten this year, and it will possibly be expanded to other grades. Ms. Burns displayed the Literacy Block Model used in Grades 2-6. It consists of mini lessons which are done with the whole class; guided reading with the teacher and

independent reading (selected by the teacher). The teachers can conference with individual students at this time. Ms. Burns stated that the Literary Blocks incorporate the balancing of informational and literary texts; for example students would not only be reading a biography i.e.: Babe Ruth but then they may also read an article on baseball. Within these blocks the standards become more difficult- staircase of complexity (using the same skill, however it become more complex). Teachers will also be looking for students to use Academic vocabulary and Ms. Burns added that each classroom will have a chart of academic vocabulary. All teachers will be teaching the same text at the same time. All work will be based upon the needs of the students. Ms. Burns stated that they are currently working on parent guides for each grade in order to give parents a feel for what is going on.

Ms. Burns stated that teachers are excited about this and like having these guidelines. Every teacher has had a chance to work on this and has worked with a coach. This whole process pushes rigor in learning and holds teachers accountable. The Superintendent stated that this is very different than what we are currently doing and teachers are being asked to all be on the same schedule. Every child will receive the same assessment and after the assessment we will have a picture of where the child is with regards to the standards. He added that he is very excited to be rolling this out in the classrooms. Ms. Napolitano asked how this is being received by the teachers and Ms. Burns stated that as with anything new there is some skepticism as to whether or not it can work for all children. Ms. Burns stated that the standards will be repeated throughout different units. Ms. Napolitano asked if principals are ready for this type of monitoring. The Superintendent stated that this curriculum makes it easier for the principals to monitor teachers and question why standards are not being followed; it lays out a plan for the teachers. Mr. Hale asked how it will be checked that teachers are using the rubric and will they be checked during PLC. The Superintendent stated that principals need to check and add for samples when discussing grades. Mr. Hale stated that administrators will be more hands-on in this process. Mr. Barnett asked if these shifts will take place in the social studies and science content areas. Ms. Burns stated that literacy shifts need to take place in all content areas and she is confident that we will be in line with the Common Core Standards. Mr. Barnett asked if there will be a collaboration between teachers and Ms. Burns stated that this will occur at each school during PLC times. Ms. Parrino asked when guided reading will take place and Ms. Burns stated that this will be rotated. She added that the Literacy Block has a few components including read aloud by the teacher, shared text which all students see and guided reading which is specific for each child. Ms. Burns stated that the teacher should be able to tell you what your child's needs are. Mr. Hornberger thanked Ms. Burns for the presentation and stated that it is good to see what is being done down the line. He finds it encouraging that all teachers will be teaching the same thing at the same time and that there are clear expectations for all. Mr. Hornberger stated that with APPR it will be clear what teachers are not meeting the standards. He suggested that the parent guides be on the website. The Superintendent stated that he is very proud of Ms. Burns work and that this has not been an easy process. He stated that the assessments are being completed. This is a radical change in how we do things. The Superintendent stated that the second piece of this process involves using technology to differentiate student homework. Dr. Nagler stated that he feels confident that Mineola has a good plan for rolling out the Common Core standards.

Mr. Hornberger opened the floor to the public to comment on the Common Core Standard presentation. There were several comments from the residents.

Tonight's final presentation by Dr. Nagler is the "Jackson Avenue Bus Loop". *This presentation can be found on the district website, on the Board of Education page, under presentations. The Superintendent stated that after the last meeting there was a late submittal of a bus loop option #12 and this has gone out to the committee. It was reported that in Option #12, 4 buses would line up on Marcellus Road and 4 buses on the Sayville side at dismissal. There would be a total of 50 parking spaces and the cost would be approximately \$150,000. It was reported that upon review of this option the Committee had questions regarding parking and the exiting from the cafeteria. The Superintendent stated that the current drawing shows a fence against the

M. Adjournment Time: _____ **p.m.**

Motion: _____

Second: _____

Yes: _____

No: _____

Passed: _____

Respectfully Submitted,

Andrea M. Paggi