

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

Workshop Meeting Minutes

The Mission of the Mineola Union Free School District is to inspire each student to be a life-long learner, pursue excellence, exhibit strength of character and contribute positively to a global society.

Board Goals - 2012-2013

Educational

- To use technology and NWEA assessment data to provide differentiated homework thereby increasing individual student achievement.
- To implement the Common Core Curriculum with an emphasis on assuring a correlation between the grade level unit assessments and State exam.
- Create grade 7-12 ELA curriculum in line with Common Core shifts in ELA/Literacy
- Continue to encourage HS students to challenge AP and/ or College level coursework with the goal of every student gaining this experience before they graduate
- Continue to engage the community in the District's Strategic Plan with a specific focus on the quality indicators that define Mineola's expectations of academic excellence.
- Assess the long term viability and explore expansion of the elementary world language program. Assess current program through parental input and student data.
- Implement, monitor and assess the effectiveness of the Pre-K -7 science program

Facilities

- Continue projects that incorporate 'green' technologies that over time will decrease our dependency on fossil fuels
- Begin to fund our Capital Reserve with the goal of achieving new windows and doors on all 4 elementary buildings

Finance

- Not to exceed the allowable tax levy cap for the next three years while continuing to maintain and enhance all of our programs.

DATE: March 7, 2013

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

B. Pledge of Allegiance

C. Reading of Mission- Irene Parrino

D. Moment of Silent Meditation

E. Dais & Visitor Introductions

Absent: Terence Hale and Patricia Burns

F. High School Student Organization Report

Tonight's SO report was by Britney Vera and Sang Min Bak. It was reported that there was a Blood Drive, yesterday at the High School and 126 people signed up to donate. Mr. Escobar was the first to donate. Tuesday night was Multi-cultural night and there was a lot of good food and the event was really enjoyable. Next Wednesday is Senior to Senior Day and there will be a 3:30pm show for the Seniors. It was reported that the Sandy Olympics raised \$3000 and was a big success. It is hoped that these Olympics will become an annual event, with the funds raised going to community causes. The High School production of "In the Heights" will be Friday, 3/15 at 7:30pm and Saturday, 3/16 at 2pm and 7:30pm. All are encouraged to attend. It was reported that on March 21st, there will be a Pasta Dinner at the high school to raise funds for the INN. Last year, the event was very successful and it helps to raise awareness of hunger in our own community. There was no other information to report on.

The Superintendent stated that he would recommend moving the March 21st Board meeting to the High School in order to support the Macaroni Fundraiser. Mr. Hornberger polled the Board regarding the change in location for the 3/21 meeting and all were in favor of meeting at the high school.

The Superintendent stated that there is another special presentation to night and introduced Mr. Owens and two of the actors from the high school production of "In the Heights". Mr. Owens invited everyone to attend "In the Heights" next weekend at the high school and stated that everyone is working very hard. He explained that the production has a Latin theme and the characters are looking for something better in in their lives. He stated that it is a good family show and the music is enjoyable. Mr. Owens then introduced the two acotrs and they preformed a number from the show. The Superintendent thanked the students and Mr. Owens and the students for coming out tonight and encouraged everyone to see the show.

G. BOE Reports

a. Comments from Board Trustees

Ms. Napolitano stated that she had attended Choral Night and International Night at the High School and both were very enjoyable. She stated that at International night there was great food and performances.

Mr. Barnett stated that he is happy that the courts have decided to restore the County Guaranty and remove the obligation for paying the Tax Certiorari refunds from school districts. The Superintendent cautioned that we are not out of the woods yet, as the county can still appeal.

Ms. Parrino stated that she also attended Choral Night at the High School and the performances were fabulous.

b. Comments from Board President

Mr. Hornberger gave an update of the Finance Committee. He was unable to attend the first meeting however Mr. Waters walked the committee through different components and revenue sources. It doesn't look like the

committee will be doing a presentation. The Committee discussed savings from reconfiguration in the first year. Mr. Hornberger stated that the committee would still like a goal from the Board for them. Mr. Hornberger asked the Board to consider if the "bond" issue is something that they would like the committee to look at. Mr. Barnett stated that he feels that the finance committee is very valuable and necessary.

c. Comments from Superintendent

The Superintendent stated that he had provided the Board with a memo regarding the Security Companies that came in and he has made recommendations and provided the possible cost. The Superintendent stated that he is looking for direction from the Board of how they would like him to proceed. Mr. Barnett stated that he would like to do a walk-through of each of the building to discuss the recommendations prior to giving direction. It was agreed that the walk-through be done prior to making a decision at the next meeting. Mr. Barnett stated that for him the top security priority is an alert system. The Superintendent stated that he would like to complete everything in one swoop and then add the "man-traps" in the next budget. Ms. Parrino stated that she would still like to see after-school activities in the buildings, after these security measures are put in.

The Superintendent stated that at the previous meeting, the Board requested a list of the grant money for the District. He reported that in 2009, the District was awarded two- \$150,000 grants and we will be receiving this money. The District is still awaiting word on another \$100,000 grant and they have reached out to DASNY regarding the status. The District received grants from Senator Martins, which have been received (\$50,000, \$50,000 which was then increased to \$75,000- \$25,000 of that amount is unallocated). The Superintendent reported that the Efficiency Grant, awarded by the Governor, will be coming and is \$213,000 for 3 years. He added that this grant has very specific guidelines of how it can be used. The Superintendent will be providing the Board with recommendations for the grants use.

The Superintendent stated that he attended a conference in Albany for Superintendents and much of the discussion focused on State exams. It was reported that the State has said they are starting over and that this year's test cannot be compared to any other tests. The exams this year will set the bench mark to determine students growth next year. Dr. Nagler stated that the State is predicting a big drop in test scores and have stated that it can be 30%. The Superintendent stated that he did a presentation, "Bring your own Device".

The Superintendent stated that the response rate to the surveys- Pre-K and Language have been good. These surveys will close tomorrow and he is looking to get the data back quickly, in order to make recommendations for next year. The Superintendent also reported that the Strategic Planning Committee will be meeting on Monday.

The Superintendent stated that the budget process is moving along and he plans to put forth a budget of no more than 2.5 %. He reported that the District will not be losing any programs currently in the budget. Dr. Nagler stated that he will be doing a presentation of the budget at the upcoming meetings.

The Superintendent stated that he is looking for guidance from the Board on what they would like regarding the audio/video for the Board meeting. He stated that the price range for the systems which will include the streaming of events is \$30,000- \$35,000. The superintendent stated that he will include the three proposals in the Friday Report for the Board to review.

The Superintendent thanked the Board for agreeing to move the meeting on 3/21 to the High School in order to support the Mineola Macaroni Dinner which benefit the INN. Finally, the Superintendent shared a thank you letter that he received from a member of the band for making it possible for them to go on their Florida trip during the February break.

Mr. Barnett asked if the Commissioner is predicting a 30% decrease in the scores on State exams, how will this effect APPR in which 20% of the teacher's rating is based upon the scores. The Superintendent stated that this will have to be weighted. He stated that the observation process is going well so far and teachers have a good idea now of test scores. Mr. Barnett stated that he anticipates that teachers may be anxious over this and he does not feel that they deserve this. The Superintendent stated that the more people know that this is a different test is a good thing. there were no further comments.

H. Old Business

Mr. Hornberger asked the Board if there was any old business this evening. Ms. Napolitano asked the Superintendent for an update of the roll doors in the High School cafeteria. The Superintendent stated that he has directed Mr. Romano to get quotes for the job. Ms. Parrino requested an update of the Meadow Drive Project. The Superintendent stated that worked had stalled due to the weather and he would be attending a meeting with the contractor on Tuesday. He stated that he expects the job to be back on track shortly. Mr. Hornberger asked for an update on the Middle School auditorium. The Superintendent stated that he met with Mr. Gaven to discuss a few projects. Mr. Gaven is in the process of obtaining quotes and looking at the funding. Mr. Hornberger asked about the Selective Classification for Band. Dr. Nagler stated that Mr. Freeman will have paperwork ready for the Board to review and it will be very similar to the selective classification process for athletes. Mr. Hornberger asked will staff be ready to make recommendations and the Superintendent stated that they would be. Mr. Hornberger asked for an update on the music lessons at Jackson Avenue. The Superintendent stated that he gave Mr. Freeman direction for lessons to occur in a 5 day cycle and stated that by the next Board meeting, this would be in place. There was no additional old business.

I. New Business

Annual Election and Budget Vote - May 21, 2013

RESOLUTION #46 - 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 21, 2013:

- (a) The District's Annual Election will be held on **Tuesday, May 21, 2013**.
- (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 21, 2013**, 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 Mrs. Paggi are designated as Poll Clerks to canvass "affidavit ballots" to meet at the Superintendent's Office on **Wednesday, May 22, 2013**, at 3:00 p.m. for such purpose.
- (i) The Budget Hearing will take place on **Thursday, May 9, 2013** 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 7, 2013**, from 4:00 p.m. to 8:00 p.m. at the Willis Avenue School, located at 121 Jackson Avenue, Mineola, NY 11501.

Motion: Arthur Barnett

Second: Christine Napolitano

Discussion: The Superintendent pointed out to the Board that the Budget Hearing was originally scheduled for 5/2/13 but was switched to 5/9/13 to be in compliance with when it is required to take place. There was no further discussion.

Yes: Christine Napolitano
Arthur Barnett
Irene Parrino
William Hornberger

No: None

Passed: Yes

J. Consensus Agenda

RESOLUTION #47 -BE IT RESOLVED that the Board of Education approves the consensus agenda items J.1.a. through J.6.a., as presented.

Motion: Christine Napolitano

Second: Irene Parrino

Discussion: there was no discussion.

Yes: Christine Napolitano

Arthur Barnett

Irene Parrino

William Hornberger

No: None

Passed: Yes

1. **Accepting of Minutes**

- a. That the Board of Education accepts the minutes of January 17, 2013 Business Meeting and January 31, 2013 Workshop Meeting as presented.

2. **Instruction**

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

1. That the Board of Education grants a request to Lisa Balogh-Richards, for an unpaid Leave of Absence, for child-rearing purposes, effective September 1, 2013 to June 30, 2014.
2. That the Board of Education grants a request to Meghan Grieco, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately June 15, 2013.

b. **Appointments Instruction**

1. The Board of Education approves the recommendation of the Superintendent to increase the appointment of Megan Nelsen, from a .6 Spanish Teacher to a .72 Spanish Teacher, and from a .4 Permanent Sub to a .28 Permanent Sub, effective November 5, 2012. Amended salaries: .72 of MA+20, Step 1, \$70,598 equaling \$50,831 and \$28 per day.

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. | Raymie Tand | Art |
| 2. | Bruce R. Velazquez | Childhood Ed(1-6), Bilingual Ed Ext |
| d. | <u>Appointments 45 Day Subs</u> | |

1. The Board of Education approves the appointment of Danielle Lavoie, to the position of 45 Day Substitute Teacher for Jennifer Capella, ESL Teacher, at Meadow Drive, effective January 22, 2013 to on or before June 30, 2013; salary: Days 1-20, \$100.00, Days 21-39 \$110.00, Days 40-45 \$120, Day 46 contract salary MA, Step1, \$67,604 pro-rated.

e. Appointment(s) Coaches

That the Board of Education approves the appointment of the following coaches for 2012-2013 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STEP</u>	<u>STIPEND</u>
Varsity Spring Track Assistant	Kevin A. Murphy	1	\$4,250.00
Girls 7th Grade Lacrosse	Raymie A. Tand	1	\$4,230.00
Girls 8th Grade Basketball	Martin F. Joyce	3	\$5,347.00

f. Appointment(s) Club/Stipends

That the Board of Education approves the following Club/stipend recommendations for 2012-2013 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
Student Council Advisor	Jeanine S. Gallina	\$1,420.00

3. **Instruction: Contracted**

a. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between Roslyn UFSD and the Mineola UFSD for the 2011- 2012 school year.

b. That the Board of Education accepts the Special Education Services Contract for a Parentally Placed student between Roslyn UFSD and the Mineola UFSD for the 2012- 2013 school year.

4. **Instruction: Other**

a. That the Board of Education approves the Professional Development plan for the 2012- 2013 school year.

5. **Civil Service**

a. Appointments

1. That the Board of Education approve the appointment of Thomas Leek, to the position of Temporary Cleaner for Gonzalo Giron, Cleaner at the High School, effective February 21, 2013 through July 1, 2013, or until the return of Mr. Giron, whichever comes first, with a salary of \$41,459 (pro-rated), Step 1.

2. That the Board of Education approve the appointment of Elena Bearese, to the position of Teacher Aid Sub, effective March 11, 2013, with a salary of \$13.74 per hour.

b. Leave(s) of Absence

1. That the Board of Education grant Anna Spatola, part time Greeter at Meadow Drive School a paid Medical Leave of Absence, effective January 31, 2013. Approximate date of return is two weeks or at the doctor's discretion.

2. That the Board of Education grant Rose Higgins, part time Teacher Aide at the Middle School, a paid Medical Leave of Absence, effective February 4th through the 8th, 2013. An unpaid sick leave of absence from February 11, 2013 until her return. Approximate return date is two weeks and at the doctor's discretion.

3. That the Board of Education approve a paid Medical Leave of Absence to Gonzalo Giron, Cleaner at the High School, effective February 5, 2013. Approximate return to work is July 1, 2013, and at doctor's discretion.
4. That the Board of Education approve a paid Medical Leave of Absence to Patricia Delli Gatti, PT Teacher Aide at the Middle School, effective February 25, 2013. Date of return is approximately April 9, 2013, and at her doctor's discretion.
6. **Business/Finance: Contract Approvals**
 - a. That the Board of Education approves Health Contracts, providing health services for Mineola resident children attending non-public school, between the Mineola UFSD and following applicable districts for the 2012- 2013 school year.
 - Uniondale UFSD
 - Plainview-Old Bethpage Central School District
 - Jericho UFSD

K. Superintendent's Report

Superintendent of Schools' Reports for 3/7/13

Presentations:

1. Mid-Year Data Report

Superintendent Comments

The Superintendent stated that tonight he will be presenting on the Mid-year Data Report and demonstrating the Data Cube. He explained that for the purpose of demonstration the student's name was removed and as a result, he is experiencing some technical difficulties. The Superintendent stated that the data cube provides him with a view of all of the schools and teachers. He stated that with the Unit tests in ELA, we are moving towards discussing "standards" and the rubric which is applied to the grades is based on the standards. According to the Superintendent, there will be new report cards next year and a new way of grading students. It was reported that the Data Cube archives students exams and you will have Fall, Winter, and Spring scores as well as the reading benchmarks for students. The Superintendent stated that building this data cube is very time consuming. It will have the capability of gathering a report and giving a snapshot of students progress. He stated that right now every standard is in the data base and all new exams will be standard based. The Superintendent displayed a Mid-Year Assessment Summary Sheet. Next, the Superintendent displayed data from two of the principals: Ms. Molloy, Jackson Avenue and Mr. Gaven, Middle School. The Superintendent stated that the principals will meet with teachers to discuss any students who are not meeting the standards and will put an action plan in place. He added that at the High School the IL's are meeting with teachers and putting in action plans. The Superintendent stated that overall, growth is being seen in all grades. He stated that an average of 40- 50% of students have already met target growth for the year. The Superintendent stated that NWEA testing is administered three times per year. We are in the process of changing the unit exams to be more dynamic and to show how students are doing in the standards. The Superintendent stated that the current push in the State is toward DDI- data driven instruction. He stated that Ms. Burns is leading the work on the standards and some of the teachers have become part of the process. The Superintendent stated that had seen the 3rd Grade ELA State exam and the reading passages were very difficult and a much higher level than we have seen in the past.

The Superintendent asked the Board if there were any questions/comments regarding his presentation. Ms. Parrino asked if teachers are experiencing any difficulty with entering data in the cube. The Superintendent stated that there are no problems as long as items are scanned properly and the system will let the teacher know if the item didn't scan. Mr. Hornberger polled the Board to determine if they are interested in seeing all of the principal reports and the Board stated yes. Mr. Hornberger requested that the Superintendent send the Board these reports. Mr. Barnett asked if it is difficult to generate reports. The Superintendent stated that if there is a problem, the teacher would receive an email stated the problem. The teacher would then send that information to technology for assistance. The Superintendent stated that with the cube, we are trying to capture a snapshot of the student in order to determine how to best address their need areas. It was asked if Compass Learning automatically adjust student lessons. the Superintendent stated that he wants the teacher to be involved in the process by looking at each student and adjusting the lessons as needed. He added that Compass and E-Spark could eventually become part of the cube.

Mr. Hornberger opened the floor for public comment specific to the Superintendent's presentation. There were no comments at this time.

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

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

Motion: Arthur Barnett
Second: Christine Napolitano

Yes: Christine Napolitano
Arthur Barnett
Irene Parrino
William Hornberger
No: None

Passed: Yes

M. Adjournment Time: _____ p.m.

Motion: _____
Second: _____

Yes: _____

No: _____

Passed: _____

Resectfully Submitted,

Andrea M. Paggi